

[Transcript from the [OVC Fiscal Year 2021 Advancing Hospital-Based Victim Services](https://ovc.ojp.gov/funding/funding-webinars) pre-application webinar, which was held June 7, 2021. The archived webinar can be found at: [https://ovc.ojp.gov/funding/funding-webinars.](https://ovc.ojp.gov/funding/funding-webinars)]

DARYL FOX: Good afternoon, everyone. Welcome to today's webinar, FY 2021 Advancing Hospital-Based Victim Services, hosted by the Office for Victims of Crime.

This time, I'd like to introduce today's presenter, Sharron Fletcher, Lead Victim Justice Specialist within the Discretionary Programs Division of the Office for Victims of Crime. Sharron?

SHARRON FLETCHER: Hello, everyone. Thank you for that introduction. I'm Sharron Fletcher and I'm here as the lead for this solicitation to walk us through the requirements for our advancing hospital-based solicitation.

So today, we are going to start by talking about the OVC mission and do a little overview of what we do here. Then we'll move on to, again, walk through the solicitation's purpose, goal, and objectives, eligibility requirements, the application and award timelines, as well as the required documents. Then we'll also go over briefly, the application process, which is a little different this year for everyone, including us in OVC. And then there will be time for Q&A at the end. But as we've just mentioned, please feel free to enter in and ask questions in the Q&A section, as well, as we go along. And also, it's lovely if you have a copy of the solicitation available to follow along with and take notes. So with that, we'll get into it.

So as I mentioned, as--OVC's mission is basically, we are very committed to enhancing the Nation's capacity to assist crime victims and provide leadership and changing policies and practices to promote justice and healing for all victims. So what's unique about our office is that our funding comes from the Crime Victims Fund, which is financed by fines and penalties paid by convicted federal offenders and not from your tax dollars. So we use the funding that we receive every year to support victim compensation and victim assistance across the United States, raise awareness around victims' issues, promote compliance for victims' rights laws, and provide training and technical assistance, an array of publications and products for victim assistance professionals. So through the Crime Victims Fund, again, our own office at OVC, Office for Victims of Crime, is able to support victims in tribal communities, again, state victim compensation and assistance programs, we're able to provide training and technical assistance and information and resources around that, as well as supporting survivors of human trafficking and other national scope demonstration and service programs. So we do quite a bit of work with our funding each year.

So today, again, we're here to talk about one specific solicitation and that's our Advancing Hospital-Based solicitation. So let's go over some of the timeline. So an important date to remember is that our solicitation is closing on Monday, June 12th. It's currently open and available to you all right now. So we anticipate, as with every year, that all the awards from the solicitation will be made no later than September 30th of this year, and so with that, all of the projects' start dates should begin on October 1 or after that timeframe. It's also something to note that the successful applicants that are funded through this solicitation will not be able to

start work until their budget have been reviewed, and those successful applicants will have some additional details around that budget approval and any restrictions that will be outlined on the award package.

As far as eligibility, again this solicitation is focused on funding programs that are run using hospitals as a connection point. Right? And so there are a number of entities that fund and operate hospitals so we have a wide range of eligibility as a result. So eligible entities can pretty much go the gambit from your city or town governments; county governments; for-profit organizations; as well as nonprofit, pardon me, organizations; and that of course includes Native American tribal governments and Native American tribal organizations; Native American nonprofits or for-profits; as well as private institutions of higher education; public and state control institutions of higher education; public housing authorities; and state governments. So again, a very wide range of eligibility for this solicitation.

So we are anticipating applicants in two categories in the solicitation. Category 1: Demonstration Sites Projects, we anticipate funding up to three awards through the solicitation and in the amount of \$500,000 .for a 24-month period. We also anticipate funding at least one applicant in Category 2 under the Technical Assistance Project, that award will also be for \$500,000 and run for 24 months starting on October 1, of this year.

So as I mentioned, our hospital-based solicitation is very much focused on improving linkages between the victim services field and hospitals and other likeminded medical facilities with the goal of increasing supports for crime victims, improving victim outcomes, and reducing barriers and chances of further victimization.

So the goal of this solicitation again is to support evidence-based models, practices, and policies that improve these partnerships we're talking about between the field and hospitals to increase support for crime victims with again, the objective of providing comprehensive coordinated trauma-informed services and support to address the full range of victim needs.

