

**United States Department of State
Public Notice**

Bureau of International Narcotics and Law Enforcement (INL)

Theme(s): Various, details below

Announcement Type: Request for Proposals (RFP)

Project Title: Juvenile Justice and Pre-Trial Detention in Guatemala, El Salvador, and Panama
(See Target Themes below)

Funding Opportunity Number:

CFDA Number: 19.703 – Criminal Justice Systems

Amount of Award: Not to exceed \$2,500,000 for the program/s listed below.

Number of Awards: See Target Themes below

Type of Award: Grant

Anticipated Award Date: Within nine(9) to twelve(12) weeks of the closing of this announcement. Successful applicants will receive notification.

Deadline for Applications: Complete proposal packages must be received by 11:59 pm EST on June 20, 2014 via www.grants.gov or www.grantsolutions.gov. DOS encourages applicants to submit proposal packages via [Grantsolutions](http://www.grantsolutions.gov). E-mailed or faxed proposal packages will be considered **ineligible**

In order to apply for a federal assistance award, organizations must complete the www.grants.gov registration process. Since registration can take up to four weeks, organizations are urged to begin the registration process well in advance of the submission deadline. No exceptions will be made for applicant organizations that have not registered for www.grants.gov.

Foreign Applicants: Organizations residing and conducting business outside the United States are also required to register for www.grants.gov.

Foreign applicants must log into <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx> to begin the registration process for an NCAGE code.

For foreign registrants who are unable to submit by Internet, contact the National Codification Bureau of the country where your organization is located. For a list of addresses, go to http://www.dlis.dla.mil/nato_poc.asp.

The Code is a five-character ID number and will take 4-5 business days. Prior to registering in SAM, insure that the newly assigned NCAGE is listed on the Business Identification Number Cross- Reference System (BINCS) at <https://www.dlis.dla.mil/bincs/details.aspx>.

If the assigned NCAGE is not listed in BINCS, call 1-269-961-4623 or send a message to NCAGE@dlis.dla.mil.

SAM Registration (www.sam.gov)

SAM.gov registration is required prior to receiving a federal assistance award. INL recommends that applicants start the www.sam.gov registration process prior to or immediately after the submission of proposal in response to this RFP. Failure to complete the SAM registration would result in the organization's inability to receive USG federal assistance funds.

NCAGE Code - Special Requirements for Non-U.S. Applicants

Non-U.S. organizations must first obtain a North Atlantic Treaty Organization (NATO) CAGE (NCAGE) Code from the appropriate source. The NCAGE Code can be obtained directly from the Codification Bureau in-country. Applicants should view the up-to-date list of countries and the information necessary to contact the Codification Bureau

NOTE: Organizations must obtain a DUNS number prior to completing the SAM.gov registry process.

APPLICANT ELIGIBILITY

Applicants must meet the following criteria:

- Be a registered U.S. non-profit organization, 501 (c) (3) including civil society organizations; foreign NGO, religious association, or educational institution based or working in Guatemala, El Salvador, and/or Panama. Applicants must be registered in-country or submit proof that they are seeking registration in Guatemala, El Salvador, and/or Panama at the time of proposal submission;
- Due to the community-oriented focus of this request for proposals, organizations based outside of Guatemala, El Salvador, and/or Panama are encouraged to identify and work with an implementing partner based in Guatemala, El Salvador, and/or Panama to ensure local 'buy-in' and sustainability.
- Have demonstrated experience implementing justice sector reform or corrections projects in Guatemala, El Salvador, and/or Panama.
- Have existing capacity or ability to develop active partnerships with organizations in Guatemala, El Salvador, and/or Panama especially those working on justice sector reform, corrections/legal issues, or youth empowerment.

- Applicants are required to submit the documents listed in the *Proposal Submission Instructions (see attached)*

NOTE: Organizations may form consortia and submit a combined proposal. However, one organization should be designated as the lead applicant. The lead applicant must meet the eligibility criteria listed above.

SUMMARY

Overall Mission: The mission of the Bureau of International Narcotics and Law Enforcement Affairs (INL) is to minimize the impact of international crime and illegal drugs on the United States, its citizens, and partner nations by providing effective foreign assistance and fostering global cooperation. This mission, which centers on helping our partner nations establish a capable and accountable criminal justice sector, was expanded during the past decade to include stabilizing post-conflict societies through criminal justice sector development and reform. This mission supports Peace and Security by stabilizing and strengthening security institutions to build a global security capacity and by combating narco-trafficking and other transnational crimes such as money laundering and criminal gangs. It promotes *Governing Justly and Democratically* by strengthening justice sector institutions, good governance, and respect for human rights.

