

**Emmett Till Cold Case Investigations and Prosecutions Program  
Microgrant Opportunity**

National Criminal Justice Training Center of Fox Valley Technical College

## Description

The Emmett Till Cold Case Investigations and Prosecutions Program Microgrant Opportunity is aimed at supporting jurisdictions to support activities and expenses associated with the investigation and prosecution of cold case murders involving civil rights violations, as authorized by the Emmett Till Unsolved Civil Rights Crimes Reauthorization Act of 2016 <https://bja.ojp.gov/funding/opportunities/o-bja-2023-171639>. This program supports state and local efforts to address hate crimes and to enhance the investigative skills of law enforcement and prosecution, as well as enhance the rule of law through the resolution of unsolved homicides.

The microgrant seeks to provide financial assistance through subaward agreements with the National Criminal Justice Training Center of Fox Valley Technical College (NCJTC) to organizations that are committed to building trust and fostering positive relationships between law enforcement and the communities they serve, particularly in cases involving cold cases, civil rights violations, and hate crimes.

## Eligibility

The microgrant is open to state, local, and tribal law enforcement agencies, including prosecutors' offices. Priority consideration will be given to law enforcement agencies with community partnerships who have a paid role in the proposed project.

Applicants must provide their unique entity identifier (UEI) at the time of award. Visit [www.sam.gov](http://www.sam.gov) for additional information on UEI.

## Microgrant Amount

The grant award amount will be determined based on the specific needs and proposed projects of the selected organizations, up to a maximum of \$100,000. Awards are reimbursement of expenses only. No funds will be released in advance.

## Funding Timeline

The grant application period will remain open until the funded budget is met, followed by a review period of 120 days. Grant recipients will be notified after this review period. The grant project period will be up to 12 months, with the possibility of renewal based on performance and availability of funds. If awarded, the start date is the date of the signed subaward agreement.

## Application Process

Interested organizations must submit a proposal that includes a detailed description of their proposed project or initiative, how it aligns with the Emmett Till Unsolved Civil Rights Crimes Reauthorization Act of 2016, and how it will contribute to the Emmett Till Cold Case Investigations and Prosecutions Program.

### Examples of strategies/activities that can be funded:

- Enhance the capacity of state, local, and tribal law enforcement, and prosecutors to identify, investigate, and prosecute cold cases.
- Increase the number of state, local, and tribal investigations, and prosecution of civil rights cold case murders.
- Support victims' families, stakeholders, and entire communities.
- Bring justice, reconciliations, and support to families and stakeholders impacted by these murders, thereby building trust.
- Provide information sharing, training, and tools to assist the field to identify, investigate, and prosecute additional cases.

### Exclusions

Research proposals will not be considered at this time.

### Required Documents for Complete Proposal

- Project Narrative
- Project Timeline
- Staff Qualifications
- Project Budget
- Budget Narrative
- Partnership and/or collaborative agreements (if applicable)

Proposals will be reviewed by a committee, including representatives from law enforcement, prosecution, civil rights organizations, and community leaders.

The submission application is found [here](#). Please be sure to complete all required fields and upload all required documents, as outlined in the application form. If you have issues with the form or other inquiries regarding the application process, please email [EmmettTillTTA@ncjtc.org](mailto:EmmettTillTTA@ncjtc.org) or contact Kristina Mahloch at 920-225-5997.

## Project Narrative

Applicants must submit a project narrative to be considered for microgrant funding. The document should be double-spaced, using a standard 12-point font, have no less than 1-inch margins, and should not exceed fifteen (15) numbered pages. Tables, charts, and graphs may be included in the proposal narrative. They may be included in any legible font but will count towards the page limit.

The narrative should include the following sections:

- Description of the issue(s).
- How this proposed project will address the issue(s).
- Timeline with milestones for the duration of the proposed project.
- Staff/team members that will be involved with the proposed project.
- Partnership and/or collaborative approaches this project plans to foster.

## Budget

Applicants must also provide a budget for the proposed project, along with any additional supporting materials that may be relevant. Applicants may use their own budget and budget narrative template(s) as long as it includes the following categories: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Consultants/Contracts, Other, and Indirect Costs. If the applicant does not have a budget template, use the [Budget Detail Worksheet \(Excel - 561 KB\)](#).

The budget must follow the U.S. Department Grants Financial Guide:

[https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/DOJ\\_FinancialGuide\\_1.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/DOJ_FinancialGuide_1.pdf)

A match is not required. However, when utilized, the applicant should identify within their budget which items, services, etc. will/would be covered by matching sources and explain what type of match will be provided.

In addition to the unallowable costs identified in the DOJ Grants Financial Guide, award funds may not be used for the following:

- Prizes, rewards, entertainment, trinkets, or any other monetary incentives
- Client stipends
- Gift cards
- Purchase vehicles
- Food and beverages
- Construction

## Indirect Costs

Applicants who have current, federally approved, indirect cost rates may seek to claim indirect costs and must submit a copy of their current federally approved indirect cost rate agreement with the application. Non-federal entities that have never received a federally approved indirect cost rate may elect to charge the prevailing de minimis rate (15% as of 10/01/2024) of modified total direct costs which may be used indefinitely. This includes state, local, and tribal governments that have never negotiated an indirect cost rate with the federal government and receive less than \$35 million in direct federal funding per year. Applicants also may choose to waive indirect costs.

## Financial Management and System of Internal Controls

Award recipients must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. [See the OJP Grant Application Resource Guide for additional information.](#)

## Reporting Requirements

Microgrant recipients will be required to provide NCJTC with monthly financial and programmatic reports to ensure accountability and transparency. Recipients will also be expected to participate in any evaluation or assessment activities conducted by the training and technical assistance providers.

## Selection criteria

Proposals will be evaluated based on the following criteria:

- Alignment with the objectives of the Emmett Till Cold Case Investigations and Prosecution Program:
  - Enhance collaboration between federal, state, and local law-enforcement and prosecution agencies in their investigation and prosecution of unsolved civil rights cold case murders.
  - Increase the number of state, local and tribal investigations, and prosecutions of civil rights cold case murders.
  - Bring justice and support to families and stakeholders impacted by these murders.
- Demonstrated commitment to promoting justice, equity, and inclusivity in the community.
- Ability to collaborate effectively with law enforcement and/or prosecution office on the Emmett Till cold case investigations & prosecution project.
- Project feasibility, including a clear timeline and budget.
- Potential impact and sustainability of the proposed project.

## Conclusion

The microgrant aims to provide financial assistance to organizations that are committed to building trust and fostering positive relationships between law enforcement and the communities they serve, particularly in cases involving cold cases, civil rights violations, and hate crimes. We hope that the microgrants will contribute to the ongoing efforts to achieve justice for victims of racially motivated hate crimes, like Emmett Till, to promote a more equitable and inclusive society for all.

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