FY2025 Missing and Unidentified Human Remains Notice of Funding Opportunity





Webinar Housekeeping

- If you encounter any technical difficulties, please inform us through the meeting chat.
- For any questions during the presentation, post them in the Q&A pod and we will respond during the Q&A session at the conclusion.
- This webinar is being recorded and will be accessible on the BJA website within a few days.



Captions

- Navigate to the meeting controls, which are usually at the top of your screen.
- Click the **More** button, represented by three dots ••••
- Go to Language and speech.
- Select Turn on live captions or Show live captions.
- The captions will appear in real-time at the bottom of the webinar window.





Presenter

Hope ZagariaForensic Policy Advisor

Agenda

- OJP Overview
- Program Overview
- NOFO Information
- OJP Funding Process Overview
- Application Resources
- Q&A





OJP Overview

What is the Office of Justice Programs?

- The Office of Justice Programs
 (OJP) provides grant funding,
 training, research, and statistics to
 the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the Office on Violence Against Women (OVW) and the Office of Community Oriented Policing Services (COPS).

BJA – Bureau of Justice Assistance



BJS – Bureau of Justice Statistics



NIJ – National Institute of Justice



OVC – Office for Victims of Crime



OJJDP – Office of Juvenile Justice and Delinquency Prevention



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





Office of Justice Programs Bureau of Justice Assistance

BJA strengthens the Nation's criminal justice system and helps America's state, local, and tribal jurisdictions reduce and prevent crime, reduce recidivism, and promote a fair and safe criminal justice system.



https://bja.ojp.gov/

Tammie M. Gregg Acting Director

How BJA Supports the Field







Investments

Provide funding to accomplish goals.

Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.

Engagement

Connect with the field.





Poll QuestionHas your organization applied for OJP grants before?

My organization has applied for and received OJP grants.

My organization has applied for but not been awarded an OJP grant.

My organization has not applied for a OJP grant, but we've had other federal grants.

My organization is new to OJP grants and looking to learn more!

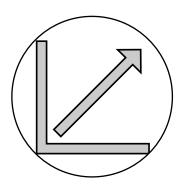


Program Overview

Missing and Unidentified Human Remains (MUHR) Program



Supports efforts to improve the reporting, transportation, forensic processing, and identification of missing person (MP) and unidentified human remains (UHR) cases.



Directly funds state and local jurisdictions with the goals of consistent reporting, increased identifications, and overall system improvements contributing to enhanced public safety.





MUHR Goals and Objectives

Goal 1: Implement collaborative partnerships to guide the enhanced response to both MP and UHR cases.

- Establish partnerships across the medicolegal, law enforcement, forensic science, prosecutorial, and advocacy communities. Increase collaboration between entities involved with MP cases UHR cases.
- Better identify the scope and backlog of MP and UHR cases; identify areas for training and improvement.
- Establish long term goals and objectives to enhance the jurisdiction's response to MP and UHR cases.



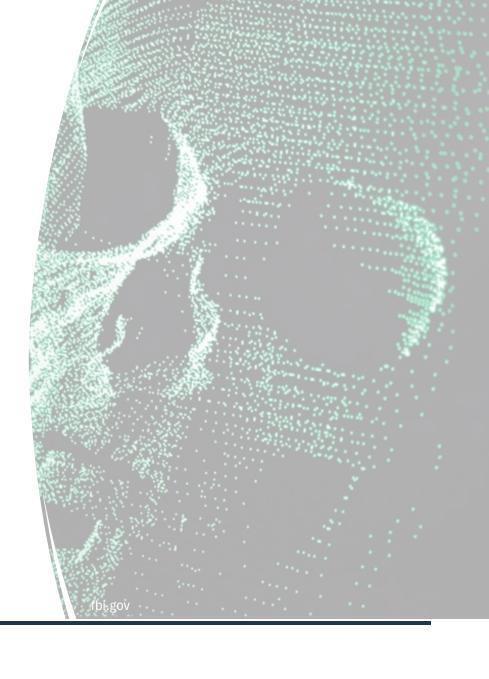




MUHR Goals and Objectives

Goal 2: Establish or expand programs to improve the reporting, forensic processing, identification, and repatriation of both MP and UHR cases, including those involving migrants in their jurisdiction.