So I want to take a moment to talk about our Category 1: Demonstration Projects. So OVC is encouraging projects that focus on responding to community violence and victims of gun violence that we know are on the rise right now across the country. That said, potential sites as in applicants can still consider using other hospital-based affiliated services and approaches to support multiple types of victimization in their proposed projects. So it's--we really are trying to leave it open to applicants to tell us what their needs are and how they're going to--how they're going to plan out their programs. Now, but one key aspect for all of the projects, regardless of how they--of their approach or their focus, is that they must respect the decision making independence of crime victims, support self-sufficiency, and promote victims' feelings of increased safety and well-being. And that's an important tenet in all of the programs that OVC funds.

So our demonstration project applicants, we're asking that they include detailed descriptions of the specific approach they'll use to reach the specified type of victims, and we also would love for them to explain how the approach will improve the victim outcomes, because that is our overall goal. Applicants should also include a detailed explanation of how their program partners

will assist in meeting the complex needs of the victims served, because we know that victims are requiring a number of supports in a number of ways. And we want to also emphasize this last point that the services and support that are included in your applications do not have to be offered at the hospital and medical facilities. We want folks to be thoughtful in how they are providing those supports for victims and also where those supports are offered, because we know that sometimes it's easier for folks to get to services in their communities and it's easier to make those services accessible in the communities.

Next are demonstration project applicants will be required to work with a local research partner to track and evaluate their efforts, and that will include things such as developing logic models for your program, and also making plans to respond, and planning out how you will respond to the performance measures outlined in the solicitation. At least \$25,000 per year can be used to support the local evaluation, so that would be a minimum of \$50,000 for the 24-month period. However, applicants are able to budget more than that, if they feel that there's a need to use more than that to support that evaluation effort. But the requirement is that at least \$25,000 per year be included in your budget. And we're also asking that applicants submit a memorandum of understanding, a letter of intent with/from your local research partner as an attachment with the application.

So, a few of the activities that might be proposed for our Category 1: Demonstration Sites are listed here. I do want to say that this isn't an exhaustive list of the things that can be funded, but these are just offered as examples. So we do want applicants to be innovative and thoughtful in how they are, again, pulling together their programs or building programs out. So what we have listed here as potential activities are--include creating trauma-informed services and support for survivors, identified by program advocates, case managers, and other staff when entering hospital emergency departments and similar medical settings. Another proposed activity might be funding positions in training for hospital and program staff on the use of screening tools and other methods used to identify victimization and trauma. One of the requirements outlined includes identifying a program lead to run the project, but we recognize that there are going to be other folks on your teams and involved in the project that also require training, so that's the reasoning and thought behind that one suggested or proposed activity. Another particular activity would be conducting training for medical staff on the use of victim-centered, trauma-informed approaches when working with survivors in hospital settings. There's also space for you to consider funding partnerships to expand the network of support services available to survivors and the surrounding community that are easily accessible for survivors. And again, that goes to what I just mentioned as far as the services that are included in your programs, do not have to happen at the hospital. It's absolutely fine for them to happen in other locations, as necessary. And then lastly, another proposed activity might be the use of multidisciplinary teams that are linked to the hospital to identify and address service gaps and barriers that improve participating agency responses to victims and then create seamless network of services for survivors. So using those teams to really improve existing services and look for areas where we can continue to strengthen the projects that we are already--and services we're already using.

So moving on to the deliverables for our Category 1 applicants. They will include submitting quarterly financial reports and semiannual progress reports, which, of course, are submitted in compliance with DOJ grant requirements, participating in conferences and meetings hosted by

the TA provider that will also be funded through the solicitation or other partners as requested by OVC. And then lastly, all of the successful applicants will be required to submit a final report describing how the project was implemented, identifying your project partners and areas of success, and challenges faced, and lessons learned. And that final report would be submitted as an attachment to the semiannual progress report at the end of the period--the grant period.

So moving on to our Category 2 applicants in the technical assistance project. We're looking for applicants that are able to deliver an array of technical assistance resource and guidance to support the demonstration sites that are going to be funded. And those types of activities that we had in mind included providing diverse subject matter expertise and innovative assistance. So we want to make sure that the TA provider is able to respond to an array of needs in a number of areas and in innovative and unique ways. We also like them to be able to work with the site to engage their partners and strengthen their local--their project plans; identify and provide TA that is comprehensive, coordinated, and appropriate, trauma-informed, and data-driven to reach and assist all victims; again, that really is very much tied to the diverse subject matter expertise and innovative assistance piece. And lastly, we really are looking for folks that are able to facilitate some peer learning exchanges among the sites and other organizations doing similar work because we've found that many programs really do well in learning from each other and really being able to break down what those challenges are, and look at different ways that they've been able to overcome and resolve those issues. And then our applicants for the technical assistance projects should also plan to coordinate with other OVC-funded TA providers, such as our training and technical assistance center and others. OVC, right now, has quite a few different TA providers that we're funding. Many are doing work similar to this or related to this in different areas. So we do hope that the applicants will plan to leverage that current knowledge and work--and coordinate with those other providers.

