Welcome
Begin with this exploration of JustGrants

SCAAP Overview
This SCAAP application submission overview provides an understanding of the purpose and process

Locate an Application
This section includes step-by-step directions for locating an application in JustGrants

Edit a SCAAP Application
This section includes step-by-step directions for editing a SCAAP application

SCAAP Applicant Information
This section includes step-by-step directions to complete SCAAP-specific data entry

Submit the SCAAP Application
Review and submit the application to DOJ and trouble-shoot any application errors
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Welcome
Overview

Welcome to JustGrants!

JustGrants is the Department of Justice’s (DOJ) web-based, streamlined grants management software.

JustGrants provides applicants and grantees tremendous transparency and an improved user experience throughout the entire grants management process. JustGrants offers applicants and grantees:

• Efficient processes that allow for tracking progress and entering data directly;

• Improved data accuracy and access to that data via data validation and reporting tools;

• Organizational profiles with increased visibility for applicants and grantee organizations into grants and applications across DOJ;

• Enhanced availability and automation of electronic forms, reducing the need for uploading attachments and manual data entry; and

• Integration with SAM.gov and Grants.gov to maintain consistent entity information and to reduce duplicative data entry.

JustGrants is the tool for all grants management work.

This software is a living product that evolves and improves over time. DOJ continues to enhance the software’s functionality and expand its benefits for all users.
Overview (Continued)

This Job Aid Reference Guide (JARG) helps users navigate the software and move through the JustGrants grants management functions, including:

- Feature overviews;
- Step-by-step instructions;
- Infographics;
- Glossary terms; and
- Feature summaries.

This guide is part of a larger training resource library that includes self-guided eLearning videos and infographics. All training resources are accessible on the JustGrants Training & Resources page.

**IMPORTANT**

In JustGrants, be aware:

- The system **does not** “auto save” the user’s work.
- A warning message appears after 10 minutes of inactivity (per security requirements).
- The user will be automatically logged out after 15 minutes of inactivity (per security requirements).
- **Unsaved work will not be saved** at logout.
SCAAP Application Submission Overview
Welcome to Application Submission. This is just the beginning of the journey.

The Application Submission process involves completing and submitting web-based forms as well as attachments required by the SCAAP solicitation.

Applicants have two application submission deadlines:

- One deadline for Grants.gov
- One deadline for JustGrants

JustGrants provides a streamlined pathway for applicant submission information. Aside from the SF-424 form, which is completed in Grants.gov, most of the application is entered in JustGrants. Entity information is populated based upon entries made in SAM.gov and used in Grants.gov.

The mandatory SF-424 data fields must be fully completed in Grants.gov to complete part one of the two-step application process.

The submission of preliminary estimations or responses in Grants.gov is acceptable.
Data transferred to JustGrants from the SF-424 can be edited in JustGrants during part two of DOJ’s application process. However, there are two exceptions to the edits:

- **Entity identifiers:** Can only be changed directly in SAM.gov.
- **Contact information:** The two contacts (Authorized Representative and Application Submitter) listed in the SF-424 on Grants.gov are imported into JustGrants. Any information related to these two contacts that needs to be revised must be made by the organization’s Entity Administrator (EA) in the DIAMD secure user management system.

**Printing**

Printing the application before it is submitted is recommended. Note that the Application Submitter (discussed on the following page) can print the application at any time.

Overview: Application Submitter

Application Submitter Abilities & Responsibilities

✓ Identify the forms needed to submit an application in JustGrants.
✓ Complete an application on behalf of an entity, including certifying information.
✓ Submit the application in JustGrants.
State Criminal Alien Assistance Program (SCAAP) Overview

OJP’s Bureau of Justice Assistance (BJA) administers the State Criminal Alien Assistance Program (SCAAP). OJP makes payments to states and units of local government that incur certain types of costs due to the incarceration of undocumented criminal aliens during a specific 12-month reporting period.

Payments are made in connection with undocumented aliens who had been convicted of at least one felony or two misdemeanors (typically for violations of state or local law) and who were incarcerated under the legal authority of the applicant government for at least four (4) consecutive days.

