

# OVC All Anti-Trafficking Grantee Orientation

November 14, 2023  
2:00–3:30 p.m. (eastern time)

Presented by:

The Office for Victims of Crime (OVC)

The material presented during today's webinar session, along with the session recording, will be shared with attendees via email in the coming weeks. *The session will be recorded and will begin shortly.*

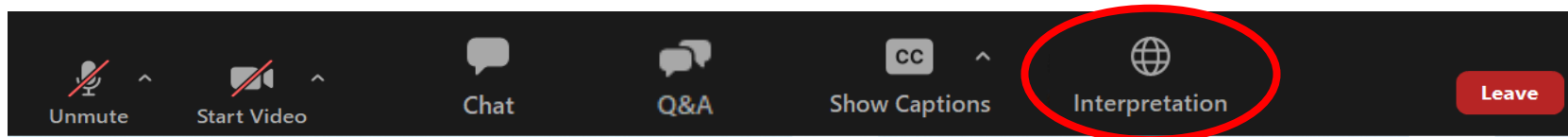
As with all technology, we may experience a momentary lapse in the session. If there is a problem, please be patient and contact [Jameel.Evans@icf.com](mailto:Jameel.Evans@icf.com) for technical assistance.



# Live Interpretation Information

- Today's orientation webinar will be offered in both English and Spanish. To access the Spanish line, please click the Interpretation button at the bottom of your screen to select between the English and Spanish audio channels.

El seminario web de hoy se ofrecerá tanto en inglés como en español. Para acceder a la línea de traducción en español, haga clic en el botón de interpretación en la parte inferior de la pantalla para seleccionar entre los canales de audio de inglés o español.



- Please note that the webinar recordings (English and Spanish), along with the PowerPoint slides and supporting resource links, will be circulated to grantees via email in the coming weeks.

# Engagement Tools: What's the Difference

## Chatbox

- Participants may use the chatbox to engage throughout today's webinar.
- *Please be sure to submit questions via the Zoom Q&A function.*

## Mentimeter (Menti)

- Menti will be utilized throughout the session and can be accessed using the Menti link placed in the chat at that time, via phone using the QR code located on that slide, or by going directly to [menti.com](https://menti.com) and entering the code.

## Q&A

- Submit: To submit a question for panelist response during Q&A, please click the 'Q&A' button at the bottom of your Zoom screen and type in your question.
- Upvote: If you see that another attendee has submitted the same question you have, please click the thumbs up icon for that question to indicate interest.

# Mentimeter Engagement

*Please find the live session Mentimeter  
responses [here](#)*

# OVC Human Trafficking Division Staff



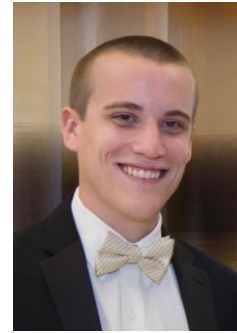
**Brecht Donoghue**  
Director



**Sara Gilmer**  
Deputy Director



**Natalia Aguirre**  
Victim Justice  
Program Specialist



**Aaron Bryant**  
Victim Justice  
Program Specialist



**Cynthia Erich**  
Senior Policy Advisor



**Tiffany Graham**  
Victim Justice  
Program Specialist



**Darian Hanrahan**  
Victim Justice  
Program Specialist



**Alissa Huntoon**  
Senior Policy Advisor



**Nyeri Richards**  
Victim Justice  
Program Specialist



**Olga Santiago**  
Victim Justice  
Program Specialist



**Lindsay Waldrop**  
Senior Advisor



**Kristin Weschler**  
Victim Justice  
Program Specialist

# Objectives



To understand OVC's goals, requirements, and expectations for your award.

To know how to locate, understand and navigate DOJ systems.

To know specific elements of the OVC grant award and helpful resources and support available.

# About the Office for Victims of Crime (OVC)

- Enhances the Nation's capacity to assist crime victims and provides leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime.
- In addition to anti-trafficking funding, administers the Crime Victims Fund, supporting state victim assistance and compensation programs.
- To enhance capacity to identify, assist, and provide services to all victims of human trafficking, OVC leads the Nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice, access, and empowerment.

# About OVC's Human Trafficking Programs

- Oversees the largest amount of federal funding for anti-trafficking programs in the United States.
- Manages over 465 OVC HT awards, covering almost every state and territory.
- The majority of OVC HT funds support direct services to victims, as well as multidisciplinary teams, statewide responses to child and youth trafficking, and training and technical assistance.



# Award Programs

Anti-Trafficking Housing Assistance

Enhanced Collaborative Model Task Force to Combat Human Trafficking

Enhancing Juvenile and Family Court Responses to Human Trafficking

Field-Generated Innovations in Assistance to Victims of Human Trafficking

Human Trafficking Fellowship

Improving Outcomes for Child and Youth Victims of Human Trafficking

Increasing Legal Access to Victims of Crime Program

Integrated Services for Minor Victims of Human Trafficking

Preventing Trafficking of Girls

Project Beacon: Increasing Access to Services for Urban American Indian and Alaska Native Victims of Human Trafficking

Services for Minor Victims of Labor Trafficking

Services for Victims of Human Trafficking

Training and Technical Assistance Providers



# SUCCESSES

## Tip for Success

- Understanding your solicitation is a key to your success!
- Please open your solicitation.