Our Category 2 applicants, in their application should clearly demonstrate their knowledge and experience in providing TA to victim-serving organizations, as well as their knowledge and experience in an array of complementary topic areas, such as victim services generally, which would include victim compensation, child and youth victimization, child and adolescent development, child welfare, juvenile justice, law enforcement, health services, which we have included--meant to include physical, mental, and behavioral health services, as well as public health and other related topic areas. So again, that really just, kind of, listing out and driving home the wide array of subject matter expertise that we are hoping our technical assistance provider will be able to bring to the table to support our sites. So our Category 2 applicants should also demonstrate their knowledge and relevant connection to mental and behavioral health counseling services, and other critically overlapping areas. And we're specifically calling out substance use treatment because that's one area where across all the programs, we are--funded with victim services, we've always seen a strong connection and need to connect with those substance abuse treatments so that victims are able to coordinate those--that support across the span of the time that they're participating in programs. So that's one that's called out, but certainly there are others that we would hope that applicants would be able to show that they're able to connect and provide assistance to sites in making those connections.

So, some of the potential activities that we anticipate seeing in our Category 2 applicants include identifying a project lead and expert consultants that would ultimately be approved by OVC to

provide support for the demonstration sites that we're funding through the solicitation. We also like to see that there are plans for comprehensive delivery of TA to the sites, including site-specific support, using a variety of delivery methods. We're all virtual right now, but hopefully, in these 24 months, we'll be able to meet each other face-to-face. So we do want to see, again, a variety of delivery methods in TA to be able to support sites in those different modes. We are anticipating too, that the Category 2 applicants will perform all of the logistics to support the TA activities and events funded through the solicitation. We're anticipating that that Category 2 applicant will be able to share emerging information about the initiative with the field through webinars, conference workshops, blogs, and other online virtual communication methods. And lastly, we definitely want to see applicants include plans to provide OVC with regular updates on the progress of the sites' efforts to plan, develop, and implement their strategy.

As far as deliverables for our Category 2: Technical Assistance applicants, those include an array of TA resources and guidance, as we've discussed. Again, diverse subject matter expertise and innovative assistance. And so, I know that's a little repetitive, but it's repeated because it's that important we feel to the initiative. We do anticipate that they'll be working with sites to engage partners and strengthen their project plans. Again, facilitating peer learning exchanges among the sites and other organizations. Participating in conferences and meetings hosted by OVC and other partners. Having regular calls with the OVC grant monitor and submission of monthly reports to track those TA activities. And then, the last two here, are covering those DOJ reporting requirements of the quarterly financial reports and semiannual progress reports, as well as the final report summarizing the overall initiative. And again, that final report would be submitted with the semiannual progress report, that would be at the end of the last semiannual progress report submitted at the end of the award period.

So I do want to take a moment to highlight that OJP has some priority areas that are included in this solicitation, and you can review the solicitation for more details on this, but the Department of Justice is committed to advancing work that promotes civil rights, increases access to justice and supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. So in FY 2021, we are giving priority consideration in award decisions to applicants that demonstrate ways in which their projects will advance one or more of these areas. And those two areas are outlined here on the slide, with the first being the promotion of civil rights, access to justice, support to crime victims, protecting the public from crime and evolving threats, and building trust between law enforcement and the community. And then that second priority area, are applicants that demonstrate the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties. And so we encourage you all, if you feel your projects fall in these areas, make sure you highlight that, both in your Proposal Abstract and project narratives.

So again, we are going to anticipate funding through our Advancing Hospital-Based Victim Services solicitation, four awards in total, three in Category 1, and now that's the demonstration sites, for \$500,000, for a 24-month period. All of the awards will start on September 1st--I'm sorry, October 1st of this year. And we do anticipate funding one award in Category 2, under the technical assistance project, again, for \$500,000, for a 24-month period, with a start date of October 1. So again, we're repeating this for emphasis just to make sure everyone understands all of these requirements.