As part of its application, each applicant government provides information about incarcerated individuals. Each applicant government must also provide information pertinent to its average incarceration costs during the reporting period.

Broadly speaking, SCAAP payments are calculated from information provided by applicant governments in online applications, information provided to OJP by DHS regarding the DHS review of data on eligible inmates, and the amount of appropriated funds available for the SCAAP application cycle. All information submitted as part of an application is subject to review by OJP.
Locate an Application: Single Application Submitter
Steps 1 – 3: Locate an Application

My Worklist

1) Select the **Home** link on the left to open a list of applications assigned to the user under the **My Worklist** section.

OR

2) Select the **Application** link on the left to open a list of applications for the user’s entity.

3) Select the application to open.

**NOTE:** To verify that the correct application is displayed, select the caret to the left of the **Case ID** link to display the **Project Title** and **Application Number**. The **Application Number** corresponds to the Grants.gov tracking number.

**NOTE:** Applications may also be referred to as **Grant Packages** in JustGrants.
Step 4: Locate an Application: Selecting

Select Application

4) Select the **Begin** link if the application was opened from the **Applications** menu.

The **Assignments** screen displays if the application was opened from the **Applications** menu. Select the **Begin** link for the **Standard Application Screen Flow Display**, and the Application screen should appear.

If the application was opened from the **My Worklist** section of the **Home** screen, it will open automatically in edit mode and this screen will not appear.
Step 5: Locate an Application: Selecting

Select Application

5) The application is open and ready for data entry.

Note: For instructions to locate an application with multiple application submitters assigned, go to page 19 of the Application Submission Job Aid Reference Guide.
Handling Duplicate Submissions
Duplicate Submissions

JustGrants supports the creation of multiple applications for unique projects under the solicitation (when allowed by the specific solicitation).

On this screen, JustGrants presents what it identifies as possible duplicates received from Grants.gov based solely on the entity identifier and solicitation title. The application submitter is asked to determine if these are intentional (unique projects) that should move forward for continued work/submission or unintentional (multiple system or human submissions received from Grants.gov) that should be withdrawn to prevent confusion and/or abandoned cases.
1) Review each application on the list to determine if it should be completed or removed. Select the **Case ID** link to review the application details.

- The option **Remove this application** resolves the duplicate application and changes the status to **Resolved Duplicate**.
- The option **Continue with the application** creates a new case in JustGrants to be completed and submitted as a separate application.
Edit a SCAAP Application
Steps 1 - 3: Navigate an Application

Navigating Solicitation

**NOTE:** There is a link to the solicitation at the top of the right-side column. This is a useful reference while filling out an application.

1) Navigate through the application using the **Continue** button on the bottom right.

2) Save edits to the application by selecting the **Save** button on the bottom right.

3) To leave the application without saving changes, select the **Cancel** button on the bottom left. The **Cancel** button returns the user to the worklist without saving any changes.
Steps 4 - 5: Standard Applicant Information

4) The application opens to the **Standard Applicant Information** section. See the next page for detailed field information.

5) When complete, select the **Continue** button to move to the next application section.

**NOTE:** Match and Program Income are not required and should be left blank.

**NOTE:** Not every application will have all fields Required fields may change based on requirements of the solicitation.
Standard Application Section Fields

The **Funding Opportunity** and **Assistance Listing** fields are prepopulated and not editable.

The **Project Information** section is prepopulated from the SF-424 and can be edited.

The **Areas affected by project** field allows applicants to add the geographic areas impacted by the project. Select the **Add** button to include up to ten entries. Entries can be zip codes, states, precincts, or any other geographical area. If ten entries are not enough, additional areas can be added if the award is funded.

**Applicant type** is prepopulated from the SF-424 and can be edited by selecting a different option from the dropdown list.

**Application Submitter Contact Information** is prepopulated and cannot be edited in the application. To make a change, the Entity Administrator must reassign the application to another Application Submitter.

**Type of Applicant** is prepopulated from the SF-424 and can be edited by selecting a different option from the dropdown list.

**Executive Order** and **Delinquent Debt Information** is prepopulated from the SF-424 and can be edited by selecting a different radio button.

