Presenter

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Webinar Outline

1. OVC Overview and Mission

2. Breakdown of the solicitation

   - Project Purpose, Goal, and Objectives

   - Eligibility

   - Application and Award Timelines

   - Required Documents

3. Application Process
4. Questions and Answers

QUICK TIP

Have a copy of the solicitation available to follow along and take notes.

OVC Overview

Mission: OVC is committed to enhancing the Nation's capacity to assist crime victims and to providing leadership in changing policies and practices to promote justice and healing for all victims of crime.

OVC funding supports:

- victims in tribal communities;

- state victim compensation and assistance programs;

- training and technical assistance and information resources;

- victims of international terrorism and mass violence;

- federal agencies' provision of victim services;

- survivors of human trafficking; and

- demonstration and service projects.

Timeline

- Solicitation Closes: **Friday, July 2, 2021 at 11:59 p.m. ET**

- DOJ expects to award grants no later than **September 30, 2021**

- All project **START** dates should be on or after **October 1, 2021***

*Please Note: Successful applicants MAY NOT begin work until the budget has been reviewed and officially approved by OJP. Additional information and or restrictions may be outlined in the award package.

Program Description

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office for Victims of Crime (OVC), is seeking applications for funding for the FY 2021 Services to Support Victims of Hate Crime and Strengthen Communities Program. This program furthers the Department's mission by supporting the development of program models to strengthen the capacity of the victim services field to better serve and support victims of hate crime.

Eligibility

The following entities are eligible to apply:

- ❑ For profit organizations other than small businesses
- ❑ Native American tribal governments (Federally recognized)
- ❑ Native American tribal organizations (other than Federally recognized tribal governments)
- ❑ Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- ❑ Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- ❑ Private institutions of higher education
- ❑ Public and State controlled institutions of higher education
- ❑ Small businesses

For additional information on eligibility, please review the title page of the solicitation.

OFFICE FOR VICTIMS OF CRIME

JUSTICE FOR VICTIMS ● JUSTICE FOR ALL

Goal

- Fund an entity to competitively select, and execute subawards with a minimum of 12 organizations throughout the country to implement field-generated, innovative strategies, approaches and models to support individuals, groups and communities impacted by hate crimes.

- Provide technical assistance and capacity-building support to the selected subrecipients.

Goal – Cont.

Subawards:

- Minimum of 12 organizations

- Members of the communities they plan to serve.

- Amount: From $50,000 to $125,000, depending on the project size.

- Project period: At least 12 months.

Objectives

The overarching objectives are to enhance the response to hate crime victims, groups and/or communities and to develop models that can be replicated in other communities.

Deliverables

1. Competitively select and execute subawards with **at least 12 organizations** across the country to develop field-generated efforts to serve and support victims of hate crime **in the communities that they serve.**

2. 2. Provide program oversight and management.

3. Monitor selected award subrecipients.

Deliverables – cont.

4. Deliver technical assistance and capacity building to subrecipients.

5. Collect and report required data from subrecipients.

6. Replication guide on promising models and practices to address hate crime, based on the work of the subrecipients.

OJP Priority Areas

In FY 2021 and in addition to executing any statutory prioritization that may be applicable, OJP will give priority consideration to applications as follows:

- Applications that will advance the promotion of civil rights, access to justice, support to crime victims, protecting the public from crime and evolving threats, or building trust between law enforcement and the community.

- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.

For additional information, please see the solicitation.

Federal Award Information

Maximum number of awards: 1 Award

Est. maximum dollar amount for each award: $2 million

Total amount anticipated to be awarded: $2 million

Period of Performance start date: 10/01/2021

Period of Performance duration: 36 Months

Type of Award

Award will be made as a **Cooperative Agreement**:

- **Substantial involvement between OVC and recipient** during the performance period

- Awarding agency **closely participates** in the performance of the program

See the "Administrative, National Policy, and Other Legal Requirements" section of the OJP Grant Application Resource Guide for more information.

