



The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), National Institute of Justice (NIJ) is pleased to announce that it is seeking applications for funding under the Postconviction DNA Testing Assistance Program. This program furthers the Department's mission by offering assistance to States to help defray the costs associated with postconviction DNA testing of forcible rape, murder, and nonnegligent manslaughter cases where actual innocence might be demonstrated.

Solicitation: Postconviction DNA Testing Assistance Program

Eligibility

(See "Eligibility," page 3.)

Deadline

Registration with [OJP's Grant Management System \(GMS\)](#) is required prior to application submission. (See "How to Apply," page 7.)

All applications are due by **11:45 p.m. eastern time on April 22, 2010.**
(See "Deadlines: Registration and Application," page 3.)

Contact Information

For technical assistance with submitting the application, contact the Grants Management System Support Hotline at 1-888-549-9901, option 3 or via e-mail to GMS.HelpDesk@usdoj.gov.

Note: The [GMS](#) Support Hotline hours of operation are Monday–Friday from 6:00 a.m. to midnight eastern time, except for Federal holidays.

For assistance with any other requirement of this solicitation, contact Gerald LaPorte, Forensic Policy Program Manager, at 202-305-1106 or by e-mail to gerald.laporte@usdoj.gov.

SL# 000922

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Postconviction DNA Testing Assistance Program

CFDA No. 16.741

Overview

The National Institute of Justice (NIJ) is the research, development and evaluation agency of the U.S. Department of Justice (DOJ) and a component of the Office of Justice Programs (OJP). NIJ provides objective, independent, evidence-based knowledge and tools to enhance the administration of justice and public safety. NIJ solicits proposals to inform its search for the knowledge and tools to guide policy and practice.

NIJ is seeking applications from States wishing to receive funding to help defray the costs associated with postconviction DNA testing of forcible rape, murder, and non-negligent manslaughter cases in which actual innocence might be demonstrated. Funds may be used to review such postconviction cases and to locate and analyze biological evidence associated with these cases.

Postconviction DNA testing has received considerable attention in recent years. Since the advent of forensic DNA analysis, a number of people convicted of crimes have been subsequently exonerated through DNA analysis of crime scene evidence that was not tested at the time of trial. Additionally, newer technologies have substantially increased the successful DNA analysis of aged, degraded, limited, or otherwise compromised biological evidence. As a result, crime scene samples once thought to be unsuitable for testing in the past may now yield DNA profiles. Moreover, samples that previously generated inconclusive DNA results may now be amenable to reanalysis using newer methods.

Authorizing Legislation: Department of Justice Appropriations Act, 2010 (Public Law 111–117).

Deadlines: Registration and Application

Registration is required prior to submission. The deadline to register in GMS is **11:45 p.m. eastern time on April 22, 2010**, and the deadline for applying for funding under this announcement is **11:45 p.m. eastern time on April 22, 2010**. Please see the “How to Apply” section, page 7, for more details.

Eligibility

States¹ may apply for funding under this solicitation. To be eligible for an award, a State must submit an express certification from the chief legal officer of the State (typically the Attorney General) that the State—

1. Provides postconviction DNA testing of specified biological evidence under a State statute, or under State rules, regulations, or practices, to persons convicted after trial and under a sentence of imprisonment or death for a State offense of forcible rape,

¹ For purposes of this solicitation, the term “State” includes the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.

murder, or nonnegligent manslaughter, in a manner intended to ensure a reasonable process for resolving claims of actual innocence; and

2. Preserves biological evidence secured in relation to the investigation or prosecution of a State offense of forcible rape, murder, or nonnegligent manslaughter under a State statute, local ordinances, or State or local rules, regulations, or practices, in a manner intended to ensure that reasonable measures are taken by all jurisdictions within the State to preserve such evidence.

Any certification that is submitted must be personally executed by the chief legal officer of the State after a determination that the certification may properly be made. To establish eligibility, the certification must be received by NIJ **no later than April 22, 2010, 11:45 p.m. eastern time** for inclusion as part of the grant application. See also "What an Application Must Include," below, and Appendix I, which includes a template for the certification.