# Find Your Mandatory Requirements

- OVC FY 2023 Anti-Trafficking Housing Assistance Program (Services and Training and Technical Assistance): <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171705>
- OVC FY 2023 Enhanced Collaborative Model (ECM) Task Force to Combat Human Trafficking: <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171656>
- OVC FY 2023 Improving Outcomes for Child and Youth Victims of Human Trafficking: <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171585>
- OVC FY 2023 Preventing Trafficking of Girls Program Sites and Training and Technical Assistance: <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171685>
- OVC FY 2023 Services for Victims of Human Trafficking: <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171660>
- OVC FY 2023 Integrated Services for Minor Victims of Human Trafficking: <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171716>
- OVC FY 2023 Human Trafficking Fellowship Program: <https://ovc.ojp.gov/funding/opportunities/o-ovc-2023-171671>

# Let's Find Your Mandatory Requirements



**OVC FY 2023 Anti-Trafficking Housing Assistance Program (Services and Training and Technical Assistance)**

Opportunity ID: O-OVC-2023-171705  
Solicitation Status: Closed  
Fiscal Year: 2023  
Closing Date: June 5, 2023  
Posting Date: April 3, 2023  
Solicitation Type: Competitive

Grants.gov Deadline: May 30, 2023, 8:59 pm Eastern  
Application JustGrants Deadline: June 5, 2023, 8:59 pm Eastern

[Download](#)  
PDF: 662.37 KB

**Description**  
The purpose of this program is to develop, expand, and/or strengthen funded

**Funding & Awards**  
Current Funding Opportunities  
Funding Webinars  
How to Apply for Funding  
OVC Awards List  
Performance Measures  
Managing Grants  
Types of Funding  
Apply to be a Peer Reviewer

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[OVC FY 2023 Anti-Trafficking Housing Assistance Program \(Services and Training and Technical Assistance\)](#)

# Please Login to JustGrants

Connecting to  JUSTgrants  
JUSTICE GRANTS SYSTEM

Sign-in with your US Department of Justice (DIAMD) account to  
access JustGrants SSO

## NOTICE TO USERS

You are accessing a U.S. Government information system, which includes: (1) this computer, (2) this computer network, (3) all computers connected to this network, and (4) all devices and storage media attached to this network or to a computer on this network. This information system is provided for U.S. Government-authorized use only. Unauthorized or improper use of this system may result in disciplinary action, and civil and criminal penalties.

By logging in to this information system you are acknowledging that you understand and consent to the following:

- You have no reasonable expectation of privacy regarding any communications transmitted through or data stored on this information system. At any time, the government may monitor, intercept, search and/or seize data transiting or stored on this information system.
- Any communications transmitted through or data stored on this information system may be disclosed or used for any U.S. Government-authorized purpose.

For further information see the Department order on Use and Monitoring of Department Computers and Computer Systems.



THE UNITED STATES  
DEPARTMENT OF JUSTICE

Sign In

Email Address



# Role of OVC Grant Manager

- Monitors grantee compliance with programmatic, administrative, and physical requirements of relevant statutes, regulations, policy guidelines, and with grantee-stated objectives and implementation plan.
- Performs desk reviews, in-depth remote programmatic monitoring, and/or site visits.
- Approves performance reports and any modifications to awards.
- Must approve any changes to scope of work or use of grant funds for activities that were not included in your original budget or project narrative.

# Mentimeter Engagement

*Please find the live session Mentimeter  
responses [here](#)*

# OVC Expectations for Grantees

Grantees are expected to:

- Understand the solicitation and specific award conditions and requirements for their award.
- Be familiar with their project's goals, objectives, activities, and application materials.
- Work with their Grant Manager to successfully administer the grant award .
- Know how to navigate the different DOJ systems and locate existing supporting resources, guidance, and supports.



# Grantee Expectations for OVC

Your OVC Grant Manager will:

- Help your organization successfully navigate the onboarding process.
- Answer administrative and programmatic questions and concerns.
- Address questions you may have about award conditions.
- Review all Grant Award Modifications (GAMs) in JustGrants, address any concerns, and move forward for final OVC approval.
- Work with you to ensure programmatic and/or financial changes are appropriately documented.
- Work with your TTA provider to ensure you are receiving requested training and technical assistance.
- Inform you of OVC events and online resources to support your programmatic requirements.
- Consult with your team on any programmatic changes, such as change of scope, key personnel changes, etc.
- Refer you to helpful training, resources, guidance, and websites.

# OVC FAQs

OVC recently released the [OVC Human Trafficking Program FAQs](#). These include frequently asked financial, administrative, and programmatic questions and responses about the OVC human trafficking awards. All grantees are strongly encouraged to review and consult these regularly.

## OVC Human Trafficking Program FAQs [↗](#)

Grantees are expected to be familiar with—

- the program requirements detailed in the fiscal year solicitation under which the award was made, and
- the terms and conditions contained in their award documents.

*Simply stated: when in doubt, refer to the solicitation and your award documents.*

The solicitation may outline specific allowable and unallowable costs and activities, and the award conditions detailed in the award documents will provide further guidance about programmatic requirements.

Grantees should read the solicitation and review the award conditions in [JustGrants](#) before consulting their OVC grant manager.

Below are some frequently asked questions and responses about the OVC human trafficking awards.

Overview

About Human Trafficking

OVC Efforts

Victims/Survivors

Anti-Trafficking Professionals

Standards of Care for Anti-Trafficking Service Providers

Grants & Funding

Services & Task Forces Map

**OVC Human Trafficking Program FAQs**

Resources & Research

Training & Technical Assistance

Faces of Human Trafficking

Virtual Art Display

Use Search Filters



1 2 3 ...

Next >

### What administrative and financial training is required by OVC?

The assigned Grant Award Administrator and all Financial Managers for grant awards must have successfully completed the [OJP Grants Financial Management and Grant Administration Training](#) by 120 days after the grantee's acceptance date of the award. Successful completion of such a training within the last three years, will satisfy this condition. In the event that either the Grant Award Administrator or Financial Manager changes during the award project period, the new staff member must have successfully completed an [OJP Grants Financial Management and Grant Administration Training](#) by 120 calendar days after the user information has been changed in JustGrants.

Grantees should anticipate that OJP will immediately withhold award funds, if the grantee fails to comply with this condition. Failure to comply also may lead OJP to impose additional appropriate conditions on the grant award.

Grantees should note that this requirement is also included as an award condition.

