

The background of the document is a faded, grayscale image of the Wisconsin State Capitol building, showing its iconic dome and classical architectural details. At the top of the page, there are two thick, wavy red and white stripes, reminiscent of the American flag.

State of Wisconsin  
Department of Justice  
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Brad D. Schimel  
Attorney General

Criminal Justice  
**JAG/JJ/AWA PREA Reallocation Funds (2014)**

**Grant Announcement**

**Applications must be submitted through  
Egrants on or before February 18, 2015**



**STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE**

**Important Contact Information for this Grant Opportunity:**

JAG Program/Policy: Matt Raymer (608) 261-4374 or  
[raymermc@doj.state.wi.us](mailto:raymermc@doj.state.wi.us)

JJ Program/Policy: Nina Emerson (608) 261-6626  
[emersonnj@doj.state.wi.us](mailto:emersonnj@doj.state.wi.us)

JAG/JJ Budget/Fiscal: Katie Hawkins (608) 266-7949 or  
[hawkinskd@doj.state.wi.us](mailto:hawkinskd@doj.state.wi.us)

JAG/JJ Forms/Signatures: Sabrina Gentile (608) 266-7639 or  
[gentilem@doj.state.wi.us](mailto:gentilem@doj.state.wi.us)

VAWA Program/Policy: Shira Phelps (608) 267-5250 or  
[phelpssr@doj.state.wi.us](mailto:phelpssr@doj.state.wi.us)

VAWA Budget/Fiscal: Cindy Grady (608) 264-6209 or  
[gradyca@doj.state.wi.us](mailto:gradyca@doj.state.wi.us)

VAWA Forms/Signatures: Keeley Crowley (608) 266-0936 or  
[crowleykj@doj.state.wi.us](mailto:crowleykj@doj.state.wi.us)

Egrants Assistance: Weekdays, 8am – 4:30pm  
Email: [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us)  
Local calls: (608) 267-9068  
Toll free: (888) 894-6607

The Egrants application guide has step-by-step instructions for accessing and using the Egrants online system. The guide is posted [on the Egrants page of our website](#).

Online help is available throughout the Egrants application process. Once you have started an application, look for the HELP button in the top right corner of the screen. Page-specific instructions can be found there.

## Grant Announcement Summary

**Program Area:** Criminal Justice

**Grant Title:** JAG/JJ/VAWA PREA Reallocation Funds (2014)

**Description:** Through this grant announcement, the Wisconsin Department of Justice (DOJ) is seeking three applications from the Wisconsin Department of Corrections for reallocation funds to support compliance with the US Department of Justice (US DOJ) “National Standards to Prevent, Detect, and Respond to Prison Rape.”

**Opportunity Category:** Non-Competitive

**Important Dates:**

Application Due Date: February 18, 2015

Anticipated Project Start Date: February 1, 2015

Project End Date: September 30, 2015

**Anticipated Funding Amount:** Three PREA Reallocation grants will be awarded to the Wisconsin Department of Corrections:

- JAG PREA Reallocation: \$77,714
- JJ PREA Reallocation: \$13,536
- VAWA PREA Reallocation: \$120,836

**Match/Cost Sharing Requirement:** None

**Eligibility:** The Wisconsin Department of Corrections is the only eligible applicant.

**DUNS Number:** The federal government now requires a DUNS number as part of the grant application to keep track of how federal grant money is awarded and disbursed. If your organization needs to obtain a DUNS number, go to <http://fedgov.dnb.com/webform>. You can also search this site if you cannot find your agency’s number. Under normal circumstances, a new account can be created in 24-72 hours. The federal government has published DUNS Frequently Asked Questions at <http://fedgov.dnb.com/webform/displayFAQPage.do>. Check with your agency’s financial office before registering for a DUNS number - it is likely your agency already has one.

**DOJ cannot award grant funds until an active DUNS number is provided.**

**Eligible Expenses:** Funds may be used for consultant/contractual expenses related to compliance with the PREA National Standards.

All expenses must be new and cannot replace existing state or local government funding. Substitution of existing funds with federal grants (supplanting) will be the subject of monitoring

and audit. Violations may result in a range of penalties, including suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

## **JAG/JJ/VAWA PREA Reallocation Funds (2014)**

### **Program Description**

The Wisconsin Department of Justice (DOJ) provides financial and technical assistance to public safety and criminal justice agencies throughout the state. As the state administering agency for state and federal criminal justice programs, DOJ is responsible for establishing funding priorities, developing application criteria, awarding and disseminating grants, and assessing project achievements. This grant announcement provides information about a specific grant opportunity and instructions to help those eligible apply for a share of the available funds.