Note: States are encouraged to review the provisions of section 413 of the Justice for All Act of 2004 (Public Law 108–405). Although not applicable to awards under this FY 2010 solicitation, these or related provisions may apply to future solicitations related to postconviction DNA testing assistance. (A copy of section 413 appears in Appendix II, along with copies of 18 U.S.C. §§ 3600(a) and 3600A, which are referenced therein.)

Applicant States must satisfy the eligibility requirements outlined above, the application requirements outlined in this announcement, the general requirements for NIJ and OJP grants, and all other applicable legal requirements.

Specific Information—Postconviction DNA Testing Assistance Program

A. Award Purpose

Funds are to be used by States to help defray the costs of postconviction DNA testing. Specifically, funding may be used to review postconviction cases of forcible rape, murder, and nonnegligent manslaughter, and to locate and analyze biological evidence samples associated with these cases.

For purposes of this announcement—

- "Case review" means review of files or documentation of postconviction cases of forcible rape, murder, and non-negligent manslaughter by appropriate persons such as prosecutors, public defenders, law enforcement personnel, and medical examiners to determine whether biological evidence exists that might, through DNA analysis, demonstrate the actual innocence of the person previously convicted.
- "Locate evidence" means seek to locate, following a case review, biological evidence that, through DNA analysis, might demonstrate actual innocence, through activities such as the searching of files, storage facilities, and evidence rooms.
- "DNA analysis of biological evidence" includes the handling, screening, and DNA analysis of biological evidence located in connection with a case review.

All DNA analyses conducted using funding from this program must be performed by a laboratory (government-owned or fee-for-service) that is accredited and currently undergoes external audits not less than once every 2 years that demonstrate compliance with the applicable DNA Quality Assurance Standards established by the Director of the FBI.

Each DNA analysis conducted under this program must be maintained pursuant to any applicable Federal privacy requirements.

B. Award Period

In general, NIJ will limit its grants under this program to a maximum period of 18 months after the start of the award.

C. Expected Results and Outcomes

It is expected that States receiving Postconviction DNA Testing Assistance funds will—

1. Review appropriate postconviction cases to identify those in which DNA testing could prove the actual innocence of a person convicted of forcible rape, murder, or non-negligent manslaughter.
2. Locate biological evidence associated with such postconviction cases.
3. Perform DNA analysis of appropriate biological evidence.

Accordingly, awardees must submit data in their progress reports detailing the number and types of cases reviewed, the number of cases in which biological evidence still exists, the number of cases in which biological evidence was subjected to DNA analysis, and the number of cases that yielded a DNA profile(s).

D. Permissible Uses of Funds

The following types of expenditures may be permitted under this program:

- 1. Supplies.** Funds may be used to acquire laboratory supplies for DNA analysis of biological evidence.
- 2. Overtime.** Funds may be used for overtime for people directly engaged in case review, location of evidence, or DNA analysis of biological evidence. Any payments for overtime must be in accordance with the applicable provisions of the OJP Financial Guide, available at <http://www.ojp.usdoj.gov/financialguide/>.
- 3. Consultant and Contractor Services.** Funds may be used to hire consultants and/or temporary contract staff to conduct case reviews, locate evidence, or conduct DNA analysis of biological evidence. Funds may also be used for contracts with accredited fee-for-service vendors to conduct DNA analysis of biological evidence.
- 4. Computer Equipment.** Funds may be used to upgrade, replace, lease, or purchase computer hardware or software that will be used exclusively for case review, location of evidence, or DNA analysis of biological evidence.
- 5. Salary and Benefits of Additional Employees.** Funds may be used for salaries and benefits of additional full- or part-time employees to the extent such employees are directly

engaged in case review, location of evidence, or DNA analysis of biological evidence. Applicants must provide documentation that any new full- or part-time employee(s) will be directly engaged in these activities.

What will *not* be funded:

- 1. Construction.**
- 2. Renovation.**
- 3. Laboratory Equipment.** Funds may not be used to upgrade, replace, lease, or purchase laboratory equipment.
- 4. Salaries and Benefits for Existing Staff.** Funds may not be used to pay salaries and/or benefits for existing staff, other than overtime as discussed above.