### Are there any requirements related to mandated reporting?

Yes. Grantees working with minors and vulnerable adults must have policies and procedures in place for mandated reporting. Grantees must be aware of state laws that determine who must report concerns of abuse and neglect, definitions of abuse and neglect, and the process for making a report. Grantees should provide information about their mandated reporting requirements in the informed consent forms, in letters of information for the client. Grantees should train all staff and volunteers who will interact with minors and the program to ensure compliance with state mandated reporting requirements.

# Understanding Role Assignments

## **Grant Award Administrator (GAA)**

- GAAs serve as the primary POC for the grant award
- Responsible for Semi-Annual performance report and Grant Award Modification (GAM) submissions
- Should attend leadership/GAA specific trainings and TTA provider check-in's as necessary
- Required to complete the DOJ Grants Financial Management Training
- Make sure your TTA provider has the appropriate contacts information so that new staff are receiving important information
- Responsible for sharing OVC communications with program staff

## **Financial Manager**

- Financial Managers focus on training, reporting, timekeeping etc.
- Required to complete the DOJ Grants Financial Management Training
- Completes quarterly financial reporting
- Oversees timekeeping, invoicing, etc.

## **Program Staff**

- Program/direct service staff should be ready for work – know what clients are eligible, what services, what does your grant say?
- Sign-up for your TTA provider listserv to receive important information surrounding HT TTA Provider trainings, support opportunities, etc.

# JustGrants Home Screen

The screenshot displays the JustGrants Home Screen. On the left is a navigation sidebar with the following items: Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring, Federal Forms, and Training Resources. The main content area features a 'Welcome Aubrey Lloyd' message. Below this is an 'Alerts (1)' section with a yellow notification: 'ASAP Availability Notice' dated 10/26/22 at 1:07 PM. The 'My Worklist' section shows '2 results' and includes an 'Export List' button. The worklist is presented as a table with the following data:

Case ID	Date Due	Urgency	Case Type	Case Status	Last Updated
PR-611803	01/30/2023	Due In 94 Days	Performance Report	New	10/04/2022 07:00 AM
PR-599295	01/30/2023	Due In 94 Days	Performance Report	New	07/01/2022 03:11 AM

# Entity Documents

The screenshot displays the JUSTgrants Justice Grants System interface. The left sidebar contains navigation options: Home, Entity Profile, Entity Users, Entity Documents (highlighted with a red circle), Applications, Awards, Monitoring, and Federal Forms. The main content area is titled "Documents - ICF INCORPORATED, L.L.C." and includes a blue information box with a question mark icon and the text: "This location stores Entity documents that may apply to all applications and awards (e.g., indirect cost agreements, financial capability questionnaires). Contact your Entity Administrator for questions about these documents." Below this is a table with columns for File Name, Category, Begin Date, End Date, Federal Fiscal Year, Created Date, and Uploaded By. The table lists seven documents, all uploaded by ROBERT TOTH on 10/10/2023, except for two Budget Financial Management Questionnaires uploaded on 05/08/2023. A pagination control shows "Rows: 1-10" with navigation arrows.

	File Name	Category	Begin Date	End Date	Federal Fiscal Year	Created Date	Uploaded By
▶	<a href="#">2018 ICF Uniform Guidance Report-Final.pdf</a>	File				10/10/2023	ROBERT TOTH
▶	<a href="#">2019 ICF Uniform Guidance Report-Final.pdf</a>	File				10/10/2023	ROBERT TOTH
▶	<a href="#">2020 ICF Uniform Guidance_FINAL.pdf</a>	File				10/10/2023	ROBERT TOTH
▶	<a href="#">2021 ICF Uniform Guidance_FINAL.pdf</a>	File				10/10/2023	ROBERT TOTH
▶	<a href="#">2022 ICF Uniform Guidance_FINAL.pdf</a>	File				10/10/2023	ROBERT TOTH
▶	<a href="#">Financial Mgmt Questionnaire ICF 2023.pdf</a>	Budget Financial Management Questionnaire				05/08/2023	ROBERT TOTH
▶	<a href="#">Financial Mgmt Questionnaire ICF 2022.pdf</a>	Budget Financial Management Questionnaire				05/08/2023	ROBERT TOTH

# Entity Roles

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Open 'create a meeting' panel ? AL

Home  
Entity Profile  
**Entity Users**  
Entity Documents  
Applications  
Awards  
Monitoring  
Federal Forms  
Training Resources

### ICF INCORPORATED, L.L.C. Users

Rows: 1-10

Action	Name	Email ID	Roles
<a href="#">Details</a>	ROBERT TOTH	robert.toth@icf.com	EntityAdministrator
<a href="#">Details</a>	MaryVail Ware	maryvail.ware@icf.com	AlternateGrantAwardAdministrator, GrantAwardAdministrator
<a href="#">Details</a>	Ashley Garrett	ashley.garrett@icf.com	AlternateGrantAwardAdministrator, GrantAwardAdministrator
<a href="#">Details</a>	Aubrey Lloyd	aubrey.lloyd@icf.com	ApplicationSubmitter, GrantAwardAdministrator
<a href="#">Details</a>	Alana Henninger	alana.henninger@icf.com	ApplicationSubmitter
<a href="#">Details</a>	Anna Thomas	anna.thomas@icf.com	ApplicationSubmitter
<a href="#">Details</a>	Eda Kodheli	eda.kodheli@icf.com	FinancialManager
<a href="#">Details</a>	Bernard Molepske	bernard.molepske@icf.com	ApplicationSubmitter, AuthorizedRepresentative, GrantAwardAdministrator
<a href="#">Details</a>	Erin Gomez	erin.gomez@icf.com	ApplicationSubmitter, GrantAwardAdministrator
<a href="#">Details</a>	Samantha Lowry	samantha.lowry@icf.com	AlternateGrantAwardAdministrator, FinancialManager, GrantAwardAdministrator

# Active Awards Screen

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Open 'create a meeting' panel ? AL

**Active Funded Award**  
(15POVC-21-GK-02595-HT) **PENDING-ACTIVE** Actions

Entity Legal Name (ICF INCORPORATED, L.L.C.) Doing Business As: ()