- Report and update MP and UHR cases in National Missing and Unidentified Persons System (NamUs), National Crime Information Center (NCIC), and, where applicable, Violent Criminal Apprehension Program (ViCAP).
- Implement comprehensive plans building jurisdictional capacity to investigate, perform forensic processing, and identify and resolve MP and UHR cases.
- · Notify families and repatriate human remains.









NOFO Information



Eligibility

- State governments
- County governments
- City or townships governments
- Other units of local government
- Accredited, publicly funded, Combined DNA Index System (CODIS) forensic laboratories
- Medical examiner offices
- Accredited, publicly funded toxicology laboratories
- Accredited, publicly funded crime laboratories

For purposes of this NOFO, "state" means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.





Eligibility

Public and state-controlled institutions of higher education

Only publicly funded universities with forensic anthropology laboratories are eligible to apply.

Nonprofit Organizations

Only nonprofit organizations that have working collaborative agreements with state and county forensic offices—including medical examiners, coroners, and justices of the peace—for entry of data into CODIS, NamUs, or both are eligible to apply.



Federal Award Information

Anticipated amount of funding

• \$5,472,691

Anticipated number of awards to be funded

• 8

Period of performance start date

• October 1, 2025

Period of performance duration

36 months

Anticipated maximum dollar amount per award

• Up to \$1,000,000



Funding Categories

Category 1

Statewide projects

Category 2

Local projects

Category 3

Services to assist small, rural, and/or Tribal entities on a national scale

- Program goals and objectives remain the same across all Categories.
- Jurisdictional scale to which they are performed varies based on the funding Category.





Database Reporting

- All qualifying cases must be entered and updated in the following databases by the end of the grant period
 - NamUs
 - ViCAP
 - NCIC
- Applicants without access to the required databases must:
 - o obtain access themselves, or
 - partner with the appropriate agency(s) that has the necessary access

Partnering agencies must provide a Letter of Intent at the time of application.





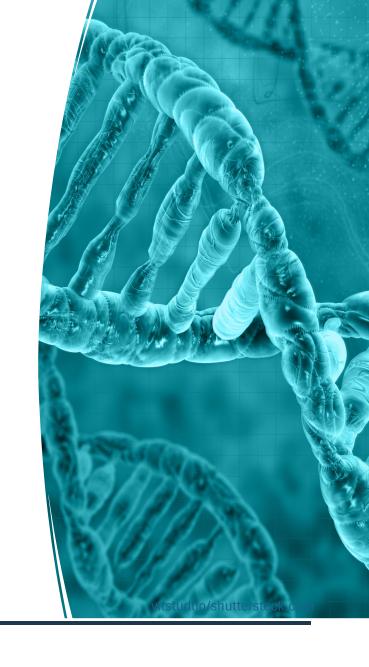




DNA Testing

All DNA analyses (except forensic genetic genealogy testing) including Rapid DNA Analyses, must be done by an accredited laboratory and must adhere to the FBI's Quality Assurance Standards.

- A second DNA technology (mtDNA or Y-STR as appropriate) is highly recommended for unidentified human remains (UHR) and family reference samples (FRS) for upload to CODIS to increase the chances of an identification assisted by CODIS.
- Projects that incorporate the trio of DNA testing technologies with consideration for CODIS upload for all technologies are encouraged.