“**Is the Applicant Delinquent on Federal Debt?**” section is prepopulated from the SF-424 can be edited by selecting a different radio button.
Steps 6 - 7: Confirm Authorized Rep

6) Review the **Confirm Authorized Representative** page in the **Standard Applicant Information** section. Applications for funding for SCAAP require and display one Authorized Representative.

7) Select an **Authorized Representative** from the dropdown box.

**NOTE:** The message at the top of the page reads: “Every application must have an Authorized Representative. An Authorized Representative must have the legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the Entity.”
Steps 8 - 9: Confirm Authorized Rep

8) Select the **Confirm** button. To close the window without confirming the Authorized Representative, select **Cancel**.

9) Select the **Continue** button to open the SCAAP Applicant Information section.

**NOTE:** An Authorized Representative must have the legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the Entity. Confirm the individual being selected has the authority to do so. If the person selected has delegated authority, it is the responsibility of the person listed to maintain documentation that they possessed delegated authority on the date of the application submission.
SCAAP Applicant Information
Steps 1 - 3: Complete the SCAAP Applicant Information Section

Application Submitter

1) Navigate to the **Upload Inmate File** button. The inmate file must be a .txt file; no other file types are accepted. See the corresponding SCAAP [solicitation](#) for details on inmate eligibility and the file requirements.

2) Locate the **Inmate File** on the user’s workstation or shared drive.

3) Attach the **Inmate File**.
Step 4: Complete the SCAAP Applicant Information Section

Application Submitter

<table>
<thead>
<tr>
<th>Name</th>
<th>Category</th>
<th>Comment</th>
<th>Uploaded By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Test Inmate for FBI Validation - LESC - 1 txt</td>
<td>SCAAP Inmate File</td>
<td>Test Inmate for FBI Validation - LESC - 1</td>
<td>Sanjeeva Seelam</td>
<td>2/23/22 12:16 PM</td>
</tr>
</tbody>
</table>

Inmate records containing errors:

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Middle Name</th>
<th>Date of Birth</th>
<th>Inmate IC</th>
<th>Country</th>
<th>Date Incarcer</th>
<th>Date Release</th>
<th>FBI Nbr</th>
<th>LESC</th>
<th>Errors</th>
</tr>
</thead>
<tbody>
<tr>
<td>JEGRAFF</td>
<td>CHARLES</td>
<td>NAN</td>
<td>3/10/38</td>
<td>141118</td>
<td>RUSSIA</td>
<td>8/31/18</td>
<td>11/4/18</td>
<td>J32HEL</td>
<td>0000</td>
<td></td>
</tr>
<tr>
<td>HAVEZ-MO</td>
<td>BULMARO</td>
<td></td>
<td>12/15/75</td>
<td>84279</td>
<td>MEXIC</td>
<td>2/18/19</td>
<td>6/30/19</td>
<td>00000</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4) (As needed) If errors exist and the application submitter intends to correct the errors, take the following steps:
   a) Delete the attached Inmate File using the trash can icon to the right of the file name.
   b) Correct the records in the inmate file.
      a) Select the Upload Inmate File button. The inmate file must be a .txt file.
      b) Locate the Inmate File on the user’s workstation or shared drive.
      c) Attach the Inmate File.

1. Please enter spaces, if there is no value for LESC = AQ.
2. LESC number should be between 7-8 characters.
3. FBI number was entered as zeros, if the FBI number is not available, please enter 10 spaces. If FBI number is fewer than 10 characters, enter the FBI number first, and then insert spaces for the remainder for the field length.
Step 5: Complete the SCAAP Applicant Information Section

Application Submitter

Required Information on "Eligible Inmates"

Reporting Period: July 1, 2019 - June 30, 2020

- Your file has been successfully uploaded, but contains rejected inmate records. Errors have been identified below, please remediate these errors and upload a corrected inmate file. If you continue this application without remediating the identified errors, then the associated inmate record(s) will not be considered as part of your application.