Amount and length of awards: Total funding for this solicitation and the number of awards made will depend on the availability of funds, the quality of the applications, and other pertinent factors. **All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.**

Applicants should be aware that the total period for an award, including one that receives a project period extension, ordinarily will not exceed 3 years.

A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. See "Cofunding" under "What an Application Must Include."

Budget Information

Limitation on Use of Award Funds for Employee Compensation; Waiver: With respect to any award of more than \$250,000 made under this solicitation, Federal funds may not be used to pay total cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The 2010 salary table for SES employees is available at <http://www.opm.gov/oca/10tables/indexSES.asp>.) Note: A recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The limitation on compensation rates allowable under an award may be waived on an individual basis at the discretion of the Director of the National Institute of Justice. An applicant that wishes to request a waiver must include a detailed justification in the budget narrative of its application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request that the applicant adjust and resubmit its budget.

The justification should include: the particular qualifications and expertise of the individual, the uniqueness of the service being provided, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work that is to be done.

Performance Measures

To assist in fulfilling the Department’s responsibilities under the Government Performance and Results Act (GPRA), P.L. 103–62, applicants who receive funding under this solicitation must provide data that measure the results of their work. **Additionally, applicants must discuss in their application their methods for collecting data for performance measures. Please refer to “What an Application Must Include” (page 9) for additional information on applicant responsibilities for collecting and reporting data.** Performance measures for this solicitation are as follows:

Objective	Performance Measure(s)	Data Grantee Provides
To help defray the costs associated with postconviction DNA testing.	<ol style="list-style-type: none"> 1. Increase the number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—that have been subjected to DNA testing. 2. Percent of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—that have been subjected to DNA testing. 3. Percent of eligible cases that are reviewed. 	<ol style="list-style-type: none"> 1. The number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—reviewed, by offense. 2. The number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—reviewed pursuant to court order, by offense. 3. The number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—reviewed pursuant to executive order (e.g., order of the Governor), by offense. 4. The number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—reviewed in which biological evidence still exists, by offense. 5. The number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—subjected to DNA testing, by offense. 6. The number of postconviction cases—forcible rape, murder, and nonnegligent manslaughter—that yielded DNA profiles, by offense.

How to Apply

Applications will be submitted through OJP’s Grants Management System ([GMS](#)). [GMS](#) is a Web-based, data-driven computer application that provides cradle to grave support for the application, award and management of grants at OJP. Applicants should begin the process immediately to meet the GMS registration deadline, especially if this is the first time they have used the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. If you experience technical difficulties at any point during this process, please e-mail GMSHelpDesk@usdoj.gov, or call 1–888–549–9901 (option 3), Monday–Friday from 6:00 a.m. to Midnight eastern time, except for Federal holidays. OJP highly recommends starting the registration process as early as possible to prevent delays in the application submission by the specified deadline.

All applicants are required to complete the following.

1. **Acquire a DUNS Number.** A DUNS number is required to submit an application in GMS. The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numbering System) number in their application for a new award or renewal of an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Obtain a DUNS number by calling 1-866-705-5711 or by applying online at www.dunandbradstreet.com. Individuals are exempt from this requirement.
2. **Acquire or Renew Registration with the Central Contractor Registration (CCR) Database.** CCR registration is required to receive funding. OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Organizations that have previously submitted applications via Grants.gov are already registered with CCR, as it is a requirement for Grants.gov registration. Please note, however, that applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about CCR registration procedures can be accessed at www.ccr.gov.
3. **Acquire a GMS Username and Password.** If you are a new user, please create a GMS profile by selecting the first time user link under the sign-in box of the [GMS](#) home page. For more information on how to register in GMS, go to www.ojp.usdoj.gov/gmscbt/.
4. **Search for the Funding Opportunity on GMS.** After you log in to GMS or complete your GMS profile for your username and password, go to the Funding Opportunities link on the left hand side of the page. Please select "National Institute of Justice" and then "NIJ FY 10 Postconviction DNA Testing Assistance Program."
5. **Select the Apply Online Button Associated with the Solicitation Title.** The search results from step 4 will display the solicitation title along with the Registration and Application Deadlines for this funding opportunity. Please select the Apply Online button in the Action Column to create an application in the system.
6. **Submit an Application Addressing All of the Requirements Outlined in this Solicitation by Following the Directions in GMS.** Once submitted, GMS will display a confirmation screen stating your submission was successful. **Important:** You are urged to submit your application at least 72 hours prior to the due date of the application.