Forensic Genetic Genealogy (FGG) Requirements

- Using MUHR funds for FGG must adhere to the United States Department of Justice Interim Policy: Forensic Genetic Genealogical DNA Analysis and Searching
- Refer to page 13 of the FY25 MUHR NOFO for a full list of requirements





FGG Highlighted Requirements

- 1. The case must be submitted for entry into NamUs and ViCAP before FGG.
- 2. The UHR must have an STR profile in CODIS before FGG.
 - MUHR awardees must also have attempted a second DNA technology (mtDNA or Y-STR as appropriate) for inclusion in CODIS prior to proceeding to FGG.
 - If a case has only an STR profile in CODIS (and not a second technology), permission will be needed from BJA before proceeding to FGG.
- The UHR must be a suspected homicide victim.
- Investigator and Prosecutor concurrence must be obtained prior to proceeding to FGG.



Allowable Uses of Funds Examples

Salary and benefits of personnel

Exhumation of human remains

Laboratory supplies for forensic processing of UHR and MP cases

Procurement of forensic services for processing of UHR and MP cases

FGG

State-of-the-Art Multimodal, Multipurpose Forensic and DNA Typing and Analytical Equipment

Transportation costs associated with UHR and MP cases and samples



Generally <u>Unallowable</u> Uses of Funds

- Construction costs
- Funeral or burial costs (after repatriation process)
- Expert witness personnel costs
- Vehicle purchasing and leasing
- Recipient direct administrative expenses that exceed
 10 percent of the total grant amount





Unallowable Uses of Funds

NOFO

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas does not guarantee a funding award.

Unallowable Uses of Funds

The following are certain unallowable costs and certain activities that are out of the program scope and will not be funded.

- Out of program scope is any program or activity, at any tier that, directly or indirectly, violates (or promotes or facilitates the violation of) federal immigration law (including 8 U.S.C. § 1373) or impedes or hinders the enforcement of federal immigration law including by failing to comply with 8 U.S.C. § 1373, give access to DHS agents, or honor DHS requests and provide requested notice to DHS agents.
- Out of program scope is any program or activity, at any tier that violates any applicable
 Federal civil rights or nondiscrimination law. This includes violations that— (1) indirectly
 violate the law, including by promoting or facilitating violations; or (2) unlawfully favor
 individuals in any race or protected group, including on a majority or minority, or
 privileged or unprivileged, basis, within a given area, population, or sector.
- 3. As specified in the <u>DOJ Grants Financial Guide</u>, in Chapter 3.13 "Unallowable Costs" ("Legal Services for Aliens"), any obligations of funds, at any tier, under this award to provide (or to support the provision of) legal services to any removable alien or any alien otherwise unlawfully present in the United States shall be unallowable costs for purposes any award made under this notice, but the foregoing shall not be understood to apply— (1) to legal services to obtain protection orders for victims of crime; or (2) to immigration-related legal services that may be expressly authorized or required by any law, or any judicial ruling, governing or applicable to the award.

Program Goals and Objectives

DOJ Grants Financial Guide

Legal Services for Aliens

Except as indicated in the following sentence, costs of providing legal services (that is, professional services of the kind lawfully provided only by individuals licensed to practice law) to any removable alien (see 8 U.S.C. § 1229a(e)(2)) or any alien otherwise unlawfully present in the United States are disallowed and may not be charged against the award.

Costs for legal services disallowed under the preceding sentence do not include costs for legal services— (1) to obtain protection orders for victims of crime (including associated or related orders (e.g., custody orders), arising from the victimization); (2) that are associated with or relate to actions under 18 U.S.C. ch. 77 (peonage, slavery, and trafficking in persons); (3) to obtain T-visas, U-visas, or "continued presence" immigration status (see, e.g., 8 U.S.C. § 1101(a)(15)(T) & (U); 22 U.S.C. § 7105(c)(3)(A)); or (4) as to which such disallowance would contravene any express requirement of any law, or of any judicial ruling, governing or applicable to the award.

https://www.ojp.gov/funding/financialguidedoj





Important Application Attachments



MUHR Program Inventory Question Set

Template linked in NOFO. Required at time of application.