Solicitation Title: OVC FY 2021 Training and Technical Assistance  
Category: Solicitation

Project Title: Training and Technical Assistance for Human Trafficking Service Providers  
Federal Award Amount

Project Period: 10/1/21 - 9/30/24  
Program Office: OVC

Managing Office: OJP  
UEI:  
TIN:

DOJ Grant Manager: Darian Hanrahan

Grant Award Administrator: Ashby Lloyd

FAW Case ID: FAW-166509

**Assignments** View all

Task	Assigned to	
Audit And Assessment (Active)	Funded Award	Begin
Financial (Active)	Funded Awards OVC	Begin
Leadership (Active)	Funded Award	Begin
Legal (Active)	Funded Award	Begin

[View Application](#)

**Case details**  
Last updated by Darian Hanrahan (17d ago)  
Created by Agent(System-Queue-ServiceLevel.ProcessEvent) (1y ago)

**DOJ Grant Manager**



# Award Conditions

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Open 'create a meeting' panel ? AL

**Active Funded Award**  
(15POVC-21-GK-02595-HT) **PENDING-ACTIVE**  
Entity Legal Name (ICF INCORPORATED, L.L.C.) Doing Business As: ()

Actions

	Language	Document Submission Required	Description of Required Submission
1	Applicabi...	No	
2	Require...	No	
3	Required...	Yes	Notify Grant Manager by email when training has been completed.
4	Safe poli...	No	
5	Effect of ...	No	
6	Require...	No	
7	Complia...	No	
8	Complia...	No	
9	Complia...	No	
10	Complia...	No	
11	Complia...	No	

- Refresh
- Programmatic: >
- Wait: >
- Follow
- Tags
- Notifications
- Pin to space
- Print
- Close



# Award Conditions

Active Funded Award - Work - Microsoft Edge  
https://justgrants.usdoj.gov/prweb/PRAuth/app/JGITS\_/3yZ6Bxxi\_lpDExTOT4XnAjzjAXmVNevW\*/!TABTHREAD8?pyActivity=%40baseclass.pzProcessURLInWindow&Prompt=false&PrintHarness=8&pzPrimaryPageName=pyWorkPa...

> Award Letter  
> Award Information  
> Project Information  
> Financial Information  
▼ Award Conditions

Open 'create a meeting' panel

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

**1**  
Compliance with general appropriations-law restrictions on the use of federal funds (FY 2022)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2022, are set out at <https://www.ojp.gov/funding/Explore/FY22AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

**2**  
Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2022 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2022 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2022 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

**3**  
Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 C.F.R. 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information

# Performance Reports

The screenshot displays the JUSTgrants Justice Grants System interface. The top header includes the JUSTgrants logo and the text "JUSTICE GRANTS SYSTEM". A user profile for "Aubrey Lloyd" is visible in the top right corner. The main content area is titled "Welcome Aubrey Lloyd" and features a notification for "ASAP Availability Notice" dated 11/1/22 at 8:09 AM. Below this is a "My Worklist" section with "2 results". A table lists performance reports with columns for Case ID, Date Due, Urgency, Case Type, Case Status, and Last Updated. The first entry is for Case ID PR-611803, due on 01/30/2023, with a "Due In 81 Days" warning, Case Type "Performance Report", Case Status "New", and Last Updated "10/04/2022 07:00 AM". A "Performance Report Detail" box is expanded for this entry, showing "Report type: Regular" and "AwardNumber: 15POVC-22-GK-03284-HT". The Solicitation Title is "2022 OVC FY 2022 Human Trafficking Training and Technical Assistance Program". A second entry for Case ID PR-599295 is partially visible at the bottom of the table, also due on 01/30/2023 with a "Due In 81 Days" warning, Case Type "Performance Report", Case Status "New", and Last Updated "07/01/2022 03:11 AM".

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Welcome Aubrey Lloyd

ASAP Availability Notice 11/1/22 8:09 AM

My Worklist

2 results [Export List](#)

Case ID	Date Due	Urgency	Case Type	Case Status	Last Updated
<a href="#">PR-611803</a>	01/30/2023	<span style="color: green;">●</span> Due In 81 Days	Performance Report	New	10/04/2022 07:00 AM
<a href="#">PR-599295</a>	01/30/2023	<span style="color: green;">●</span> Due In 81 Days	Performance Report	New	07/01/2022 03:11 AM

**Performance Report Detail**

Report type: Regular

AwardNumber: 15POVC-22-GK-03284-HT

SolicitationTitle: 2022 OVC FY 2022 Human Trafficking Training and Technical Assistance Program

# Performance Reports

The screenshot displays the JUSTgrants Justice Grants System interface. The top left features the JUSTgrants logo and a navigation sidebar with options: Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring, Federal Forms, and Training Resources. The main content area is for an "Active Funded Award (FAW-171928)" with a "Performance Report (PR-611803)" (15POVC-22-GK-03284-HT) marked as "NEW". The report is due in 2 months and 20 days from now. The legal entity name is "ICF INCORPORATED, L.L.C." and it is a "Regular" performance report. A table shows the start date (10/01/2022), end date (12/31/2022), and due date (01/30/2023). Below the table is a "Complete Performance Measure Question Set" table with columns for Question Set, Status, Last Updated, and Last updated by, currently showing "No cases". A "Comments" section is also visible. On the right, a sidebar provides "Case details" (last updated and created by Queue processor), "Open assignments" (Complete Performance Measure Survey), and "Participants (7)" including Aubrey Lloyd, Robert Toth, Samantha Lowry, and Beatrice Waldrop.