### **Program Description**

The Prison Rape Elimination Act (PREA) was passed in 2003 with unanimous support from both parties in Congress. The purpose of the act is to “provide for the analysis of the incidence and effects of prison rape in Federal, State, and local institutions and to provide information, resources, recommendations, and funding to protect individuals from prison rape.” (Prison Rape Elimination Act, 2003). In addition to mandating research on sexual assault in confinement facilities, PREA provides funding, administered by the Bureau of Justice Assistance (BJA) and the National Institute of Corrections, to support efforts across the nation to establish “zero tolerance” cultures for sexual assault in confinement facilities. PREA also directs the Attorney General to promulgate national standards for all such facilities, including prisons and local jails, police lockups, community confinement facilities, and juvenile facilities.

The National Prison Rape Elimination Commission was created by PREA and charged with developing the national standards. A final draft of the standards was published in June 2009, and was turned over to the US Department of Justice (DOJ) for review and passage as a final rule. After an extensive public comment period and subsequent revisions, the final rule was published in the Federal Register on June 20, 2012, and became effective on August 20, 2012.

PREA provides that a state whose governor does not certify full compliance with the standards is subject to the loss of five percent of any DOJ grant funds that it would otherwise receive for prison purposes, unless the governor submits an assurance that such five percent will be used only for the purpose of enabling the state to achieve and certify full compliance with the standards in future years 42 U.S.C. 15607(c).

Through this grant announcement, DOJ is seeking three applications from the Wisconsin Department of Corrections for these reallocation funds to support compliance with the US DOJ “National Standards to Prevent, Detect, and Respond to Prison Rape.”

### **Award Information**

These reallocation funds are provided from PREA penalties to the federal Byrne Memorial Justice Assistance Grant (JAG) program, the federal Title II Formula grant program, and the federal STOP Violence Against Women Act Formula Grant program. Three grants totaling \$212,086 will be awarded to the Wisconsin Department of Corrections. Grant expenditures will be reimbursed when spending is documented and submitted to DOJ. There is no match required.

Upon application approval, the applicant agency’s project director will receive paper grant award documents by mail in approximately 30 days.

## Submit Applications Using Egrants

Applications must be submitted through the Egrants online grants management system. If you have never used Egrants before, you will need to register for access to the system. To register online, go to <http://register.wisconsin.gov/AccountManagement/> and complete the 'self registration' process. On the account registration site, you will have a choice between the DOJ Egrants and WEM Egrants. Please take care to select **DOJ Egrants** during this process.

Authorization to access Egrants can take several days depending on registration activity. The DOJ help desk is open Monday-Friday 8am-4:30pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application.

An Egrants system user guide is posted on the DOJ website (Egrants page). If you have any problems using Egrants, please contact our help desk at [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us) or call us at (608) 267-9068 or toll free at (888) 894-6607 during business hours.

## Application Components

Through Egrants, you will provide DOJ with detailed information about your project that will be used to make a funding decision. Questions on what is expected in each section can be directed to:

- **JAG:** Matt Raymer at (608) 261-4374 or at [raymermc@doj.state.wi.us](mailto:raymermc@doj.state.wi.us)
- **JJ:** Nina Emerson at (608) 261-6626 or at [emersonnj@doj.state.wi.us](mailto:emersonnj@doj.state.wi.us)
- **VAWA:** Shira Phelps at (608) 267-5250 or at [phelpssr@doj.state.wi.us](mailto:phelpssr@doj.state.wi.us)

**Please note: No attachments should be included in this grant application unless specifically requested in section instructions.**

### 1. Main Summary

This page asks for information about your agency and the individuals responsible for the application and grant award. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button. Please note: When identifying individuals involved in this grant, you may not list the same person as project director and financial officer. The financial officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.

In the "Brief Project Description" text box, please describe your project in 150 words or less. A suggested format is included for your convenience:

“Funds will be used by the (your agency name and others involved in the project) to (describe what funds will be used for and who will be involved). The (what - equipment, training, project, pilot, etc.) will (describe the specific goals you hope to achieve – how will the project or equipment improve safety in Wisconsin?) [If appropriate, add which area(s) of the state will benefit]”

Responses to this section will be used on the DOJ website, cited in DOJ reports and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

## 2. **Approval Checklist**

Answer Yes or No to each question.

## 3. **Performance Measures**

Please open this section and change the page status to Complete; then save the page. Performance Measures will be identified and collected during post-award reporting rather than through this funding application process.