MOUs/Letters of Intent

Particularly important if lead applicant does not have necessary access to CODIS, NamUs, ViCAP and NCIC. Required at time of application.



<u>Certification as to Privacy Protections for Biological Family</u> <u>Reference Samples</u>

Template linked in NOFO. Encouraged but not required at time of application.



Certification as to the Use of MUHR funds for FGG

Template linked in NOFO. Encouraged but not required at time of application.





Mandatory Certification by the Chief Executive Officer (or senior official)



Required for State and Local Government Applicants

- All state and local government applicants <u>must</u> submit using the <u>Appendix 1</u> template.
- In the Additional Application Components section under Disclosures and Assurances.
- Applications missing this certification will not proceed to peer review.

What Is the Certification

- The applicant entity including its officials and personnel certifies compliance with 8 U.S.C. §§ 1373 and 1644 in any "program or activity" receiving federal financial assistance under any award made by OJP pursuant to this application.
- Subrecipients must also comply with 8 U.S.C. §§ 1373 and 1644.

Certification Submission Steps







Print and Sign Certification

- Print Certification Form
- Fill in required information
- Signed by the Chief Executive Officer

Blank certification form located at end of NOFO (Appendix 1)

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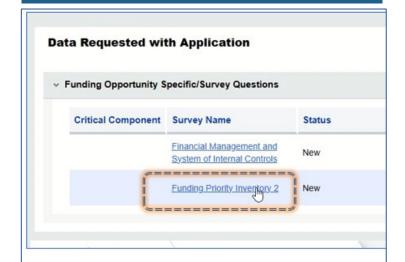


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Funding Priority Inventory 2

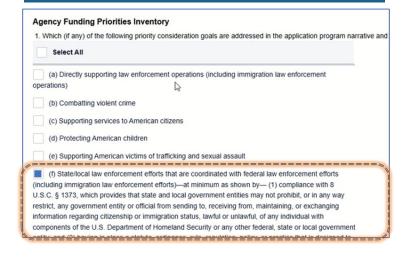
- Go to the Data Requested with Application screen
- Click on Funding Priority Inventory 2





Agency Funding Priorities Inventory

- Select option (f)
- Select all other applicable priority consideration goals that apply

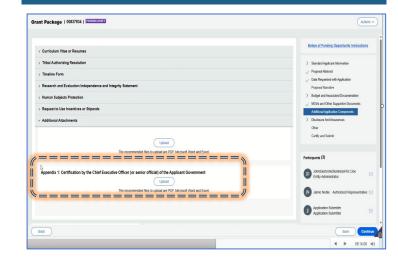






Upload Certification Form

Click the "Upload" button from the "Additional Application Components" screen



Application Review Process

- Must be submitted by an eligible type of applicant.
- Must request funding within programmatic funding constraints.
- Must be **responsive to the scope** of the solicitation.
- Must include all items necessary to meet the basic minimum requirements.







Merit Review Criteria

- Statement of the Problem/Description of the Issue (20%)
- Project Design and Implementation (45%):
 - Emphasis on incorporating MUHR program requirements such as those related to DNA analysis, FGG and Database reporting
- Capabilities and Competencies (20%):
 - Emphasis on the strength of the proposed project team and collaborative partnerships accompanied by sufficiently descriptive MOUs/Letters of Intent.
- Budget (15%)





Application Checklist



APPLICATION CHECKLIST

BJA FY25 Missing and Unidentified Human Remains (MUHR) Program

This application checklist has been created as an aid in developing an application. For more information, reference the "OJP Application Submission Steps" in the OJP Grant Application Resource Guide and the DOJ Application Submission Checklist.

SAM.gov Registration/Renewal

Confirm that your entity's registration in the System for Award Management (SAM.gov) is active through the NOFO period. Submit a new or renewal registration in SAM.gov, if needed (see Application Resource Guide).