Note: OJP's Grants Management System (GMS) does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

Experiencing Unforeseen GMS Technical Issues

If you experience unforeseen GMS technical issues beyond your control which prevent you from submitting your application by the deadline, you must contact the NIJ staff member listed on the title page **within 24 hours after the deadline** and request approval to submit your application. At that time, NIJ staff will require you to e-mail the complete grant application, your DUNS number, and provide a GMS Help Desk tracking number(s). After the program office reviews all of the information submitted, and contacts the GMS Helpdesk to validate the technical issues you reported, OJP will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be validated, your application will be rejected as untimely.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to follow GMS instructions on how to register and apply as posted on its Web site; (3) failure to follow all of the instructions in the OJP solicitation; and (4) technical issues experienced with the applicant's computer or information technology (IT) environment.

Notifications regarding known technical problems with GMS are posted on the OJP funding Web page, www.ojp.usdoj.gov/funding/solicitations.htm.

What an Application Must Include

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget Detail Worksheet and Budget Narrative," "Timelines," "Memoranda of Understanding," "Resumes") for all required attachments. Where resumes are required, OJP recommends that all resumes be included in a single file.

Standard Form 424

Please see www07.grants.gov/assets/SF424Instructions.pdf for instructions on how to complete your SF424.

Program Narrative

The program narrative must address the specific project objectives, expected results, and implementation approach. It should demonstrate, specifically and comprehensively, how requested funds will be used to help defray costs of postconviction DNA testing of forcible rape, murder, and nonnegligent manslaughter cases.

Applicants must define the case review selection criteria they will use. Case review and follow-through strategies should be developed in cooperation with the forensic laboratory, prosecutor, defense counsel, courts, law enforcement, corrections, and any other criminal justice agencies that would be affected. Please see the "Selection Criteria" section on page 11 for additional information about items a successful application should include.

The Program Narrative includes:

- a. Abstract (not to exceed 600 words).
- b. Table of contents.
- c. Main body, which includes:
 - Purpose, goals, objectives, and expected results.

- Implementation approach, including case review selection criteria.
 - Management plan and organization.
 - Need and relevance to the goals and objectives of the program.
- d. Appendixes (not counted against program narrative page limit) include:
- Bibliography/References (if applicable).
 - List of key personnel (required).
 - Résumés of key personnel (required).
 - List of previous and current NIJ awards (required).
 - Letters of cooperation/support or administrative agreements from organizations collaborating in the project (if applicable).
 - Chart for timeline or milestones (required).
 - Other materials required by the solicitation.

The program narrative section of your application must not exceed 50 double-spaced pages in 12-point font with 1-inch margins. Abstract, table of contents, charts, figures, appendices, and government forms do not count toward the 50-page limit for the narrative section.

Budget Detail Worksheet and Budget Narrative

A sample Budget Detail Worksheet can be found at www.ojp.gov/funding/forms/budget_detail.pdf. If you submit a different format, you must include the budget categories as listed in the sample budget worksheet.

For questions pertaining to budget and examples of allowable and unallowable costs, please see the OJP Financial Guide at www.ojp.gov/financialguide/index.htm.

The Budget Narrative is a plain-language description of each of the proposed expenditures listed in the Budget Detail Worksheet. It should clearly explain the purpose and reason for all expenditures in the budget. There should be no ambiguities about any budget item. The narrative also should include details for calculated rates or other figures. As with the Budget Detail Worksheet, the Budget Narrative must be broken down on a year-by-year basis.

Cofunding: A grant made by NIJ under this solicitation may account for up to 100 percent of the total cost of the project. You must indicate whether you believe it is feasible for you to contribute cash, facilities, or services as non-Federal support for the project. Your application should identify generally any such contributions that you expect to make and your proposed budget should indicate in detail which items, if any, will be supported with non-Federal contributions.