Oh, I do want to highlight as well, as far as the type of award. So the four awards made through this solicitation will be made as cooperative agreements. And this is important to highlight because we often, across OVC and other our sister agencies within OJP, we use the term cooperative agreements and grants interchangeably; however, there are some legal differences between these two funding instruments. So the key difference here is outlined on the slide, is that with the cooperative agreement, there's substantial involvement between the awarding agency and recipient during the performance period, and the awarding agency will closely participate in the performance of the program. So in this specific instance, the awarding agency would be OVC, and we're highlighting this just so folks understand it. We do anticipate to be--anticipate being involved in the programs and helping make some of the decisions or reviewing some of the decisions that are made. And this is, again, a difference from what one might anticipate if you are only used to dealing with grants and not cooperative agreements. So, just highlighting that one difference for everyone.

So next, we will go over some Application and Submission Information.

So all of our applications must include these three elements to pass what we call basic minimum requirements during the peer review process. And so, those three important elements are: the Proposal Abstract; the Proposal Narrative, and that proposal narrative should include the statement of the problem and description of the issue, a Project Design and Implementation, the Capabilities and Competencies, and a Plan for Collecting the Data for the Solicitation's Performance Measures. So those four pieces make up Proposal Narrative. And lastly is the Budget Worksheet and Budget Narrative. So the percentages you see highlighted on the screen outline the percent and the weight that will go towards the score for each of these sections. And so that's why that's highlighted there, so you understand how the applications will be reviewed and scored.

So, a few things about the Proposal Abstract. So your Proposal Abstract should be clear and then have a clear and simple summary statement about the proposal. It should be no more than 400 words, and should include the name of your applicant, primary activities that you will undertake, including outlining your products and deliverables, and also highlight the service area and who will benefit from the proposed program. And this year, since everything has transitioned to JustGrants, the Proposal Abstract is completed as a web-based form in JustGrants.

The Proposal Narrative should adhere to the formatting requirements outlined in the solicitation, which call for those narratives to be double-spaced, to use a standard 12-point font, Times New Roman is what--the font that is preferred, they should have no less than a 1-inch margin, and not exceed 25 pages. And page numbering is very, very helpful. So please do so, it makes it so much easier to review and follow along. And these proposal narratives are submitted as an attachment in JustGrants.

So as mentioned previously, there's four sections that make up the proposal narrative, the statement of the problem, description of the issue, project design implementation, capabilities and competencies, and then lastly, the plan for collecting the data required for this solicitation's performance measures.

So in general, our Proposal Narrative should meet a few requirements. So our Category 1 applicants should include detailed descriptions of the approach they will follow to reach victims and how it will improve victim outcomes. They should also describe and identify their program partners, and how their partners will help assist in meeting the complex needs of the victims served, and then they should also include an array of victim services to meet the complex needs of victims. So the Proposal Narrative for our Category 2 applicants should demonstrate their knowledge and experience in providing technical assistance to victim service agents-- organizations, as well as their knowledge and experience in an array of areas that will support the project, such as victim services, which would also include victim compensation, child and youth victimization, child and adolescent development, and other key components. The Category 2 applicant should also be sure to express their knowledge and experience and relevant connections to mental and behavioral health counseling services, and other critical overlapping areas. And also be able to show how they have the ability to collaborate with other entities as needed to support this TA project.

For the description of the issue included in the Proposal Narratives, the problem statement should establish strong rationale for the project and provide clearly state--clear statements of how funding will support the project's value to the victim field by meeting the stated goals. So we want applicants to use data to provide evidence that the need for the effort exists, and to demonstrate the scope and size of the need. Your problem statement should also make a convincing case that the project addresses a gap in existing resources and does not duplicate existing resources. So that's important. And lastly, if your organization is receiving funding from other sources to provide services and support for crime victims, or TA to support such projects, then your project should also explain how the funding would leverage that other project to enhance the response to victims.

So, for program narrative, moving on to the project design and implementation sections. So this section would be where we're including our goals and objectives and activities that are aligned with the solicitation. So a few tips, be bright, be brief, be concise, and be clear. Make sure the information that you're sharing is consistent throughout your proposal, create solid and measurable objectives. And those objectives should be SMART, and that's an acronym for specific, measurable, attainable, realistic, and time-bound. And also make sure that we're focused on the future and setting a realistic timeline to complete the project.