## 4. **Budget Detail**

Complete a project budget using the following categories. For each category used, enter a justification that describes how the items in that category will be used during the course of the grant period. It is important that you include specific details for each budget line item, including cost calculations.

Consultants/Contractual: Provide costs associated with individuals or entities providing services through a contractual arrangement. With the exception of a few justified sole source situations, contracts should be awarded via competitive processes. Attach detailed information to support the total cost of each contract. For each consultant enter the name, if known; service to be provided; hourly or daily fee (8 hour day); and estimated time on the project. Consultant fees in excess of \$650 per 8 hour day require additional justification (Contact DOJ).

VAWA Reallocation Funds Guidance: The Wisconsin Department of Corrections (WIDOC) will subcontract with the Wisconsin Coalition Against Sexual Assault (WCASA) to create a collaborative committee to create training and protocol best practices for compliance with PREA standards; WIDOC and WCASA will work together to provide cross training for agency staff, coordinate regional trainings and webinars; WIDOC and WCASA will create a memorandum of understanding as specified in the PREA standards between WIDOC and all community advocacy organizations on providing service to victims in confinement; and WCASA will provide intense technical assistance within designated regions to all sexual assault service providers on providing service to victims in confinement.

## 5. **Budget Narrative**

The Budget Narrative should thoroughly and clearly describe every category of expense listed in the Budget Detail. The narrative should be mathematically sound and correspond with the information and figures provided in the Budget Detail. The narrative should explain how all costs were estimated and calculated and how they are relevant to the completion of the proposed project.

## 6. **Project Narrative**

Describe your program or project in detail, including what objectives would be accomplished. Include appropriate statistics, if applicable. Relate any potential benefits including cost savings, decrease in crime activity, or other relevant details.

## 7. **Problem Description**

The applicant should describe the challenges the jurisdiction faces in implementing or maintaining ongoing compliance with PREA standards and how the challenges will be addressed by the strategy that will be funded by the grant. Describe steps taken to assess and analyze the current status in relation to PREA standards implementation or ongoing

compliance. This section should also detail ongoing jurisdiction efforts to address implementation or maintain compliance. Discuss the jurisdiction's strategy to implement PREA standards and identify deficits or problems encountered as well as needs identified in order to substantially implement or maintain compliance.

#### **8. Design and Implementation Strategy**

The applicant should explain how the proposed project will bring the jurisdiction closer to compliance. In developing and/or enhancing efforts or programs designed to implement or maintain compliance with PREA, please propose specific strategies and projects.

Describe the goals of the proposed project and identify its objectives and outcomes.

Goals: please provide a broad statement, written in general terms, that conveys the project's intent to change, reduce, or eliminate the problem described.

Objectives: please explain how the program will accomplish its goals. The objectives should be quantifiable and describe the steps necessary to accomplish project goals. When formulating the project's goals and objectives, applicants should be cognizant of the performance measures that will be required of successful applicants.

Please detail how the project will operate during the funding period and describe the strategy that will be used to implement the proposed project. This section should illustrate what activities are proposed for the project and describe how the strategy will support the goals and objectives. Please outline how the proposed project will move the jurisdiction closer to compliance with PREA standards. In addition, please specifically identify each PREA standard that will be implemented or enhanced as a result of the proposed project.

Please submit a project timeline with each project goal, related objective, activity, expected completion date with month and year, and responsible person or organization.

#### **Application Review and Award Criteria**

The application will be reviewed by DOJ staff, and, upon approval, award documents will be sent to the project director for signature. All final funding decisions will be made by the Attorney General.

#### **Post-Award Special Conditions/Reporting Requirements**

If you are awarded funds under this announcement, you will be required to provide regular progress reports. The schedule for your reports will be included in your grant award materials. At that time, please review all of your grant award special conditions and Egrants reporting requirements.

Any VAWA special conditions or reporting requirements will be established post-award.

The Wisconsin Department of Justice reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to the Department of Justice such as background check fees, etc.

## **Additional Resources**

Additional information about the Department of Justice and resources to assist with Egrants is available as follows:

- Department of Justice Egrants webpage: <https://egrants.doj.state.wi.us/egmis/login.aspx>
- A helpful [Egrants User Guide](#) is posted on the Egrants page of the DOJ website. It includes registration through grant award instructions.
- The [Grants Administrative Guide](#) provides assistance with grants management and fiscal management rules, such as allowable costs and procurement.
- Online Help is available in many areas of the Egrants program – watch for the Help Buttons.
- Egrants Helpdesk is staffed on non-holiday weekdays between 8AM and 4:30PM.

Email: [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us)

Local calls: (608) 267-9068

Outside the 608 area code: (888) 894-6607