Indirect Cost Rate Agreement (if applicable)

Applicants that do not have a federally negotiated indirect cost rate and wish to establish one can submit a proposal to their “cognizant” Federal agency. Generally, the cognizant Federal agency is the agency that provides the preponderance of direct Federal funding. This can be determined by reviewing an organization’s schedule of Federal financial assistance. If DOJ is your cognizant Federal agency, obtain information needed to submit an indirect cost rate proposal at <http://www.ojp.usdoj.gov/financialguide/part3/part3chap17.htm>.

Plan for Collecting the Data Required for Performance Measures. (See "Performance Measures," above.)

The data collection plan is a description of the applicant's plan for collecting the data required for performance measures. Applicants must discuss this plan in their applications. The plan must describe how the performance measures data will be derived, state who will be responsible for collecting the data, and state that the data will be available for review 3 years post award, as required. The data collection plan should be rigorous to ensure that the performance measure data provided are accurate, auditable, and correctly measure the impact of the Federal funds provided.

Program-Specific Attachment

Certification as to Provision of Postconviction DNA Testing and Preservation of Biological Evidence

As described above in the "Eligibility" section, to be eligible for an award, a State must submit a specific certification personally executed by its chief legal officer (typically the Attorney General) regarding the provision of postconviction DNA testing and preservation of biological evidence. A template for the certification appears in Appendix I. As noted earlier, any such certification must be received by NIJ **no later than April 22, 2010, 11:45 p.m. eastern time.**

Other Standard Forms

Additional forms that may be required are available on OJP's funding page at <http://www.ojp.usdoj.gov/funding/forms.htm>. Please note in particular the following forms.

[Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements](#) (required of all applicants as part of the GMS application process)

[Disclosure of Lobbying Activities](#) (required for any applicant that expends any funds for lobbying activities)

[Accounting System and Financial Capability Questionnaire](#) (required for any applicant that is a nongovernmental entity and that has not received any award from OJP within the past 3 years)

[Standard Assurances](#) (required of all applicants as part of the GMS application process)

Note: Attachments to the application should be included in one of the following four categories: 1) Program Narrative; 2) Budget Detail Worksheet and Budget Narrative; 3) Appendices; and 4) Other Requirements.

Selection Criteria

Statement of the Problem (Understanding of the problem and its importance)—10%

1. Awareness of the state of current DNA technology and DNA testing relative to postconviction cases.

Project/Program Design and Implementation (Quality and technical merit)—30%

1. How requested funds will, specifically and comprehensively, be used to help defray costs of postconviction DNA testing.
2. Need and relevance to the goals and objectives of the program.
3. Feasibility of proposed project and awareness of pitfalls.
4. Innovation and creativity (when appropriate).

Capabilities/Competencies (Capabilities, demonstrated productivity, and experience of applicants)—20%

1. Qualifications and experience of proposed staff.
2. Demonstrated ability of proposed staff and organization to manage the effort.
3. Adequacy of the plan to manage the project, including how various tasks are subdivided and resources are used.
4. Successful past performance on NIJ grants and contracts (when applicable).

Budget—20%

1. Total cost of the project relative to the perceived benefit.
2. Appropriateness of the budget relative to the level of effort.
3. Use of existing resources to conserve costs.

Impact/Outcomes and Evaluation/Plan for Collecting Data for Performance Measures (Relevance to policy and practice)—20%

1. Potential for significant advances in the field.
2. Plan for collecting data for performance measures.
3. Relevance for improving the policy and practice of criminal justice and related agencies in the United States and improving public safety, security, and quality of life.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. NIJ reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with basic minimum program or legislative requirements as stated in the solicitation (including, but not limited to, requirements as to timeliness, proper format, and responsiveness to the scope of the solicitation).