So for the last--not the last, second to last section for the Proposal Narrative, in the capabilities and competencies section. Now, this is where we would like for applicants to explain the roles and responsibilities of the lead agency, along with their plan for communicating with the team and other agencies and partners. So, in that section, we would want you to describe the project's organizational structure and include your organizational chart, so we understand how that communication flow works. We also are asking that applicants identify a coordinator within that lead agency to be responsible for the operation and expansion of the program. The individual who is identified as the coordinator should be empowered to lead a multidisciplinary effort within a well-designed staff-supported organizational structure. That includes the capacity to oversee programmatic and financial responsibilities. They should all--applicants should also discuss any previous or current experience providing victim services or TA to support such

services using partnerships, balanced public health approaches, and data-driven strategies. And lastly, this is where we would love for your applicants to make sure we're listing personnel in addition to the identified coordinator that will be responsible for managing and implementing the major stages of the project, as well as the description of the current and proposed professional staff members' unique qualifications that enable them to fulfill their responsibilities.

So, the last section of the Proposal Narrative is to plan for collecting data. So this is where, again, we think those local research partners will be helpful in helping to really layout a plan for how to collect that data. But we want you to really identify who is going to be responsible for reporting the required data for the performance measures, how will that data would be collected, and this is also a space where you can discuss any additional performance metrics that are specific to your project that you would like to include, and how that is going to function as far as who's collecting that data and how that's going to be reported out. We're also interested in hearing about what data sources will be used, and are there any legal policy or other barriers to gaining access, and how do you plan to address that, if necessary.

And moving on to talk about the Budget Worksheet and Budget Narrative. As mentioned, this year things are different. So the Budget Worksheet and Budget Narrative are now web-based forms in JustGrants and you can review the [OJP Grant Application Resource Guide](#) for some details on how to best access that. A few points to remember is that personnel costs should relate to the key personnel for the project, so we do want to see direct connection there. The budget should include adequate funding to fully implement the project, broken out by year. And this should be reflecting 24 months, not 36. I just noticed the typo here, on the slide. Sorry about that. And lastly, the budget should be mathematically sound and correspond with the information describe throughout the Proposal Narrative and aligned with the project design.

So, there are a number of things of--with the three requirement documents we went over. So, these are the other documents that should be included. So, the three required documents are what's needed for the applicants to move through peer review. These other documents are ones that are not weighted as heavily but still important to support your application. And those include a number of things that are pretty uniform across all grants that OJP and OVC put out. And those would include your SF-424, the Application for Federal Assistance, of your Indirect Cost Rates (if applicable), Financial Management Systems of Internal Control Questionnaire, Disclosure of Process Related to Executive Compensation, your Tribal Authorizing Resolutions (if applicable), Statements on the Research and Evaluation Independence and Integrity, and Documentation of Advancing DOJ Priorities (if applicable). And there's a few others as well. But, again, these are ones that supporting your applications but not as--but not critical for your applications to move through the peer review process.

So, moving on, I wanted to take some time out to also go through some application tips and resources.

So as I mentioned, this year we are using JustGrants. We launched that back in October of 2020 and so this is our first year using this in the award and grant cycle. So, I would encourage everyone to make sure you are going through these [Application Mechanics: eLearning Videos](#) to help get familiar with JustGrants' system and how you can navigate and submit--successfully

submit your applications. So there are a number of videos that they've put together to review that Application Process.

They also--we also encourage you to review the application submission webinar, and that is available. It's called, "[Application Mechanics: Submitting an Application](#)." It goes over the steps that you need to take prior to applying for funding and it reviews 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, as well as how to navigate and use the system, and more importantly, where to find training materials, job aids, and other resources. So, reviewing this information would be really helpful ahead of time so that you're prepared to have a smooth application process.

Lastly, we've put together a few tools that will help you just QC and make sure you're ready to submit--you have all the information ready to submit once you're done completing all of your Program Narrative and Proposal Abstracts. So, I encourage you all to review the [DOJ Application Submission Checklist](#). It covers all the necessary steps to complete the two-part application process in both Grants.gov and JustGrants. So, it's very helpful tool to have handy. And again, review ahead of the application submission.

And then, there are a number of resources that we have pulled together for JustGrants. So there's a [recording of slide deck](#) from previous webinars. You are always able to refer to the [JustGrants Training Application Submission](#) page for more information and details on that process. And we also encourage you to bookmark the [JustGrants Training](#) page for updates. And they keep that website updated very frequently for anything that has been changed and updated in the system. It's been--actually, to be quite honest, been a wealth of a very important resource for myself as well.

