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Office of Sex Offender Sentencing, Monitoring,
Apprehending, Registering, and Tracking

SMART FY 2017 Adam Walsh Act Implementation Grant Program Application Guidance



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This webinar will address:

- Purpose of Adam Walsh Act and Sex Offender Registration and Notification Act Requirements
- Eligible Applicants
- Award Information and Timeline
- Program Goals, Objectives and Deliverables
- Preparing an Application



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Title I of the Adam Walsh Act (AWA)

Assist jurisdictions with developing and/or enhancing programs designed to implement requirements of Title I of the AWA, the Sex Offender Registration and Notification Act (SORNA) (42 U.S.C. § 16901, Title I).

SORNA was enacted to protect the public by establishing a comprehensive national system of standards for the registration and notification of convicted sex offenders.



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SORNA Requirements

- Maintain a sex offender registration and public notification system
- Register each offender who resides, works or attends school in the jurisdiction.



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Eligible Applicants: SORNA Jurisdictions

- States
- District of Columbia
- Principal U.S. territories
- Eligible federally recognized Indian tribal governments



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Award Information

- Up to \$400,000
- Period of performance: 24 months, starting October 1, 2017
Awardees notified by September 30, 2017
- 30% of total SORNA funds set aside for tribal jurisdictions
- Applications due **June 29, 2017** by 11:59 p.m. Eastern time



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AWA Grant Program Goals, Objectives and Deliverables

- Assist Jurisdictions with Achieving Substantial Implementation of SORNA
- Maintain and Enhance SORNA Implementation
- Plan for the Sustainability of SORNA



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SORNA Activities/Strategies

Development/Enhancement of —

- Capacity to Register Offenders
- Collection and Submission of Biometric Data
- Policies and Procedures
- Law Enforcement Information Sharing
- Infrastructure (technology, community notification tools)
- Record Management Projects
- Law Enforcement Training
- Address Verification
- Prevention and Education
- Innovative Practices (e.g., alternate check-in methods)
- Jurisdiction-wide Trainings



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Strategies for States with SORNA Tribal Jurisdictions

- Support Jurisdictions Within State Borders
- Information Sharing – access to National Crime Information Center/National Sex Offender Registry (NCIC/NSOR)
- Memoranda of Understanding



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Strategies (continued)

- Applicants proposing a collaborative effort should provide a letter of cooperation, memorandum of understanding or interagency agreement that documents the collaborative work of all involved agencies.
- Jurisdictions that have been previously funded and are proposing to support local units of government or P.L. 280 tribes to develop or enhance SORNA functions should provide 1) a letter of support or cooperation and/or 2) a MOU that indicates that the local jurisdiction or tribe is in agreement with, and supportive of, the proposed activities.



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Changes/Clarifications in the FY2017 Solicitation

- All applicants —
 - Safety training for law enforcement and other criminal justice agency personnel responsible for sex offender registration, notification, monitoring and/or management (see AWA solicitation, page 5)
- Tribes —
 - Community education programs on sex offender topics, e.g., promoting an understanding of the tribe's sex offender registration, notification, treatment and community supervision strategies; safety planning; and facts and statistics about sexual offending and offenders (see AWA solicitation, page 6)



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Preparing Your Application



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Project Narrative

- **Statement of the Problem (10%)**
 - Clearly articulate applicant's status related to **substantial implementation** of SORNA
 - Applicants should provide current data on the number of offenders in the jurisdiction



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Project Narrative (continued)

- **Project Design and Implementation (45%)**
 - All applicants should link proposed activities to deviations identified in their most recent **SORNA Substantial Implementation Report**.
 - Applicants not yet substantially implemented must explain how the proposed project/activities bring the jurisdiction closer to implementation. Clearly state how proposed activities are responsive to the most recent **SORNA Substantial Implementation Report**.
 - For jurisdictions that have not already implemented SORNA, include planned activities, as well as information regarding the jurisdiction's SORNA implementation timeline and activities.
 - Applicants must clearly state goals and objectives (specific, measureable, realistic, time-limited).



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Project Narrative (continued)

• Capabilities and Competencies (20%)

- Describe the management structure and staffing of the project
- Define roles and responsibilities of key organizational and functional components and personnel
- Attach position descriptions and/or résumés for key positions/personnel
- Discuss the relationship with the sex offender registration office in the jurisdiction

• Plan for Collecting the Data Required for this Solicitation's Performance Measures (10%)

• Other Required Items: (5%)

- Project abstract, project timeline, position descriptions/résumés
- If applicable: MOUs, Indirect Cost Rate Agreement and Tribal Resolution



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Budget Detail Worksheet and Narrative (10%)

- No match required
- Corresponds with proposed goals, objectives and deliverables
- Align with Office of Justice Programs budget categories
- Maximize cost effectiveness of grant expenditures
- Reasonable and necessary for project activities
- Indirect Rate used matches the attached **unexpired** Indirect Cost Rate Agreement (October 1, 2017 to September 30, 2018).
 - If prior year indirect cost rate (IDC) is submitted, indirect will be withheld until a new signed agreement is submitted via a grant adjustment notice (GAN).