Peer reviewers will be reviewing the applications submitted under this solicitation that meet basic minimum requirements. NIJ may use either internal peer reviewers, external peer reviewers, or a combination to review the applications under this solicitation. An external peer reviewer is an expert in the field of the subject matter of a given solicitation who is NOT a current U.S. Department of Justice employee. An internal reviewer is a current U.S. Department of Justice employee who is well-versed or has expertise in the subject matter of this solicitation. Eligible applications will be evaluated, scored, and rated by a peer review panel. Peer reviewers' ratings and any resulting recommendations are advisory only. In addition to peer review ratings, considerations for award recommendations and decisions may include, but are not limited to, underserved populations, geographic diversity, strategic priorities, past performance, and available funding.

The Office of the Chief Financial Officer (OCFO), in consultation with NIJ, conducts a financial review of applications for potential discretionary awards and cooperative agreements to evaluate the fiscal integrity and financial capability of applicants; examines proposed costs to determine if the budget and budget narrative accurately explain project costs; and determines whether costs are reasonable, necessary, and allowable under applicable Federal cost principles and agency regulations.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General (AAG), who may also give consideration to factors including, but not limited to, underserved populations, geographic diversity, strategic priorities, past performance, and available funding when making awards.

Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. We strongly encourage you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at http://www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Faith-Based and Other Community Organizations
- Confidentiality and Human Subjects Protection (if applicable)
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Nonsupplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with [Office of Justice Programs Financial Guide](#)
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in excess of \$5,000,000 – Federal taxes certification requirement

If your proposal is funded, you will be required to submit several reports and other materials, including: quarterly financial reports, semi-annual progress reports, a final progress report, and, if applicable, an annual audit report in accordance with Office of Management and Budget Circular A-133. The final report must include a summary and assessment of the program carried out with the award. Future awards and fund drawdowns may be withheld if reports are delinquent.

Application Checklist

Postconviction DNA Testing Assistance Program

The application checklist has been created to aid you in developing your application.

Eligibility:

- Certification as to Provision of Postconviction DNA Testing and Preservation of Biological Evidence (see pages 3–4, 11, and Appendix I) (required)

Application Components:

- Program Narrative (see pages 9–10 and “Selection Criteria,” pages 11–12)
- Appendices to the Program Narrative
 - Bibliography/References (if applicable)
 - List of key personnel (required)
 - Resumes of key personnel (required)
 - List of previous and current NIJ awards to applicant organization (required)
 - Letters of cooperation/support or administrative agreements from organizations collaborating in the project (if applicable)
 - Chart for timeline or milestones (required)
- Budget Narrative
- Budget Detail Worksheet
- Indirect Cost Rate Agreement (if applicable)
- Plan for Collecting Data for Performance Measures

Program Narrative/Abstract Format:

- Double-spaced
- 12-point standard font
- 1” standard margins
- Narrative is 50 pages or less

Other Requirements:

- Standard Form 424
- DUNS number
- Other Standard Forms as applicable (see page 11), including
 - Disclosure of Lobbying Activities (if applicable)
 - Accounting System and Financial Capability Questionnaire (if applicable)

Appendix I: Certification Template

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
NATIONAL INSTITUTE OF JUSTICE

FY 2010 Postconviction DNA Testing Assistance Program

Certification as to Provision of Postconviction DNA Testing
and Preservation of Biological Evidence

On behalf of the applicant State (as defined in the solicitation) named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

(A) The State provides postconviction DNA testing of specified biological evidence under a State statute, or under State rules, regulations, or practices, to persons convicted after trial and under a sentence of imprisonment or death for a State offense of forcible rape, murder, or nonnegligent manslaughter, in a manner intended to ensure a reasonable process for resolving claims of actual innocence; and

(B) The State preserves biological evidence secured in relation to the investigation or prosecution of a State offense of forcible rape, murder, or nonnegligent manslaughter under a State statute, local ordinances, or State or local rules, regulations, or practices, in a manner intended to ensure that reasonable measures are taken by all jurisdictions within the State to preserve such evidence.

I am the chief legal officer of the applicant State and have authority to make this certification. I am aware that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that certifications provided in connection with Office of Justice Programs grants are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of Inspector General.

Signature of Certifying Official

Printed Name of Certifying Official

Title of Certifying Official

Name of Applicant State

Date

Appendix II: Selected Statutes

(See “NOTE” in the “Eligibility” section of the solicitation.)