So this next slide, as we mentioned, this year is different. We have a two-part application process. So, when submitting your application, you're going to start by submitting your 424 on Grants.gov. So you must be [registered](#) in Grants.gov first. In order to do that, you'll have to have a DUNS number, that's the Data Universal Numeric System, and Systems of Award Management (SAM) registration, completed to be able to register in Grants.gov. So, those are two pieces that need to be done prior to getting yourself setup in Grants.gov, your organization setup in Grants.gov. Once that is submitted, you're able to then go into JustGrants to submit the full application. So again, this is a new two-step process.

We encourage you again another important resource to keep on hand and save, or bookmark, is the [OJP Grants Application Resource Guide](#). It goes through the entire application process and provides guidance to applicants who are preparing and submitting to OJP applications for funding. And it's just very helpful in helping go through all of those steps.

And this next slide, there's a number of important web resources here, from [OVC](#) to the [DOJ Grants Financial Guide](#), that are referenced all throughout this solicitation. All of these are resources that you should review and will be very helpful as you prepare for your application. And again, they cover the [JustGrants](#) site, [Grants.gov](#), the [OJP Grant Application Resource Guide](#) we just discussed, as well as information from the OVC Training and Technical

Assistance Center, or [OVC TTAC](#). The [Grants Performance Measurement Reporting](#), which is also a great place to look for resources around our performance measures, what those are. And our [OJP Resource Center](#) which is a new rebrand of NCJRS, but has a host of resources that can be helpful for you as you prepare your application.

So, on this slide, we have some important contact information, again, for Grants.gov and JustGrants, as well as the OJP Response Center which is where you will go--that OJP Response Center if you have additional questions you think of down the road as you prepare your application after we've done today. That's a great spot for you to shoot any questions under--that you might have as you prepare your applications.

And also, I've got to stop and make sure we review the timeline again, and important dates for applying. So again, this year is brand new. We have a two-part application process. So all applicants, I want you to consider reviewing one of the previously recorded [Application Mechanics: Submitting an Application](#) sessions. So step one is to submit the--by the deadline for Grants.gov, which is June 28th, and that's where you'll be submitting your 424 and the lobbying agreements there by June 28th deadline. And then part two of the submission process, you'll go to JustGrants to submit the full application by the deadline, final deadline, which is July 12th.

So, a few tips I want to share with everybody before we wrap and start the Q&A. Definitely start your application process early. If you haven't started already, please, I encourage you to get started today. It can be--take a lot of time to write out all of the project descriptions and all of the things that you want involved, as well as it takes time to reach out to all of those partners and get them on board. So please, definitely start the application process early. Next tip I will share is to make sure you identify the appropriate category in your submission. So Category 1 are Demonstration Sites, Category 2 are your Technical Assistance applicants. So make sure you're identifying the appropriate category in your Proposal Narrative and in your Proposal Abstracts. Next tip is to make sure you ask for the amount of funding needed. So, the maximum amount in both categories is \$500,000. There's no glory in asking for \$400,000. Ask for the whole amount that is needed to support the project. You don't get any bump up and there's no additional points for folks who don't request the entire amount, so please don't look at it in that fashion. Another tip I will share with you is that if anyone has--runs into issues with the Budget Detail Worksheet that is integrated into JustGrants, you are still able to submit the Excel version of the Budget Detail Worksheet that we used previously as an attachment. I--my understanding is that a lot of folks are still having success with that web-based form, but I want to make sure that you don't spin too many wheels if you do have a hiccup and run into tech issues with the web-based forms. It's fine to go ahead and use that Excel version as an attachment with your budget. And then my last tip is to be innovative. Don't--you know, don't let us box you in. Use your imagination. Use your experience of what's working in the field and what's working in your communities to propose what you think will work for your community. So, we don't--you know, we definitely don't want to box anyone in to thinking that they have to do things one way. We do encourage you all to be thoughtful and innovative in what you are proposing.

So, with that, I am done and I'm ready to answer any questions that folks might have as they prepare their submissions.

DARYL FOX: Thank you, Sharron. Just let them catch up and get a glass of water. I will say to everybody on the call that there's a couple of questions that came in. The recording, PowerPoint, and transcript will all be made available and posted to the OVC website within about 5 to 10 business days. So, if you miss something or need to go back and reference something within today's presentation, you'll be able to do that on the OVC website.

So with that, we can just get into it. First question coming in, "If the injured person is also part of the perpetration of the crime, are they eligible for services? For example, gang violence."