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Active Funded Award (FAW-171928)  
**Performance Report (PR-611803)**  
(15POVC-22-GK-03284-HT) **NEW**  
Legal Entity Name (ICF INCORPORATED, L.L.C.) Doing Business As: ( )  
1 month 21 days from now

**Performance Report**  
DUE IN 2 MONTHS 20 DAYS FROM NOW

Start Date	End Date	Due Date
10/01/2022	12/31/2022	01/30/2023

Type Of Performance  
 Final  
 Regular

**Complete Performance Measure Question Set**

Question Set	Status	Last Updated	Last updated by
No cases			

**Case details**  
Last updated by  
Queue processor(FAWPRCreation) (1mo ago)  
Created by  
Queue processor(FAWPRCreation) (1mo ago)

**Open assignments**  
Complete Performance Measure Survey  
(Complete Performance Measure Survey) (Current)  
Aubrey Lloyd

**Participants (7)**  
AL Aubrey Lloyd Grant Award Administrator  
RT ROBERT TOTH Entity Administrator  
SL Samantha Lowry Financial Manager  
BW Beatrice Waldrop GrantManager

Privacy Policy

# Deliverables

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

**Active Funded Award**  
(15POVC-21-GK-02595-HT) **PENDING-ACTIVE**  
Awarded Entity Legal Name (ICF INCORPORATED, L.L.C.) Doing Business As: ()

**Funded Award Information**

Award Package	Award Conditions	Award Details	Award Attachments	Performance and Management Availability	Funding Balance	Federal Financial Report (FFR)	Grant Award Modification (GAM)	Closeout
---------------	------------------	---------------	-------------------	-----------------------------------------	-----------------	--------------------------------	--------------------------------	----------

**Performance Reporting**

Report Number	Type of Report	Reporting Period	Due Date of Report	Status
<a href="#">PR-574515</a>	Regular	Oct 1, 2021 to Dec 31, 2021	Jan 30, 2022	Resolved-Approved
<a href="#">PR-583827</a>	Regular	Jan 1, 2022 to Jun 30, 2022	Jul 30, 2022	Resolved-Approved
<a href="#">PR-599295</a>	Regular	Jul 1, 2022 to Dec 31, 2022	Jan 30, 2023	Resolved-Approved
<a href="#">PR-616182</a>	Regular	Jan 1, 2023 to Jun 30, 2023	Jul 30, 2023	Resolved-Approved
<a href="#">PR-630514</a>	Regular	Jul 1, 2023 to Dec 31, 2023	Jan 30, 2024	New

**Award Deliverables**

Case ID	Name	Category	Comment	Uploaded By	Last Updated	Status
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No attachments

[Training Resources](#)  
[Privacy Policy](#)

# Federal Financial Reports (FFR)

The screenshot displays the JUSTgrants Justice Grants System interface. The main content area is titled "Active Funded Award" for award number (15POVC-22-GK-03284-HT), which is in a "PENDING-ACTIVE" status. The entity is identified as "ICF INCORPORATED, L.L.C.". A sidebar on the left provides navigation options such as Home, Entity Profile, Entity Users, Entity Documents, Applications, Awards, Monitoring, Federal Forms, and Training Resources. The central "Assignments" table lists various tasks and their assigned personnel. A right-hand panel provides case details, including the DOJ Grant Manager (Beatrice Waldrop), contact information (phone and email), and a list of participants (Aubrey Lloyd and ROBERT TOTH).

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

**Active Funded Award**  
(15POVC-22-GK-03284-HT) **PENDING-ACTIVE**  
Entity Legal Name (ICF INCORPORATED, L.L.C.) Doing Business As: ( )

Home  
Entity Profile  
Entity Users  
Entity Documents  
Applications  
Awards  
Monitoring  
Federal Forms  
Training Resources

**Assignments** View all

Task	Assigned to	
Audit And Assessment (Active)	Funded Award	Begin
Financial (Active)	Funded Awards OVC	Begin
Leadership (Active)	Funded Award	Begin
Legal (Active)	Funded Award	Begin
2y Programmatic (Active)	Funded Awards	Begin
<b>Performance Report (PR-611803)</b>		
2mo Complete Performance Measure Survey	AL Aubrey Lloyd	Begin
<b>Federal Financial Report (FFR-996581)</b>		
CreateFFR	SL Samantha Lowry	Begin

View Application

**Case details**  
Last updated by Sara Gilmer (29d ago)  
Created by Agent(System-Queue-ServiceLevel.ProcessEvent) (1mo ago)

**DOJ Grant Manager**  
Beatrice Waldrop  
**Phone**  
202-598-9130  
**Email**  
Beatrice.L.Waldrop@usdoj.gov

**Participants (7)**  
AL Aubrey Lloyd  
Grant Award Administrator  
RT ROBERT TOTH  
Entity Administrator

# JustGrants Training and Resources

*(justicegrants.usdoj.gov)*

## LOGIN



### JustGrants Login

Select the access graphic above to log in to the Justice Grants System (JustGrants).

## TRAINING



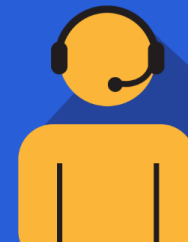
### Training

Learn to navigate JustGrants effectively and complete various essential grants management tasks.

## FREQUENTLY ASKED QUESTIONS



## USER SUPPORT



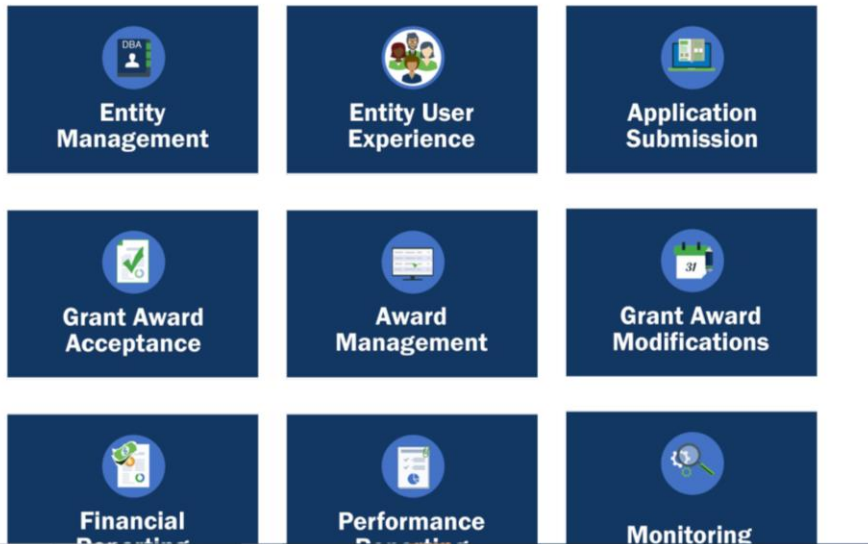
# JusticeGrants Training and Resource Page

As a supplement to the self-guided training materials, the JustGrants team offers additional opportunities through Virtual Q&A sessions for award recipients to receive real-time technical assistance and support on JustGrants system functionality.