Section 413 of the Justice for All Act of 2004 (Public Law 108–405) provides:

Incentive grants to States to ensure consideration of claims of actual innocence.

For each of fiscal years 2005 through 2009, all funds appropriated to carry out sections 303, 305, 308, and 412 shall be reserved for grants to eligible entities that—

(1) meet the requirements under section 303, 305, 308, or 412, as appropriate; and

(2) demonstrate that the State in which the eligible entity operates—

(A) provides post-conviction DNA testing of specified evidence—

(i) under a State statute enacted before the date of enactment of this Act [October 30, 2004] (or extended or renewed after such date), to persons convicted after trial and under a sentence of imprisonment or death for a State felony offense, in a manner that ensures a reasonable process for resolving claims of actual innocence; or

(ii) under a State statute enacted after the date of enactment of this Act [October 30, 2004], or under a State rule, regulation, or practice, to persons under a sentence of imprisonment or death for a State felony offense, in a manner comparable to section 3600(a) of title 18, United States Code (provided that the State statute, rule, regulation, or practice may make postconviction DNA testing available in cases in which such testing is not required by such section), and if the results of such testing exclude the applicant, permits the applicant to apply for post-conviction relief, notwithstanding any provision of law that would otherwise bar such application as untimely; and

(B) preserves biological evidence secured in relation to the investigation or prosecution of a State offense—

(i) under a State statute or a State or local rule, regulation, or practice, enacted or adopted before the date of enactment of this Act [October 30, 2004] (or extended or renewed after such date), in a manner that ensures that reasonable measures are taken by all jurisdictions within the State to preserve such evidence; or

(ii) under a State statute or a State or local rule, regulation, or practice, enacted or adopted after the date of enactment of this Act [October 30, 2004], in a manner comparable to section 3600A of title 18, United States Code, if—

(I) all jurisdictions within the State comply with this requirement; and

(II) such jurisdictions may preserve such evidence for longer than the period of time that such evidence would be required to be preserved under such section 3600A.

18 U.S.C. § 3600(a) provides:

DNA testing

(a) In general.—Upon a written motion by an individual under a sentence of imprisonment or death pursuant to a conviction for a Federal offense (referred to in this section as the "applicant"), the court that entered the judgment of conviction shall order DNA testing of specific evidence if the court finds that all of the following apply:

(1) The applicant asserts, under penalty of perjury, that the applicant is actually innocent of—

(A) the Federal offense for which the applicant is under a sentence of imprisonment or death; or

(B) another Federal or State offense, if—

(i) evidence of such offense was admitted during a Federal death sentencing hearing and exoneration of such offense would entitle the applicant to a reduced sentence or new sentencing hearing; and

(ii) in the case of a State offense—

(I) the applicant demonstrates that there is no adequate remedy under State law to permit DNA testing of the specified evidence relating to the State offense; and

(II) to the extent available, the applicant has exhausted all remedies available under State law for requesting DNA testing of specified evidence relating to the State offense.

(2) The specific evidence to be tested was secured in relation to the investigation or prosecution of the Federal or State offense referenced in the applicant's assertion under paragraph (1).

(3) The specific evidence to be tested—

(A) was not previously subjected to DNA testing and the applicant did not—

(i) knowingly and voluntarily waive the right to request DNA testing of that evidence in a court proceeding after the date of enactment of the Innocence Protection Act of 2004 [October 30, 2004]; or

(ii) knowingly fail to request DNA testing of that evidence in a prior motion for postconviction DNA testing; or

(B) was previously subjected to DNA testing and the applicant is requesting DNA testing using a new method or technology that is substantially more probative than the prior DNA testing.

(4) The specific evidence to be tested is in the possession of the Government and has been subject to a chain of custody and retained under conditions sufficient to ensure that such evidence has not been substituted, contaminated, tampered with, replaced, or altered in any respect material to the proposed DNA testing.

(5) The proposed DNA testing is reasonable in scope, uses scientifically sound methods, and is consistent with accepted forensic practices.