SHARRON FLETCHER: Yes, they are eligible for service. We don't make that determination with our--with our services we anticipate that you all--that each of the projects will have their own protocols for how they are screening victims into their program. And if they are a victim of gang violence, whether or not they are in the gang, we don't--we would not exclude them from services or for participating in the program.

DARYL FOX: Thanks for that, Sharron. "Could you define what counts as a demonstration site? Asking because we are interested in proposing a county-wide model for HVIP in Los Angeles. We're not sure if a county and multiple HVIPs at different hospital locations across the county would be considered by OVC as a single demonstration site."

SHARRON FLETCHER: I would say that is--that could be considered one site if that's how you are able to put together your project. My only caution to you is that we are--the award amount is only \$500,000, and so I'm not sure if that would be enough to support that many sites. So I would encourage you to consider if this is--if not having either a few less or just making sure that whatever you do pull together, it's fine to have multiple sites, but I would just encourage you to make sure that what you are proposing can be funded successfully with the amount of funding available. So just have that in mind as you put together your program.

DARYL FOX: "Can the lead applicant be a nonprofit as long as we have a partner as a hospital or clinic?"

SHARRON FLETCHER: Yes. Yes, nonprofits are eligible to be--to apply for the project.

DARYL FOX: "If an SA--If an SAA has the applicant and plans to subgrant the funds to a hospital to provide HVIP services, can the hospital research arm serve as the research partner?"

SHARRON FLETCHER: I would--no. The research partner should be a separate entity that is not run by the hospital, and not directly--no oversight. Your--It's important for your research partner to have some autonomy, so that they are able to create--not create, but able to provide honest feedback without having any fear of reprisal or awkwardness. We want it to be as objective as possible. So we would not encourage you to use a research partner that is already in the hospital and being funded in the--by the hospital directly.

DARYL FOX: Sharron, this one's probably very similar. I'll just read it verbally though. "I'm an ED physician that performs research and program eval for our hospital and will be working with

the DC OVSJG on our proposal. Do we have to have an additional outside research partner as well?”

SHARRON FLETCHER: Are you saying that you are directly funded by the hospital or by DC grant agency? Because those are two separate pieces. So, if you are in the hospital and funded directly by the hospital, then no, you could not be the research partner. We would like for the research partner to be an organization or a person that is outside of the hospital, and not, again, affiliated directly and funded by the hospital so that we have some autonomy and objectivity.

DARYL FOX: Again, similar question, but it just has a little nuance to it. “The research partner is required to not be connected to the applicant, but as a teaching hospital that’s a challenge. Are we able to partner with a research arm of our hospital’s parent university?”

SHARRON FLETCHER: Again, that would be no. It would have to be--Your research partner does need to be not connected to the applicant and outside of the hospital and not a part of the parent university.

DARYL FOX: “I represent an organization focused on sexual violence, would they be eligible with that focus or would they need to partner with someone who deals more directly with gun violence?”

SHARRON FLETCHER: Oh, in response to that question, yes. So again, we are encouraging applicants that are proposing programs that deal with community and gun violence. But applicants are not required to only deal with those. So, if you have other types of victimization and other victims that you are serving with your hospital-based programs, you are an eligible applicant with the solicitation.

DARYL FOX: And then once again with that same question, just a different nuance to it, Sharron. “I work with a victim service agency housed at a university. If the perspective research partner is a professor at a different school, part of the same system, is that too closely connected for the applicant?”

SHARRON FLETCHER: I would say that it’s still too closely connected because it’s the same system. So I would encourage you to find someone who is outside of the state system, but in your area still.

DARYL FOX: “May funds in both categories be used in multiple municipal jurisdictions? Our program is currently across jurisdictions, and the need would be there for that.”

SHARRON FLETCHER: I’m not sure if I understand. So the--You’re only able to apply in one category, so you would not be able to apply as a TA provider and as a demonstration site. So the TA providers funded will support all of the sites that are funded. However, we will not fund one entity to do both.

DARYL FOX: “Is there additional detail about the review criteria?”

SHARRON FLETCHER: I believe the solicitation does go through the four areas and what those--the points or the percentage of weight. As--And that's I believe--all of the information. there might be some additional links, too, that talk about more generally the peer-review process and how that functions.

DARYL FOX: "Is the project able to focus on a specific type of violent crime? For example, would the project be able to focus on domestic violence crimes, or just focus on carjackings where victims are injured?"