- Visit the [Virtual Q&A Sessions](#) page for more information.

Please contact the [JustGrants Training team](#) with any questions about the training content.

If you have trouble accessing the trainings or you need technical assistance with your JustGrants account, please contact [JustGrants User Support](#).





# Additional Resources

## Resources

Select the tiles below to access DOJ funding resources, information about the Automated Standard Application for Payments (ASAP) system, Grants.gov or System for Award Management.



**Funding  
Resources**



**ASAP  
Resources**



**Grants.gov**



**SAM.gov Resources**



# OVC Human Trafficking Page

 An official website of the United States government, Department of Justice. [Here's how you know](#) ▾



Office for Victims of Crime  
**OVC**

Help for Victims | Help for Victims of Mass Violence | 

## Overview

Human trafficking, also known as trafficking in persons, is a crime that involves the exploitation of a person for the purpose of compelled sex or labor.

*There is no single profile of a trafficking victim.*

Victims of human trafficking can be anyone—regardless of race, color, national origin, disability, religion, age, gender, sexual orientation, gender identity, socioeconomic status, education level, or citizenship status.

### Overview

[About Human Trafficking](#)

[OVC Efforts](#)

[Victims/Survivors](#)

[Anti-Trafficking Professionals](#)

# OVC Human Trafficking Program FAQs

## OVC Human Trafficking Program FAQs [↗](#)

Grantees are expected to be familiar with—

- the program requirements detailed in the fiscal year solicitation under which the award was made, and
- the terms and conditions contained in their award documents.

*Simply stated: when in doubt, refer to the solicitation and your award documents.*

The solicitation may outline specific allowable and unallowable costs and activities, and the award conditions detailed in the award documents will provide further guidance about programmatic requirements.

Grantees should read the solicitation and review the award conditions in [JustGrants](#) before consulting their OVC grant manager.

Below are some frequently asked questions and responses about the OVC human trafficking awards.

Overview

About Human Trafficking

OVC Efforts

Victims/Survivors

Anti-Trafficking Professionals

Standards of Care for Anti-Trafficking Service Providers

Grants & Funding

Services & Task Forces Map

**OVC Human Trafficking Program FAQs**

Resources & Research

Training & Technical Assistance

Faces of Human Trafficking

Virtual Art Display

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### What administrative and financial training is required by OVC?

The assigned Grant Award Administrator and all Financial Managers for grant awards must have successfully completed the [OJP Grants Financial Management and Grant Administration Training](#) by 120 days after the grantee's acceptance date of the award. Successful completion of such a training within the last three years, will satisfy this condition. In the event that either the Grant Award Administrator or Financial Manager changes during the award project period, the new staff member must have successfully completed an [OJP Grants Financial Management and Grant Administration Training](#) by 120 calendar days after the user information has been changed in JustGrants.

Grantees should anticipate that OJP will immediately withhold award funds, if the grantee fails to comply with this condition. Failure to comply also may lead OJP to impose additional appropriate conditions on the grant award.

Grantees should note that this requirement is also included as an award condition.

### Are there any requirements related to mandated reporting?

Yes. Grantees working with minors and vulnerable adults must have policies and procedures in place regarding mandated reporting. Grantees must be aware of state laws that determine who must report concerns of abuse and neglect, definitions of abuse and neglect, and the process for making a report. Grantees should include information about their mandated reporting requirements in the informed consent forms, in letters for the client. Grantees should train all staff and volunteers who will interact with minors and the program to ensure compliance with state mandated reporting requirements.

# Human Trafficking Grantee Performance Measures

2018–FY 2022

List of all current and active OVC Human Trafficking awards by fiscal year. Locate the award name and fiscal year to see assigned performance measures question sets and reporting system.

**Performance Measure Dictionary and Terminology Resource**


The [OVC Performance Measure Dictionary and Terminology Resource](#) is designed as a resource for terms used as part of OVC's performance data collection efforts. Check out this resource for standardized definitions and examples for easier reporting.

**Human Trafficking FY 2020-2022 Grantees: Performance Measurement Training**

October 2022

Series: [Performance Measures](#)

This recorded webinar is for Human Trafficking victim service providers and Enhanced Collaborative Model task forces funded by OVC in FY 2020 and forward. It provides information on the performance reporting requirements, report types and due dates, and how to access and navigate the PMT platform for reporting purposes. View the [webinar presentation slides](#).