(6) The applicant identifies a theory of defense that—

(A) is not inconsistent with an affirmative defense presented at trial; and

(B) would establish the actual innocence of the applicant of the Federal or State offense referenced in the applicant's assertion under paragraph (1).

(7) If the applicant was convicted following a trial, the identity of the perpetrator was at issue in the trial.

(8) The proposed DNA testing of the specific evidence may produce new material evidence that would—

(A) support the theory of defense referenced in paragraph (6); and

(B) raise a reasonable probability that the applicant did not commit the offense.

(9) The applicant certifies that the applicant will provide a DNA sample for purposes of comparison.

(10) The motion is made in a timely fashion, subject to the following conditions:

(A) There shall be a rebuttable presumption of timeliness if the motion is made within 60 months of enactment of the Justice For All Act of 2004 [October 30, 2004] or within 36 months of conviction, whichever comes later. Such presumption may be rebutted upon a showing—

(i) that the applicant's motion for a DNA test is based solely upon information used in a previously denied motion; or

(ii) of clear and convincing evidence that the applicant's filing is done solely to cause delay or harass.

(B) There shall be a rebuttable presumption against timeliness for any motion not satisfying subparagraph (A) above. Such presumption may be rebutted upon the court's finding—

(i) that the applicant was or is incompetent and such incompetence substantially contributed to the delay in the applicant's motion for a DNA test;

(ii) the evidence to be tested is newly discovered DNA evidence;

(iii) that the applicant's motion is not based solely upon the applicant's own assertion of innocence and, after considering all relevant facts and circumstances surrounding the motion, a denial would result in a manifest injustice; or

(iv) upon good cause shown.

(C) For purposes of this paragraph—

(i) the term "incompetence" has the meaning as defined in section 4241 of title 18, United States Code;

(ii) the term "manifest" means that which is unmistakable, clear, plain, or indisputable and requires that the opposite conclusion be clearly evident.

18 U.S.C. § 3600A provides:

Preservation of biological evidence

(a) In general.—Notwithstanding any other provision of law, the Government shall preserve biological evidence that was secured in the investigation or prosecution of a Federal offense, if a defendant is under a sentence of imprisonment for such offense.

(b) Defined term.—For purposes of this section, the term "biological evidence" means—

(1) a sexual assault forensic examination kit; or

(2) semen, blood, saliva, hair, skin tissue, or other identified biological material.

(c) Applicability.—Subsection (a) shall not apply if—

(1) a court has denied a request or motion for DNA testing of the biological evidence by the defendant under section 3600, and no appeal is pending;

(2) the defendant knowingly and voluntarily waived the right to request DNA testing of the biological evidence in a court proceeding conducted after the date of enactment of the Innocence Protection Act of 2004 [October 30, 2004];

(3) after a conviction becomes final and the defendant has exhausted all opportunities for direct review of the conviction, the defendant is notified that the biological evidence may be destroyed and the defendant does not file a motion under section 3600 within 180 days of receipt of the notice;

(4) (A) the evidence must be returned to its rightful owner, or is of such a size, bulk, or physical character as to render retention impracticable; and

(B) the Government takes reasonable measures to remove and preserve portions of the material evidence sufficient to permit future DNA testing; or

(5) the biological evidence has already been subjected to DNA testing under section 3600 and the results included the defendant as the source of such evidence.

(d) Other preservation requirement.—Nothing in this section shall preempt or supersede any statute, regulation, court order, or other provision of law that may require evidence, including biological evidence, to be preserved.

(e) Regulations.—Not later than 180 days after the date of enactment of the Innocence Protection Act of 2004 [October 30, 2004], the Attorney General shall promulgate regulations to implement and enforce this section, including appropriate disciplinary sanctions to ensure that employees comply with such regulations.

(f) Criminal penalty.—Whoever knowingly and intentionally destroys, alters, or tampers with biological evidence that is required to be preserved under this section with the intent to prevent that evidence from being subjected to DNA testing or prevent the production or use of that evidence in an official proceeding, shall be fined under this title, imprisoned for not more than 5 years, or both.

(g) Habeas corpus.—Nothing in this section shall provide a basis for relief in any Federal habeas corpus proceeding.