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Attachments

Clearly label file names for required attachments

- Position descriptions **or** résumés for key personnel
- Timeline — realistic project plan for the 24-month period
- Disclosure of lobbying activities
- Disclosure of pending applications (funding withheld until received, see AWA solicitation page 23)



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Attachments (continued)

- **SF-424 must** include the name of the agency's authorized representative, i.e., an individual with authority to sign contracts with the federal government (executive director, tribal leader)
- Financial Capability Questionnaire completed within past 2 years
- Current Indirect Cost Agreement, if applicable
- Current Tribal Authorizing Resolution, if applicable
- Programmatic and financial contacts in GMS completed DOJ Grants Financial Management Training (new requirement in FY2016)



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Generally Allowable Activities/Costs (see new resource on www.smart.gov)

- Personnel
- Fringe
- Equipment
 - Digital fingerprint and palm print technology
 - DNA collection, storage and security
 - Fingerprint identification readers
 - Registration related equipment, e.g., cameras, kiosks, radios, tablets
 - Vehicle purchase (case-by-case basis, justification and cost analysis of purchase versus lease required)
 - Justification from grantee required
- Supplies
 - Computers, scanners, printers, copiers (justification required)
 - General office supplies, printing, educational materials



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Generally Allowable Activities/Costs (continued)

Travel

- Training seminars (SORNA-related, to include officer safety topics)
- Conferences
- Registration fees
- Technical assistance meetings
- For implemented jurisdictions: Jurisdiction-wide trainings and conferences
- SORNA Working Group-related travel
- Mileage – local travel to attend meetings, perform verification checks, etc., using privately owned or jurisdiction vehicles (mileage log required as part of grant documentation)
 - Gas/fuel costs are NOT ALLOWABLE, except with approved rental cars
- All proposed travel costs must align with GSA travel guidelines
- Rental cars – must have prior approval from SMART grant manager for every instance



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Generally Allowable Activities/Costs (continued)

Consultants/Contracts/Subawards

- Professional services, consultants (e.g., IT, professional), attorneys, compliance specialists
- Proposed consulting activities should not duplicate services available from SMART-funded training and technical assistance providers
- Must use established agency guidelines for competitive procurement process (soliciting bids)
- Additional documentation required at time of application for sole source vendor agreements over \$150,000
- OJP maximum daily consulting rate of \$650/day; waiver required by Assistant Attorney General of OJP for any rate over this cap, additional documentation required at time of application



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Generally Allowable Activities/Costs (continued)

Other

- Rental space
- Software (including upgrades, licenses and/or subscriptions)
- Internet access
- Telephone service
- Officer identification and visibility materials
- Vehicle lease (justification and cost analysis of lease versus purchase required)



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Unallowable Activities/Costs

- Construction
- Food and beverage
- Gift cards, pre-paid phone cards
- Stipends
- Gasoline/fuel and vehicle repairs (only mileage reimbursement is allowable; GSA mileage rate takes into account gas and basic “wear and tear” on vehicle)
- Vehicle insurance



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How to Apply

- Grants.gov (**ONLY**)
- Funding opportunity number: SMART-2017-11260
- Application deadline: **June 29, 2017** by 11:59 p.m., Eastern time
- Applicants must register with Grants.gov prior to submitting an application
- Recommended to submit 72 hours prior to application due date



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Resources/Tools: All Jurisdictions

- [SMART.gov](https://www.smart.gov)
 - SORNA Substantial Implementation Checklist
 - Guidelines for Implementation
 - Other Guidance Documents
- [NSOPW.gov](https://www.nsopw.gov) —Dru Sjodin National Sex Offender Public Website
- [SORNA Exchange Portal](https://www.sorna.gov)
- [Sex Offender Management Assessment and Planning Initiative](https://www.dhs.gov)
- [Sex Offender Registry Tool](https://www.dhs.gov)



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Resources/Tools: Tribal Jurisdictions

- [Tribal and Territory Sex Offender Registry System](#)
- [Tribal Access Program](#)
- [Native American Sex Offender Management Project](#)
- SORNA [Model Tribal Code](#)
- [Sex Offender Registration and Notification Act \(SORNA\): A guide on SORNA implementation in Indian Country](#)
- [SORNA Tribal Training and Technical Assistance](#)



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Questions? Contact us:

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