**Enhanced Collaborative Model Task Forces for Fiscal Year 2020 and Forward**

**Non-Enhanced Collaborative Model Victim Service Providers from Fiscal Year 2020 and Forward**

Office for Victims of Crime – Human Trafficking Performance Measures Map

**Fiscal Year 2022**

Program Title	Report on NW Measures	Trafficking Population	Victim Services	Partnerships	Training	Strategic Planning	Task Force	Personnel	Publicity/Press/Outreach/Protocols	Investigation/Prosecution	Community Outreach	Data Collection/Evaluation	TTA Providers	OVC Relationship Measures	Reporting System
OVC FY 2022 ECM Task Force to Combat Human Trafficking (LE Partners)	Yes	X					X	X	X	X	X	X			PMT (ECM LE)/JustGrants
OVC FY 2022 ECM Task Force to Combat Human Trafficking (VSP Partners)	Yes	X	X		X			X	X	X					PMT (ECM VSP)/JustGrants
OVC FY 2022 Housing Assistance Grants for Victims of Human Trafficking	Yes	X	X	X	X										PMT (VSP)/JustGrants
OVC FY 2022 Services for Minor Victims of Labor Trafficking	Yes	X	X	X	X						X				PMT (VSP)/JustGrants
OVC FY 2022 Preventing Trafficking of Girls	Yes	X	X	X	X						X				PMT (VSP)/JustGrants
OVC FY 2022 Improving Outcomes for Child and Youth Victims of Human Trafficking	Yes	X	X	X	X	X					X				PMT (VSP)/JustGrants
OVC FY 2022 Improving Outcomes for Children and Youth Victims of Human Trafficking TTA Program (Invitation to Apply)	Yes												X		JustGrants
OVC FY 2022 Services for Victims of Human Trafficking	Yes	X	X	X	X										PMT (VSP)/JustGrants
OVC FY 2022 Human Trafficking TTA Program	Yes												X		JustGrants
OVC FY 2022 Project Beacon: Increasing Access to Services for Urban American Indian and Alaska Native Victims of Human Trafficking Program (Purpose Area 1)	Yes	X	X	X	X	X				X					PMT (VSP)/JustGrants
OVC FY 2022 Project Beacon: Increasing Access to Services for Urban American Indian and Alaska Native Victims of Human Trafficking Program (Purpose Area 2)	Yes												X		JustGrants

Updated October 2022

Human Trafficking Grantee Performance Measures: <https://ovc.ojp.gov/funding/performance-measures/human-trafficking>  
 OVC Human Trafficking – New Grantees Performance Reporting Training: <https://ovc.ojp.gov/media/video/20926>  
 OVC Human Trafficking – Writing a Comprehensive Semiannual Report: <https://ovc.ojp.gov/media/video/20871>

# DOJ Financial Guide

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

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Home / Grants/Funding / DOJ Grants Financial Guide 2022

## DOJ Grants Financial Guide 2022

Last Updated June 2023

### Welcome to the DOJ Grants Financial Guide

#### Foreword

We hope you find this guide useful and informative. If you have any questions or comments, please contact your appropriate DOJ Funding Source.

TOP 10 TOPICS	
1. <a href="#">Financial Management Systems</a>	6. <a href="#">Audit Requirements</a>
2. <a href="#">Allowable Costs</a>	7. <a href="#">Conference Costs</a>
3. <a href="#">Unallowable Costs</a>	8. <a href="#">Adjustments to Awards</a>
4. <a href="#">Federal Financial Reports</a>	9. <a href="#">Accounting by Approved Budget Category</a>

#### Welcome to the DOJ Grants Financial Guide

- I. General Information
- II. Preaward requirements
- III. Postaward Requirements
- IV. Organization Structure
- V. Appendices

# Now Let's Practice

## **Scenario One:**

- You need to find a list of your award conditions. Where would you go to find this information?

## **Scenario Two:**

- You need more information on allowable/unallowable costs. Where would you go to find this information?

*Use the chat to tell us your answers*

# Q&A

# Mentimeter Engagement

*Please find the live session Mentimeter  
responses [here](#)*

# Helpful Links

OCFO

Email: [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov)

Websites:

<https://www.ojp.gov/funding/financialguidedojo/overview>

<https://www.ojp.gov/about/offices/office-chief-financial-officer-ocfo>

<https://www.ojp.gov/training/financial-management-training>

JustGrants

Email: [justgrants.support@usdoj.gov](mailto:justgrants.support@usdoj.gov)

Website:

<https://www.justicegrants.usdoj.gov>

ASAP

Email: [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov)

Website:

<https://www.fiscal.treasury.gov/asap/>

Performance Measures

Email: [ovcpmt@usdoj.gov](mailto:ovcpmt@usdoj.gov)

Website:

<https://www.ovc.ojp.gov/funding/performance-measures/human-trafficking>

<https://ovc.ojp.gov/media/video/20926>



# OVC Financial Management Resource Center

OVC's new Financial Management Resource Center (OVC FMRC) offers:

- Culturally humble, trauma-informed grants financial management training and technical assistance.
- Support to grantees with effective financial implementation, management, and reporting of their awards.
- Plain language, easy to use tools and resources to help grantees manage their awards.