Grants.gov Registration

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see <u>Application Resource Guide</u>).
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see Application Resource Guide).

Grants.gov Opportunity Search

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s).
- · Select the correct Competition ID.
 - Category 1: Statewide Projects #
 - Category 2: Local Projects #
 - Category 3: Services to Assist Small, Rural, and/or Tribal Entities on a National Scale – #
- Access the funding opportunity and application package (see Step 7 under "QJP_Application Submission Steps" in the Application Resource Guide).
- Sign up for Grants.gov email notifications (optional) (see <u>Application Resource Guide</u>).

Funding Opportunity Review and Project Planning

- Review all sections of the NOFO.
- Confirm your entity is eligible to receive funding (see <u>Eligibility</u>: <u>Eligible Applicants</u>).
- Confirm your proposed budget is within the allowable limits (see <u>Basic Information</u>; <u>Funding Details</u>), includes only allowable costs (see <u>Application Contents</u>, <u>Submission</u>, <u>Requirements</u>, and <u>Deadlines</u>; <u>Budget Detail Form</u>), and includes cost sharing if applicable (see <u>Eliqibility</u>; <u>Cost Sharing/Match Requirement</u>).
- Review the performance measures for this funding opportunity and confirm you will be prepared to collect and report on this data (see <u>Program Description: Performance</u> Measures).
- Review the "Legal Overview—FY 2025 Awards" in the QJP Funding Resource Center and confirm you are prepared to follow the requirements.





OJP Funding Process Overview

Before You Apply For Funding

SAM.gov Registration – recommend beginning at least 30 days before the first application deadline

- Register/confirm "active" registration status
 - First-time registration may take several weeks
 - Existing registration annual renewal required
- Obtain/confirm Unique Entity Identifier (UEI)
- Identify current SAM.gov points of contact

Apply For OJP Funding: Overview

Step 1: Grants.gov – complete *at least* 48 hours before deadline in NOFO

- Register/confirm registration
- Submit Application for Federal Assistance (SF-424)

Step 2: JustGrants – complete at least 48 hours before deadline in NOFO

- Register/confirm access
- Submit full application, including required attachments

Apply For OJP Funding: Step 1

Step 1: Grants.gov

- Register/confirm registration
- Add/confirm users and their roles
- Complete the Application for Federal Assistance (SF-424)

You can complete the first two actions at any time. Check the <u>Grants.gov</u> <u>Quick Start Guide</u> for more tips.

Apply For OJP Funding: Step 2

Step 2: JustGrants Complete the full application in JustGrants

- Standard Applicant Information
- Proposal Abstract
- Proposal Narrative
- Budget and Associated Documentation

- Memorandum of Understanding (MOU) and Other Supportive Documents
- Additional Application Components
- Disclosures and Assurances

What Happens Next?

After the JustGrants application deadline, OJP starts its review process:

- Basic Minimum Requirements
- Peer Review
- Programmatic and Financial Review
- Risk Review

Award Notices

Visit the OJP Grant Awards public website: ojp.gov/funding/ojpgrantawards

Successful applicants notified by JustGrants:

- Accept or decline award within 45 days
- Follow steps in <u>DOJ Award Acceptance Checklist</u>



Application Resources



OJP Grant Application Resource Guide

February 6, 2025

The Office of Justice Programs (OJP) Grant Application Resource Guide provides guidance to assist OJP grant applicants in applying for OJP funding. It complements notices of funding opportunities (NOFOs) by providing more detail about policies, statutes, and regulations that apply to many (or in some cases, all) OJP funding applicants or to grants and cooperative agreements awarded in fiscal year (FY) 2025. For detailed instructions on using the JustGrants system to submit applications, review the <u>Application Submission Resources</u>. Some OJP NOFOs expressly modify a provision of this guide; in such cases, the applicant should follow the guidelines in the NOFO.