Application and Submission Information

Applications **MUST** Include

These elements **MUST** be included in the application submission to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- **Proposal Abstract**

- **Proposal Narrative**

  - Statement of the Problem (10%)

  - Project Design and Implementation (40%)

  - Capabilities and Competencies (25%)

  - Plan for Collecting the Data for this Solicitation's Performance Measures (10%)

- **Budget Worksheet and Budget Narrative (web-based form) (15%)**

Proposal Abstract

An abstract is a **clear and simple summary statement** about your proposal.

This statement should be no more than 400 words and should include:

- Name of the applicant
- primary activities, products and deliverables,
- the service area, and
- who will benefit from the proposed project,
- will be completed in the JustGrants web-based form

Proposal Narrative Format

The Proposal Narrative must:

- Be double-spaced

- Use a standard 12-point font (Times New Roman is preferred)

- Have no less than 1-inch margins

- NOT exceed 20 pages. Pages should be numbered "1 of 20," "2 of 20," etc.

- Be submitted as an attachment in JustGrants.

Proposal Narrative Format

The following sections are part of the Proposal Narrative:

1. Statement of the problem

2. Project design and implementation

3. Capabilities and competencies

4. Plan for collecting the data required for this solicitation's performance measures

Proposal Narrative: Statement of the Problem

This section must—

- describe the needs of victims of hate crime;

- describe any data or research in relation to hate crime victims in the United States, the availability of existing resources, and/or current gaps in responses to any and all forms of hate crime

- applicants may use qualitative and quantitative data to describe the problem and should identify the source of any data or evidence cited

Proposal Narrative: Project Design and Implementation

This **section** should include goals, objectives and activities that are aligned with solicitation

- Be brief, concise, and clear.

- Make sure the information is consistent throughout your proposal.

- Create <u>solid</u> goals and <u>measurable</u> objectives:

  - Objectives should be **SMART:**

  Specific, **M**easurable, **A**ttainable, **R**ealistic, and **T**ime-bound

- Focus on the future and setting a <u>realistic timeline</u> to complete the project.

Proposal Narrative: Capabilities and Competencies

This section must—

- state their experience with managing federal grants and/or national demonstration projects that support services to crime victims, and

- document their administrative and financial capacity to manage federal grant, including their ability/experience with monitoring subrecipients, and/or nationwide programs

Proposal Narrative:
Plan for Collecting Data

- Who will be responsible for reporting the required performance measures?

- How will data be collected?

- Any additional performance metrics?

- What data sources will be used? – Any legal, policy, or other barriers to gaining access?

Budget Worksheet and Budget Narrative (Web-Based Form)

See the [OJP Grant Application Resource Guide](#) for additional information.

- ❑ Use the JustGrants web-based form.

- ❑ Personnel costs should relate to the key personnel for the project.

- ❑ The budget should include adequate funding to fully implement the project, broken out by year, reflecting 36 months.

- ❑ The budget should be mathematically sound and correspond with information described in the Proposal Narrative and aligned with the project design.

Applications Should Also Include

Along with the 3 required documents, the following information <u>should be included </u> in the application submission:

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov

- Standard Application Information (SF-424 info from Grants.gov)

- Indirect Cost Rate Agreement (if applicable)

- Financial Management and System of Internal Controls Questionnaire

- Disclosure of Process Related to Executive Compensation

- Tribal Authorizing Resolution

- Research and Evaluation Independence and Integrity Statement

- Documentation of Advancing DOJ Priorities (if applicable)

- Documentation of High-Poverty Areas or Persistent-Poverty Counties (if applicable)

- Disclosure of Lobbying Activities (SF-LLL)

- Applicant Disclosure of Duplication in Cost Items

- DOJ Certified Standard Assurances

- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

- Applicant Disclosure and Justification—DOJ High-Risk Grantees

- Request and Justification for Employee Compensation; Waiver (if applicable)

Application Process

JustGrants: Application Submission Resources

[Application Mechanics eLearning Videos](#)

By viewing the eLearning videos, job aids, DOJ Application Checklist and other resources, applicants will have all of the information

needed to successfully navigate the mechanics of submitting an application.