INL supports this mission by combining forces with other USG and international agencies by taking a regional approach to widespread problems, and by helping stronger governments take responsibility as equal partners in this struggle to disrupt organized crime and other destabilizing groups. The Bureau's programs support three inter-related objectives:

- **BUILDING CRIMINAL JUSTICE SYSTEMS:** Institutionalize rule of law by developing and expanding criminal justice systems to strengthen partner country law enforcement and judicial effectiveness, foster cooperation in legal affairs, and advance respect for human rights.
- **COUNTER-NARCOTICS:** Disrupt the overseas production and trafficking of illicit drugs through targeted counter-narcotics and institution-building assistance and coordination with foreign nations and international organizations.
- **TRANSNATIONAL CRIME:** Minimize the impact of transnational crime and criminal networks on the U.S. and its allies through enhanced international cooperation and foreign assistance.

BACKGROUND AND PURPOSE OF PROGRAM

INL is pleased to announce that we are seeking applications for a grant program targeting justice sector reform measures in Guatemala, El Salvador, and Panama focusing on two program areas:

- Program 1: Juvenile Justice Reform
- Program 2: Pre-Trial Detention and Alternative Sanctions

Corrections systems in these countries suffer from acute overcrowding and inefficiencies which contribute to poor conditions and, at worst, active criminal recruiting and leadership of criminal activities from within prisons. INL works throughout Central America to improve corrections administration and professionalism, and seeks to enhance this mission by engaging civil society to promote alternatives to incarceration for low-risk, non-violent offenders, particularly youth and pre-trial detainees.

These programs will provide approximately \$2,500,000 for projects that increase security through training, capacity building, community development, and crime and drug prevention initiatives. Programs are not necessarily limited geographically, but proposals for the full award ceiling of \$2.5 million should include activities in all three target countries.

INL will not consider proposals that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization or narcotics trafficker, including elected members of government.

TARGET THEMES AND ACTIVITIES

INL is seeking applications from qualified organizations to implement the following programs in Guatemala and El Salvador. Applicants are encouraged to submit proposals that target a specific program area and accompanying program elements listed below. INL will consider proposals that combine all or part of the program areas and program elements for a total of \$2.5 million. INL reserves the right to revise, reduce, or increase awards, and/or to not issue a grant award.

Program Area 1 – Juvenile Justice Reform: Approximately \$1,250,000 available

Element One: Juvenile Justice Identification System

INL seeks proposals to increase citizen security by developing a data-management system/workflow process for the Judiciary of Guatemala, El Salvador, and/or Panama that permits the identification of minors involved in legal proceedings. The data-management system should do the following: centralize information on juvenile criminal proceedings across the country; facilitate judges and investigators' access to pertinent information during investigations, sentencing, or when deciding on an alternative detention measure; record information needed to confirm minor's identity. Applicants are encouraged to work with existing host country records where possible, but activities to improve and/or create records identifying youth offenders are also encouraged where such records are not consistently in use.

Element Two: Juvenile Justice Community Support Network Expansion

INL seeks proposals to support efforts to build a network of community NGOs and partner organizations Guatemala, El Salvador, and/or Panama, to assist with the execution and monitoring of alternative sentencing among the juvenile population for low-risk, non-violent crimes where legal frameworks allow such alternatives. The goal is to give minors who have

broken the law opportunities for re-socialization through community service, paid work, or studies to learn a profession or trade, and thus provide realistic alternatives towards which Guatemalan, Salvadoran, and Panamanian authorities can direct appropriate youthful offenders, as identified in part by the information made easier to access by the identification system outlined in Element 1. This project should do the following: follow and build upon juvenile community support networks where they already exist; directly benefit girls, boys and adolescents ages 12 to 18 by directly involving the juveniles, their families, crime victims, and the community; work closely with judicial officials, community groups and government agencies at the local and national levels; adequately address the unique circumstances of ethnic minorities and indigenous populations in the relevant geographic areas; include training for judges, attorneys, police, social workers and other involved practitioners; and increase the number of cases in which alternative sentencing mechanisms are applied.

Element Three: Juvenile Rehabilitation and Training

INL seeks proposals to support the re-socialization and rehabilitation of juveniles in conflict with the law through proposals in the following areas: equipment support for halfway houses and/or group homes for minors and young adults; substance abuse treatment programs for minors; psychological counseling; and alternative educational and vocational training mechanisms for minors. The goal is to reduce recidivism among minors who have broken the law through effective rehabilitation, and increase realistic options for early release and/or alternative sentencing mechanisms for appropriate cases.

Program Area 2 – Pre-Trial Detention and Alternative Sanctions (not limited to Juveniles): **Approximately \$1,250,000 available**

Element One: Screening of Existing Pre-Trial Detainees through Legal Clinics at National Law Schools

INL seeks proposals to increase access to legal representation among pre-trial detainees and academic engagement with Guatemalan, Salvadoran, and Panamanian criminal law by supporting legal clinics at appropriate law schools in the target countries. This project should identify which law schools in the target countries would be most appropriate for a clinic program (or already host one), and develop a proposal for training and mentoring of host country law students, negotiating access to pre-trial detainees accused of non-violent, low-level offenses, and development of best practices for clinic representation.