DOJ Grant Application Process Overview &

See the YouTube Terms of Service of and Google Privacy Policy of



Contents &

- Finding Funding Opportunities
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- o Information Technology (IT) Security Clauses
- Other Information
- Information Regarding Potential Evaluation of Programs and Activities
- Note on Project Evaluations
- Freedom of Information and Privacy Act (5 U.S.C. § 552 and § 552a)
- Provide Feedback to OJP
- OJP Peer Reviewers



JustGrants Resources Website

Share Your Feedback



▲ SAM.gov Entity Registration and Renewal Requirement ℰ

All entities seeking Department of Justice (DOJ) grant funding must have an "active" registration in SAM.gov. Begin the SAM.gov registration or renewal process 30 days prior to any deadlines to allow time to complete the full process.

For additional support, visit SAM.gov Help.



See the YouTube Terms of Service I and Google Privacy Policy I

Video: DOJ Grant Application Process Overview

Want to apply for Department of Justice (DOJ) funding? This video offers a quick look at the systems you'll use to complete your grant application-SAM.gov, Grants.gov, and JustGrants-and shows you where to find assistance with any step in the grant application process.

Watch the Video



JustGrants Login

Select the access graphic above to log in to the Justice Grants System (JustGrants).



Training

Learn to navigate JustGrants effectively and complete various essential grants management tasks.



FAQs

Find answers to frequently asked questions regarding the Justice Grants System (JustGrants) and the Automated Standard Application for Payments



User Support

Access self-service, topic-specific, and technical support options for assistance in using the JustGrants



Links to resource guides, financial and administrative resources for grant management, funding opportunities, and ASAP training and resources.



News & Updates

View the latest information and updates on DOJ's grants management and payment management systems and sign up for JusticeGrants Updates emails from the COPS Office, OJP, and OVW.

Application Assistance

Grants.gov

Assistance with submitting the **SF-424**.

- Customer Support Hotline
 - 800−518−4726 or 606-545-5035
 - Operates 24 hours a day, 7 days a week, except on federal holidays.
- Web and Email
 - https://www.grants.gov/support
 - support@grants.gov

JustGrants

Assistance with submitting the full application in DOJ's Justice Grants System (JustGrants).

- Customer Support Hotline
 - o 833-872-5175
 - Monday Friday between 7am and 9pm ET
 - Saturday, Sunday, and federal holidays from
 9am 5pm ET
- · Web and Email
 - https://justicegrants.usdoj.gov/user-support
 - <u>JustGrants.Support@usdoj.gov</u>



OJP Response Center

10am to 6pm ET, Monday - Friday

Additional Questions?



Email: <u>OJP.ResponseCenter@usdoj.gov</u>



Toll free: 800-851-3420



TTY: 202-353-5556 (hearing impaired only)

Important Deadlines

BJA FY25 Missing and Unidentified Human Remains (MUHR) Program

Deadline to submit SF-424 in Grants.gov: October 10, 2025, by 11:59 p.m. Eastern Time

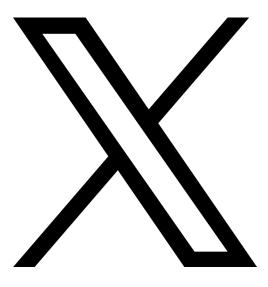
Deadline to submit application in JustGrants: October 17, 2025, by 8:59 p.m. Eastern Time



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- Facebook: https://www.facebook.com/DOJBJA
- X: https://x.com/DOJBJA
- YouTube: https://www.youtube.com/dojbja
- Use the QR code to subscribe to "Justice Matters" and "News From BJA" to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit BJA's website: www.bja.ojp.gov
- Subscribe to Justice Programs News & Funding https://www.ojp.gov/news/justice-programs-news-funding.











Q&A



Please send your questions via the Q&A pod. If you would rather ask verbally, use the raise hand feature to be unmuted and speak. Wait to unmute until you have been acknowledged.