<table>
<thead>
<tr>
<th>Details</th>
<th>Count</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accepted Inmate Records</td>
<td>75</td>
</tr>
<tr>
<td>Rejected Inmate Records</td>
<td>1019728</td>
</tr>
<tr>
<td>Total Inmates</td>
<td>1019803</td>
</tr>
<tr>
<td>Total Inmates Saved</td>
<td>75</td>
</tr>
</tbody>
</table>

Required Information on "Eligible Inmates"

<table>
<thead>
<tr>
<th>Name</th>
<th>Category</th>
<th>Comment</th>
<th>Uploaded By</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Appendix A Inmate Records1 FINAL.txt</td>
<td>SCAAP Inmate File</td>
<td>Appendix A Inmate Records1 FINAL</td>
<td>Lleticia Vizzainto</td>
<td>5/13/22 3:33 PM</td>
</tr>
</tbody>
</table>

5) (As needed) If errors exist and the application submitter does not intend to correct the file, a message appears

NOTE: If errors are present in the inmate file, a message will display indicating which records in the file contain errors. If the application submitter chooses to continue processing the file without updating these records, all other records will be processed, however, the rows with errors will not be included in the award calculation.
Step 6: Complete the SCAAP Applicant Information Section

6) Enter information in the “Correctional Officer” salary expenditures detail (for the corresponding reporting period) section. See the corresponding SCAAP solicitation for details on the correction officer salary, bed count, and total inmate days.

NOTE: Please see the corresponding SCAAP solicitation for the definition of “Correctional Officer”.
Steps 7 - 10: Complete the SCAAP Applicant Information Section

7) Enter the total number of full-time “Correctional officers” employed by the applicant government during the reporting period. This is a required field.

8) Enter the TOTAL number of reported full and part-time correctional officers employed by the applicant government during the reporting period.

9) Enter the total number of full-time correctional officers providing services to the applicant government as employees of “contract correctional facilities” during the reporting period.

10) Enter the total number of part-time correctional officers providing services to the applicant government as employees of “contract correctional facilities” during the reporting period.
Steps 11 - 16: Complete the SCAAP Applicant Information Section

11) Enter the sum of lines 1 through 4: “correctional officer” FTEs (during reporting period).

12) Enter the actual salary expenditure for “correctional officers” during the reporting period. This is a required field.

13) Select the **Attach** button to upload the “Correctional Officer” salary expenditure details (for the reporting period). This is a required field.

14) Locate the file on the workstation or shared drive.

15) Select **Open**.

16) Select **Attach**.

**NOTE:** Commas are not valid characters when entering currency values. JustGrants accepts only numeric entries.
17) In the **Facilities Information** section, enter the “Maximum Bed Count” for the reporting period. This is a required field.

18) Enter the “Total all inmate days” for the reporting period. This is a required field.

19) Select the **Attach** button to upload the “All inmate days, by reporting day” detail (for the reporting period) file.

20) Locate the file on the user’s workstation or shared drive.

21) Select **Open**.

22) Select **Attach**.

23) Select the **Continue** button on the bottom right corner of the screen to open the **Disclosures and Assurances** section.
Disclosures and Assurances
Steps 1 - 2: Disclosures and Assurances

Application Submitter

1) Open the SCAAP Applicant Government and Submitting Government Official menu option.
Steps 3 - 4: Disclosures and Assurances

3) Select the acknowledgement check box.

4) Select the **Continue** button on the bottom right corner of the screen to open the **SCAAP Information on “Eligible Inmates”** menu option.
Steps 5 - 6: Disclosures and Assurances

Application Submitter

5) Select the acknowledgement check box.

6) Select the **Continue** button on the bottom right corner of the screen to open the SCAAP Information on “Correctional Officers” and “Facilities” menu option.
Steps 7 - 8: Disclosures and Assurances

Application Submitter

7) Select the Acknowledgement check box.

8) Select the **Continue** button on the bottom right corner of the screen to open the **Certify and Submit** section.
Steps 1 - 2: Submit the SCAAP Application

Application Submitter

1) Review the application by selecting the carets to the left of the application section accordion file.

2) Select the **Check for Errors** button.

**NOTE:** To print a SCAAP application, follow the steps to print an application in JustGrants using the [Printing an Application in JustGrants Job Aid Reference Guide](#).
3) Open all accordion files with a red triangle error indicator to view specific errors.

4) Open the caret next to the error message at the top of the page to list all application errors.