# OVC-funded Human Trafficking TTA Providers Offer:

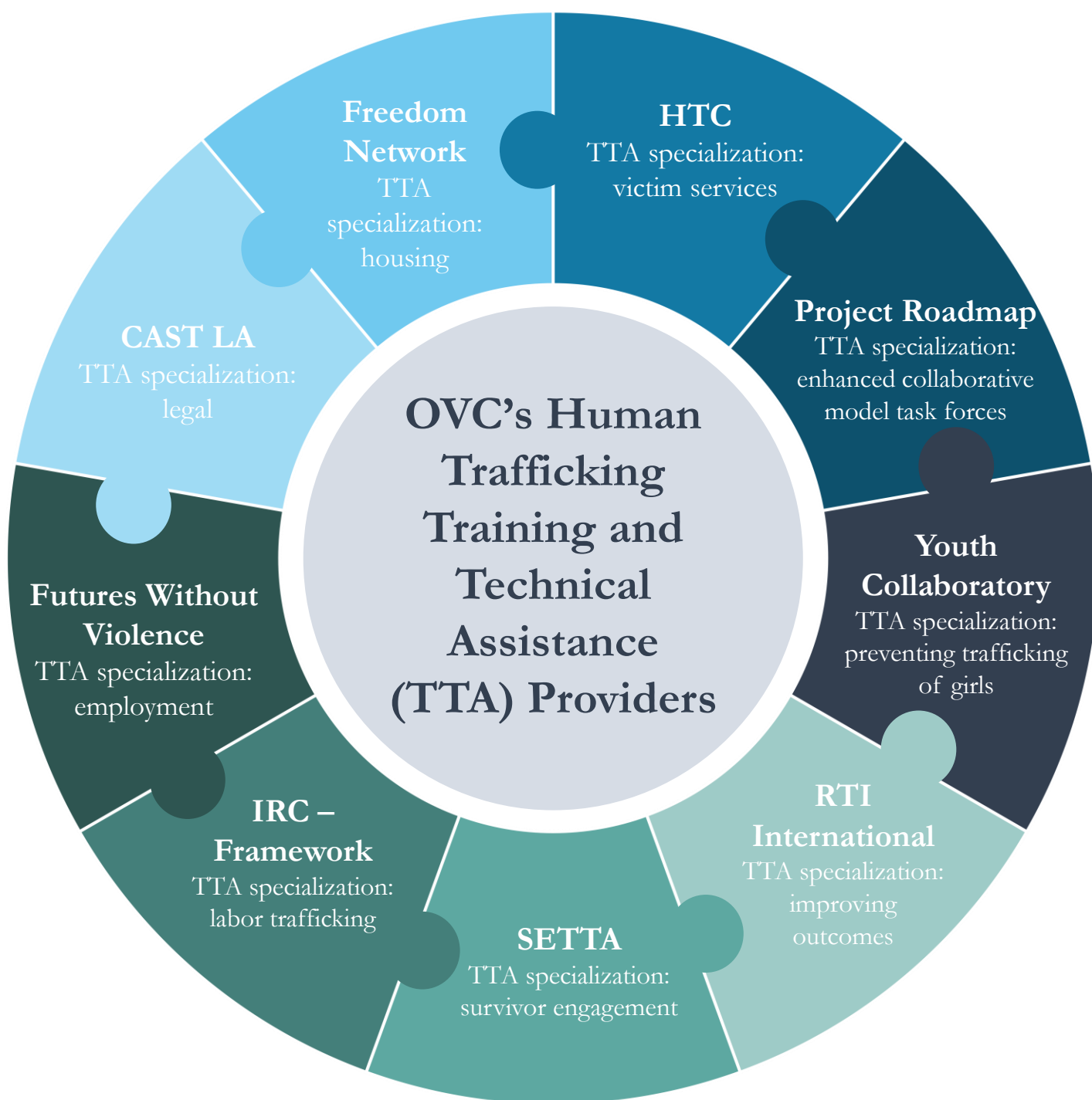


Training and Technical Assistance for OVC grantees

Best practice considerations for grantee organizations



Expertise on topics



Like puzzle pieces, OVC's TTA Providers work together to support OVC Human Trafficking Grantees via unique TTA specializations and expertise

# OVC TTA Providers

Office for Victims of Crime  
 Help for Victims | Help for Victims of Mass Violence

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About OVC | News & Events | Library & Multimedia | Funding & Awards | Programs | Topics

Home / Human Trafficking

## Human Trafficking

## Training and Technical Assistance

Through its cadre of training and technical assistance (TTA) providers, OVC provides practitioner-driven, evidence-based TTA that is responsive to the particular needs of victim service providers and system stakeholders, their communities, and the victims they serve. These providers strengthen the victim assistance responses to human trafficking, support multidisciplinary task forces and cross-sector collaboration, and build stakeholder capacity and leadership in identifying human trafficking victims and connecting them to services.

Locate upcoming training opportunities from OVC's human training and technical assistance providers and other stakeholders by conducting a search of [OVC's events page](#).

- Overview
- About Human Trafficking
- OVC Efforts
- Victims/Survivors
- Anti-Trafficking Professionals
- Standards of Care for Anti-Trafficking Service Providers

## Specialized Human Trafficking Training and Technical Assistance Providers

Show 10 entries Search:

Provider/Project	Project Description	Focus	Audience
<a href="#">AEquitas - Maximizing Justice Minimizing Harm; The Prosecutor's Role in Achieving Survivor-Centered Justice</a>	AEquitas will develop and promote survivor-centered and trauma-informed practices and enhanced human trafficking case prosecutions, by delivering experience-based, data-driven TTA to prosecutors.	<ul style="list-style-type: none"> <li>Prosecution;</li> <li>Labor Trafficking;</li> <li>Sex Trafficking</li> </ul>	<ul style="list-style-type: none"> <li>Law Enforcement;</li> <li>Prosecutors</li> </ul>
<a href="#">Coalition to Abolish Slavery and Trafficking: Comprehensive Legal Training and Technical Assistance</a>	The Coalition to Abolish Slavery and Trafficking builds the capacity of legal and social service providers to deliver services to human trafficking victims and increase victims' access to the full spectrum of legal remedies available to them to increase their safety, financial wellbeing, independence and self-sufficiency through access to trained legal service providers.	<ul style="list-style-type: none"> <li>Legal Services;</li> <li>Victim Services;</li> <li>Labor Trafficking;</li> <li>Sex Trafficking</li> </ul>	<ul style="list-style-type: none"> <li>Legal Providers;</li> <li>Social Services Providers</li> </ul>
	In-person and virtual TTA is available to improve the quality and quantity of legal services and pro bono attorneys across the United States; and improve social service provider capacity to identify the legal service needs of human trafficking victims, provide reliable referrals, and work effectively with legal service		

# Upcoming Correspondence

- **From OVC and Program Leads:** information about upcoming cross-cutting onboarding trainings and resources
- **From OVC Grant Managers:** questions related to budget and program revisions
- **New Grantee TTA Provider Orientations**
  - **ECM Grantees**  
Meet Project Roadmap: November 30 (part 1) & December 14 (part 2)
  - **Housing Grantees**  
Meet Freedom Network USA: January 31, 2024
  - **Improving Outcomes Grantees:**  
Meet RTI: December 11, 2023
  - **Preventing Trafficking of Girls Grantees**  
Meet Youth Collaboratory: *TBD*
  - **Victim Services Grantees**  
Meet OVC HTC: December 5, 2023

**Thank you!**