- ✓ [Application Mechanics: Getting Ready to Apply (NEW)](#)

- ✓ [Application Mechanics: Initiating Application Submission in Grants.gov (NEW)](#)

- ✓ [Application Submission: Locating an Application](#)

- ✓ [Application Submission: Submitting an Application](#)

- ✓ [Application Submission: Completing a Budget Detail Form](#)

- ✓ [Application Mechanics: After Submitting an Application (NEW)](#)

Review the Application Submission Webinar

Recording available: *Application Mechanics: Submitting an Application*

What you'll learn:

✓ Steps to take prior to applying for funding

✓ How to find open DOJ funding opportunities in Grants.gov

✓ How to apply for funding using JustGrants

✓ The JustGrants roles and their responsibilities and required actions

✓ How to navigate and use the system

✓ Where to find training materials, job aids, and other resources

DOJ Application Submission Checklist

Review the *DOJ Application Submission Checklist*

The checklist covers all necessary steps to complete the two-part application process in Grants.gov and JustGrants.

The checklist includes:

- ✓ how to prepare to apply

- ✓ completing the abbreviated application in Grants.gov

- ✓ Entity Onboarding and JustGrants Access

- ✓ completing, reviewing, certifying and submitting your application in JustGrants, and

- ✓ helpful user tips

JustGrants Training and Resources

➢ Access [recording](#) and [slide deck](#) from previous webinars

➢ Refer to the [JustGrants Training Application Submission](#) page for additional information and training on the application submission process

➢ Bookmark the [JustGrants Training](#) page for updates

Submission Information

Step 1: **Grants.gov**

- Submit the **SF-424 and an SF-LLL** at:
  https://www.grants.gov/web/grants/register.html
- To register in Grants.gov, applicants need to obtain a Data Universal Numeric System (DUNS) and System of Award Management (SAM) registration or renewal.

Step 2: **JustGrants**

- Submit the **full application** including attachments at: JustGrants.usdoj.gov

Refer to the Registration and Submission section of the OJP Grant Application Resource Guide at *https://ojp.gov/funding/Apply/Resources/Grant-App-Resource-Guide.htm* for instructions on How to Apply (https://www.ojp.gov/funding/apply/ojp-grant-applicationresource-guide#howToApply)

OJP Grants Application Resource Guide

Visit: https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide

Important Web Resources

- Office for Victims of Crime: https://ovc.ojp.gov

- DOJ Grants Financial Guide: https://ojp.gov/financialguide/DOJ/index.htm

- JustGrants: https://justicegrants.usdoj.gov/

- Grants.gov: https://www.grants.gov

- OJP Grant Application Resource Guide: https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide

- OVC Training and Technical Assistance Center: www.ovcttac.gov

- Grant Performance Measurement Reporting: https://ojp.gov/performance/

- OJP Resource Center: https://www.ojp.gov/ncjrs/new-ojp-resources

Important Contact Information

Technical Assistance Submitting the <u>SF-424 and SF-LLL</u> into Grants.Gov: 800–518–4726, 606–545–5035 | support@grants.gov

Technical Assistance Submitting the <u>FULL APPLICATION</u> into JustGrants: 833–872–5175 | JustGrants.Support@usdoj.gov

Technical Assistance with Programmatic Requirements contact the OJP Response Center: 800–851–3420 | grants@ncjrs.gov

Important Dates

Part 1: **Grants.gov**

- Submit **SF-424** & **SF-LLL** in Grants.gov by

June
18
11:59 p.m. e.t.

Part 2: **JustGrants**

- Submit **Full Application** in JustGrants.usdoj.gov by

July
2
11:59 p.m. e.t.

Questions

Submit questions in the Q&A Box.