As a pilot project, applicants should work through these clinics to screen existing prison populations for individuals serving excessive periods under pre-trial detention, defined as those whose pre-trial detention has exceeded sentencing standards for the crime for which they are detained: for example, a prisoner awaiting trial for two years on a charge that would typically result in a sentence of one year. Particular attention should be paid to low-risk prisoners of non-violent crimes, where a legal framework for early release already exists. Projects should work with host-country personnel in the public ministry, judiciary, and corrections system to identify such individuals and facilitate early release, while identifying best practices for justice and public ministries to incorporate into their standard policies and procedures. To the extent practicable,

this element can be incorporated into work plans of the judicial working groups outlined below in Element Two or the identification system outlined above in Program Area 1, Element 1.

Element Two: Judicial Working Groups on Alternative Sanctions

INL seeks proposals to organize and direct working groups of Judges, Prosecutors, and Corrections officials to identify opportunities for reducing prison overcrowding, particularly increased use of alternatives to pre-trial detention, including house arrest or reporting requirements, and alternative sanctions for those convicted on non-violent crime, for example probation or community service. The goal is to increase the options available to judges at the time of arraignment or of sentencing so that low-risk offenders may be more effectively diverted from the prison system to reduce overcrowding and ensure options have the necessary buy-in from judicial, prosecutorial, and corrections officials to be effectively and frequently invoked. This element should reinforce Program Area 2, Element 1 above by establishing, in theory and in practice, legal means for early release for people who have served more time in pre-trial detention than they would have if found guilty.

TECHNICAL REQUIREMENTS

Proposals that do not fully comply with the requirements of this RFA will not be considered. Applicants must set forth full, accurate, and **complete** information. The penalty for making false statements to the U.S. Government in proposals is prescribed by 18 U.S.C. §1001.

Formatting Requirements

For all application documents, please ensure that:

1. All pages are numbered, including budgets and attachments; maximum number of pages is 15 per target theme (does not include attachments)
2. All documents are formatted to 8-½ x 11 inch paper, and
3. All documents (excepting scanned attachments, which must be in .pdf format) are Microsoft Word or Microsoft Excel compatible, as applicable. Text documents must be single-spaced, (use 12 point Times New Roman) font, and have a minimum of 1-inch margins. All documents must be in English. Organizations must also fill out and submit forms SF-424, SF-424A and SF-424B, as directed on www.grants.gov. Fill out the yellow fields and use the following specific information for the fields indicated below:
 1. Type of Submission: Application
 2. Type of Application: New
 - 5b. Federal Award Identifier: Please enter zeros or leave blank
 - 8a. Enter name of applicant (organization)
 - 8b. Enter the organization's EIN or TIN number
 - 8c. Enter the organization's DUNS number
 - 8d. Enter the organization's address
 - 8f. Enter the name, telephone number and e-mail address of the primary contact person for this proposal

9. Select type of applicant from pull down list
11. The CFDA number is 19.703
12. Enter the Funding Opportunity Number and Title (see above).
15. Enter descriptive title of project
16. Enter congressional district of applicant organization
- 16b Enter N/A or zeros
17. Enter the approximate start and end dates of the proposed activities
18. Enter the amount requested from the USG under “Federal,” any cost-share under “Applicant,” fill in the total, and otherwise use zeros.
19. Enter “c”

Form SF-424A:

Fill in the yellow fields with information from the proposed budget:

Form SF-424B:

5. Page 2: Fill in sections regarding the name of the applicant organization and the title of authorized official.

SUBMISSION INSTRUCTIONS

Please refer to the *Proposal Submission Instructions (PSI)* for more information on how to apply to this Request for Applications (RFP). This announcement is designed to accompany INL’s PSI, which contain additional information on proposal’s content and formatting. Please use both the PSI and this announcement to ensure that your proposal submission is in full compliance with INL’s requirements and that the proposed activities are in line with INL’s priorities.

Proposal submissions that do not meet all of the requirements outlined in the RFP and PSI will not be considered.

IMPORTANT INFORMATION

Applicants must abide by all relevant administrative and national policy requirements regarding civil rights; labor standards; intergovernmental review; disbarment and suspension; drug-free workplace; lobbying restrictions; conservation in procurement; crimes and prohibited activities; protection of human subjects; care and use of laboratory animals; recombinant DNA molecules; bio-safety in laboratories; conflicts of interest; patents and copyrights; impact on the physical environment and animal community; historic preservation; impact on the human community; and contract employment conditions, as applicable to the project’s activities.

INL will NOT consider proposals that reflect any type of support for any member, affiliate, or representative of a designated terrorist organization or narcotics trafficker, including elected members of government.

FOR FURTHER INFORMATION

For questions regarding the submission instructions (PSI), please contact William Dokurno at 202-663-2937 or dokurnow2@state.gov