5) Read through the error messages to understand all required corrections. The details to locate errors in the application are found in the corresponding accordion files.
Steps 6 – 7: Locate Errors

**Select Error Indicator**

6) Within a section, there may be errors within the subsections, which are indicated by a triangular red error indicator.

7) Select an error indicator to view the fields that require correction.
Step 8: Resolve Error

8. Follow the instructions at the top of the page to correct the error.
11) Once all errors have been corrected, select the **Submit** button on the bottom right. Upon submitting, a notification in the “bell” alerts indicates that the application has been submitted.

**NOTE:** It is recommended to print the application before submitting it. However, the Application Submitter can print an application at any time. Refer to the *Printing an Application in JustGrants* Quick Reference Guide (QRG) for further details.
Assign Contributors
Step 1: Assigning Contributors

SELECT AWARD

Prior to an Award being accepted or declined, the Entity Administrator should follow these steps to assign contributors:

1) Sign into JustGrants and select an award from My Worklist that requires contributors be assigned (Pending-Award External Assignees under the Case Status column).
Steps 2 – 3: Assigning Contributors

MISSING CONTRIBUTORS

**NOTE:** The textbox at the top of the page indicates the award status as: PENDING-AWARD EXTERNAL ASSIGNEE, denoting one or more assigned contributor is missing.

2) Review any missing contributors listed in the banner at the top of the page.

3) To add a contributor, open the **Select Party** field and select the role(s) to add.
Steps 4 – 5: Assigning Contributors

ASSIGN ROLE

4) Open the drop-down menu with the list of users assigned the role and select the user who will fulfill that role on this award.

5) Select the **OK** button associated with the role.

**NOTE:** The Authorized Representative must have the legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the Entity. The Entity Administrator must confirm that the individual being selected to accept or decline an award has the legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the Entity.
Step 6: Assigning Contributors

6) Once the Entity Administrator has added all required contributors, select the **Submit** button to finalize the assignment process.
Assigning Contributors

AWARD ACCEPTANCE

After submitting the contributor changes, the award status in the textbox at the top of the page changes from **PENDING-EXTERNAL ASSIGNEE** to **PENDING-AWARD ACCEPTANCE**. The award is then routed to the worklist for the assigned Authorized Representative (AR).
Accept a SCAAP Award
Step 1: Accept a SCAAP Award

Authorized Representative

1) Select the award from My Worklist.

**NOTE:** The Authorized Representative has the authority to accept or decline the award on behalf of the Entity. Award Acceptance binds the organization to the award conditions contained in the Award Package. The Authorized Representative has legal authority to enter into contracts, grants, and cooperative agreements with the federal government on behalf of the Entity that binds the organization to the award conditions. If the Authorized Representative does not see an application in their worklist, it is not assigned to them.

**NOTE:** There are no post-award reporting requirements for a SCAAP award.

**NOTE:** There is no closeout requirement for SCAAP. Once the funds are drawn down in ASAP, the award will be closed.
2) To accept the award, the AR must expand all sections of the award package and certify via check boxes. The AR’s title, contact information, and the date and time automatically populate the acceptance tab.
Steps 3 - 5: Accept a SCAAP Award

3) Once all acceptance boxes in each tab have been selected, select **Accept** to proceed. After accepting, the system will display a banner indicating the award has been accepted.

4) If an organization wishes to decline an award, select the **Decline** button to proceed. A mandatory explanation box appears.

5) Type the reason for declining and select the **Submit** button.

**NOTE:** If a user fails to complete a section, the **Accept** button will not function.
Appendix
Attach the following items as required to award deliverables for DOJ review.

<table>
<thead>
<tr>
<th>Attachments</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCAAP Eligible Inmate File</td>
</tr>
<tr>
<td>SCAAP Total Inmate Days Report</td>
</tr>
<tr>
<td>SCAAP Total Corrections Officer Salary Report</td>
</tr>
</tbody>
</table>
## Record Type Prefixes

The following case number prefixes are used in JustGrants.