SHARRON FLETCHER: That would be up to the project to decide what they're able to support. So, yes, you're able to focus on multiple types of victimization, if that is what you're able to support.

DARYL FOX: "Is there a data dashboard that will be used for participants?"

SHARRON FLETCHER: Unfortunately, no. We're not that sophisticated just yet, but we're working on it with our OVC PMT--Project--(Performance Measurement Tool). So we're trying to get there. They're going to--they're currently working on merging that into JustGrants at some point. I'm not sure of the timeline on that. But we haven't gotten as sophisticated yet to have a data dashboard, but we hope to be there one day.

DARYL FOX: "Is there an indirect cap?"

SHARRON FLETCHER: No, there is not an indirect cap.

DARYL FOX: "Can the demonstration site funding be used to help start a Hospital-Based Violence Intervention Program? Or is it only for existing?"

SHARRON FLETCHER: This project is--Because we're only funding three we are focused on existing HVIPs.

DARYL FOX: "Can you restate the amount of funding needed, in your tips that mentions this?"

SHARRON FLETCHER: Yes. Ask for the amount of funding needed. The amount--the maximum amount available is \$500,000. My point in saying that again, was there's no bonus points or anything extra provided or any--it's not easier or better for you to put an application for less than that, is really just my point. I've had that come up in the past where folks feel like if they--they're more competitive and if they ask for less money, and that's not true. So please be sure to ask for the actual amount of money needed to support your program.

DARYL FOX: Okay. And then regarding...

SHARRON FLETCHER: And that maximum again, is \$500,000.

DARYL FOX: And, Sharron, regarding that, “Does it have to be the same each year or larger? Does the amount have to be the same each year, or can year two be larger as long as the total is not over \$500,000 over 2 years?”

SHARRON FLETCHER: That is correct, \$500,000 is the amount--is the maximum of the award. So how you split that out is up to you, from year--for the 2 years.

DARYL FOX: “Can demonstration projects launch from the inpatient side rather than the ED?”

SHARRON FLETCHER: Yes. That’s--again, that’s up to the project to determine where their connection points are and how they’re referring folks into the program. And it’s also absolutely fine to have multiple ways of referring people into the program. It doesn’t have to only come from one source.

DARYL FOX: And then a couple more about the look of the research entity. And Sharron, I don’t know if--I think of what you had mentioned in previous questions has covered it. You know, this one just says, “Can our contractor with the applicant be eligible to serve in this role? How is it different from a local evaluator?”

SHARRON FLETCHER: I’d say--I think the local part just means they need to be close to you physically, but not connected to your organization. So by local, we mean proximity, not--it doesn’t necessarily mean that there’s not a contract involved. So--because that contract is more about how they’re paid as opposed to what they’re doing. But again, the local research partner is again, supposed to be and ideally, a person from or--an organization that is not housed in the hospital or funded by the hospital directly, but from an objective and separate autonomous organization. Our hope is that they will be helpful in developing plans to respond to the performance measures for the solicitation as well as any other performance metrics that you all have developed for your program, including activities such as, you know, developing logic models for the program and things of that nature. So that is how we see that role.

DARYL FOX: Sharron, we’re up at 4:00 PM. I don’t know if you want to--there’s still a few more questions to get to. I don’t know if you want to keep going a little bit or refer people to perhaps, the Response Center with additional questions.

SHARRON FLETCHER: Yes, I think we can--we can do one more question. And then the remaining, we’ll have to ask folks to send their questions to the Response Center.

DARYL FOX: “Does the demonstration site need to have MOUs or contracts with key partners prior to the application?”

SHARRON FLETCHER: No. They don’t have to be prior, but we do anticipate and hope that the applicants will be able to submit MOUs, or letters of support--I’m sorry--from their partners to demonstrate what those extra, you know, explain what those services and support will entail and how they’re supporting the project.

DARYL FOX: Thanks for that. Just again, a reminder, the slide here is going to have all the contact information you need for the different aspects and parts of the application. So Grants.gov's information for SF-424 and the LLL. You have JustGrants for submitting the full application. And then the OJP Response Center, if you have questions about the programmatic side of the solicitation and what it entails. Please utilize these numbers, emails as you need. They're great references, very responsive on their ends. So, Sharron, anything in closing?

SHARRON FLETCHER: No. Just thank you all for your time and best of luck with your applications.

DARYL FOX: Okay. So, on behalf of the Office for Victims of Crime and our panels, we want to thank you for joining today. This will end today's presentation.