<table>
<thead>
<tr>
<th>Case</th>
<th>Case Number Prefix</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td>A-</td>
</tr>
<tr>
<td>ASAP Authorization</td>
<td>AA-</td>
</tr>
<tr>
<td>Annual Programmatic Review*</td>
<td>APDR-</td>
</tr>
<tr>
<td>Award Package</td>
<td>AW-</td>
</tr>
<tr>
<td>Funding Approval</td>
<td>FA-</td>
</tr>
<tr>
<td>Funded Award</td>
<td>FAW-</td>
</tr>
<tr>
<td>Funded Supplemental Award</td>
<td>FAWS-</td>
</tr>
<tr>
<td>Federal Financial Report</td>
<td>FFR-</td>
</tr>
<tr>
<td>Grant Award Modification</td>
<td>GAM-</td>
</tr>
<tr>
<td>Monitoring</td>
<td>M-</td>
</tr>
<tr>
<td>Performance Report</td>
<td>PR-</td>
</tr>
<tr>
<td>Solicitation Initiation</td>
<td>SI-</td>
</tr>
<tr>
<td>Solicitation Template</td>
<td>ST-</td>
</tr>
<tr>
<td>UFMS Obligation</td>
<td>UO-</td>
</tr>
</tbody>
</table>

*Desk Review
Terminology
JustGrants Terminology

The arrival of JustGrants brings some new words and phrases the user needs to know.

A–C

Annual Programmatic Desk Review
The Annual Programmatic Desk Review (APDR) is conducted on all Funded Awards and consists of seven questions that grantees must answer. APDRs take place within the Funded Award in JustGrants.

Award Conditions
In the legacy system, this was referred to as “Special Conditions”.

Case ID
The Case ID is the unique identifier for every type of record in JustGrants. For example, the Case ID for an application is the Application number. For a Funded Award, the Case ID is the Award Number. Each type of record has a Case ID.

Case Status
The status is the type of record that is displayed. The status list displayed is determined by the type of case associated with it.
JustGrants Terminology

The arrival of JustGrants brings some new words and phrases the user needs to know.

C–F

Category
Documents uploaded to the Entity Documents repository are categorized:

- Disclosure of Process Related to Executive Compensation
- Budget Financial Management Questionnaire
- Budget Indirect Cost Rate Agreement
- File
- Legacy Attachments
- Proof of 501 © Status (Nonprofit Organization Only)

Financial Manager
The Financial Manager is a grantee role responsible for submitting federal financial reports (FFRs), processing financial Grant Award Modifications (GAMs), and initiating closeout.

Funded Award
A funded award is an award that has been approved for fund disbursement to a grantee and has been accepted by that grantee.
JustGrants Terminology

The arrival of JustGrants brings some new words and phrases the user needs to know.

G–R

Grant Award Administrator
This is the grantee role that manages many aspects of the grant. This role allows a grantee to view and submit performance reports, initiate Grant Award Modifications (GAMs), review and respond to monitoring issues as applicable, upload documents, and view award, application, and solicitation information.

Grant Award Modification (GAM)
A request for a modification to a key element to a funded award. Most GAMs can be initiated by a grantee but must be approved by DOJ personnel. GAMs can be created to extend the project period, updated the project scope, modify programmatic costs, reduce the budget amount, modify the budget, or modify the sole source.

Program Office
Within the Office of Justice Programs (OJP), there are several Program Offices:

• Bureau of Justice Assistance (BJA)
• Bureau of Justice Statistics (BJS)
• National Institute of Justice (NIJ)
• Office of Juvenile Justice and Delinquency Prevention (OJJDP)
• Office for Victims of Crime (OVC)
• Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART)
JustGrants Terminology

The arrival of JustGrants brings some new words and phrases the user needs to know.

**S–U**

**Role Names**
Roles determine the access a user is granted in the system. Users may be granted multiple roles in JustGrants, depending on the tasks they perform.

**Survey Repository**
A library of questions, question pages, and question sets that make up questionnaires that are included in solicitations. The answers applicants supply in these questionnaires provide the basis for performance reporting in funded awards.

**UEI**
Unique Entity Identifier (UEI) is a unique number assigned to all entities (public and private companies, individuals, institutions, or organizations) who register to do business with the federal government.

**Urgency**
The number of days until or since the due date of the case, whether it is an application, a grant package, an award, a federal financial report, a performance report, or other items in JustGrants.