

[Transcript from the [Fostering Resilience and Hope: Bridging the Gap Between Law Enforcement and the Community](#) pre-application webinar, which was held June 8, 2021. The archived webinar can be found at: <https://ovc.ojp.gov/funding/funding-webinars>.]

DARYL FOX: Good afternoon, everyone. Welcome to today's webinar FY 2021 Fostering Resilience and Hope: Bridging the Gap Between Law Enforcement and the Community, hosted by the Office for Victims of Crime. At this time, I'd like to introduce today's presenter, Dr. Stacy Phillips, Grants Management Specialist within the Discretionary Programs Division of the Office for Victims of Crime. Stacy?

STACY PHILLIPS: Thanks so much, Daryl. My name is Dr. Stacy Phillips and I'm excited to have you here today with us. Good afternoon to everyone. I'm not sure which side of the country you are on, but it should be afternoon everywhere. And thank you for joining.

Today, taking a look at the outline, we're going to go over the OVC overview and mission; breakdown of the solicitation, which will include project purpose, goal and objectives, eligibility, application and award timelines, required documents; the application process; and questions and answers. Please make sure to have a copy of the solicitation available to you so that you can follow along and take notes.

The Office for Victims of Crime administers the Crime Victims Fund. The Fund, which is financed by fines and penalties paid by convicted federal offenders and not from tax dollars. OVC channels that money towards victim compensation and assistance through the United States, raises awareness about victim's issues, promotes compliance with victims' rights laws, and provides training and technical assistance and publications and products to victim assistance professionals. Through the Crime Victims Fund, OVC's programs support victims in tribal communities, state victim compensation and assistance programs, provide training and technical assistance and information resources, support victims of human trafficking and then national scope demonstration and service projects.

Our timeline for this initiative is as follows. The solicitation closes Monday, July 19, 2021. The Department of Justice expects to award grants no later than September 30, 2021. All project start dates should be on or after October 1, 2021. And as you can see under there in the red, please note that 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.

Taking a look at eligibility, we have two purpose areas. Purpose Area 1 is for demonstration site applicants. These can be state governments, city or township governments, county governments, Native American tribal governments that are federally recognized. And Purpose Area 1 applicants must be public law enforcement agencies to include Native American tribal governments with arrest powers and that perform law enforcement functions. Purpose Area 2 is for technical assistance applicants. These can be nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education; nonprofits that do not have 501(c)(3) status with the IRS, other than institutions of higher education; public and state controlled institutions of higher education; private institutions of higher education.

OVC seeks applications to support the development, implementation, and dissemination of a train-the-trainer, trauma-informed, hope-centered framework to assist law enforcement officers with addressing trauma and adversity in order to repair and rebuild relationships within the community. And you can find this on page 4 of the solicitation.

The primary goal of this initiative is to develop a train-the-trainer curriculum to foster inclusion of a culture rooted in Hope Theory into law enforcement agencies.

Objectives are to work with the other demonstration sites and the technical assistance provider to develop a train-the-trainer curriculum to foster a law enforcement culture rooted in Hope Theory; to develop a detailed plan for implementation and dissemination throughout the entire agency (this should include a tiered training system from the top down); and to develop a strategic plan for the agency that incorporates tangible goals and objectives for implementing a hope-centered agency framework and practice that responds to the needs of officers.

In addition, develop new or expand existing policies and best practices that operationalize a common language of hope, tailored for law enforcement that promotes safety, well-being, and community-oriented policing practices. Create and implement a cohesive and actionable plan using the hope-centered practices and policies to respond and transform traumatic stress throughout the agency. Develop a hope-centered community advisory council that will be charged with helping law enforcement implement a hope-centered approach by creating and maintaining community relationships and a coordinated outreach. The council should include diverse stakeholders. For example, local citizens including youth and families, law enforcement, school staff, social service organizations, faith-based organizations, et cetera. Document and disseminate best practices and lessons learned through local analysis and in coordination with national research conducted by the technical assistance provider.

Deliverables include the following. For Purpose Area 1, successful demonstration site applicants will: work with the TA provider and other sites to implement a hope-centered framework throughout the law enforcement agency; work with the TA provider and other sites to develop a train-the-trainer toolkit uniquely designed for use by law enforcement agencies that includes a certification program for trainers/navigators within each agency for sustainability; hire a full-time Project Coordinator; hire a full-time Community Hope Navigator; plan and deliver one community and law enforcement Hope Summit per year; partner with a research entity to collect data and conduct a project process evaluation; and produce a final report.

For Purpose Area 2, the successful TA provider will: develop with OVC and the demonstration sites, highlight and implement a train-the-trainer curriculum (this curriculum should include a facilitator guide and will be published by OVC); develop a toolkit that explains how to establish a hope-centered framework within a law enforcement agency and the community; plan and execute regular site meetings that focus on exchanging ideas, lessons learned, networking, and strategic development of future goals and project implementation; develop and implement a sustainability plan to start from project inception with each site to be added to the facilitators' guide; create a train-the-trainer model to build capacity; develop a cadre of certified trainers who have been schooled under the train-the-trainer framework and are a resource for OVC; develop and implement a marketing dissemination plan; partner with a research entity to conduct a national program

evaluation (this evaluation should identify clear metrics and indicators at the local level, which will then be aggregated and analyzed at the national level. The TA provider should develop a clear theory of change and work with the demonstration sites and their local researchers for implementation and analyses); develop a cadre of partnerships to assist with the initiative including but not limited to implementation science, sustainability, collaboration, etc.; plan and deliver at least one all-sites meeting for each year of the demonstration initiative; share findings to advance knowledge and practice in the field by identifying strategic and collaborative opportunities for sharing information (this includes but is not limited to delivering webinars, producing publications, and presenting at conferences); and last but not least, to deliver a robust program evaluation report for dissemination to the field.

OJP Priority Areas. The Department of Justice is committed to advancing work that promotes civil rights, increases access to justice, supports crime victims, protects the public from crime and evolving threats, and builds trust between law enforcement and the community. In fiscal year 2021, OJP will give priority consideration in award decisions to applications that demonstrate ways in which their projects will advance one or more of these areas. 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 the 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. To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties. For purposes of this priority consideration, the term “high-poverty area” means any census tract with a poverty rate of at least 20 percent as measured by the 2013 to 2017 5-year data series available from the American Community Survey of the Census Bureau. Applicants may search by census tract. And the term “persistent-poverty counties” means any county that has had 20 percent or more of its population living in poverty over the past 30 years as measured by the 1990 and 2000 Decennial Census and the most recent small area income and poverty estimates.

Federal Award Information. As you can see, there is the maximum awards OVC expects to make are five. Purpose Area 1 for demonstration sites will be up to four awards for up to \$750,000. Purpose Area 2 for technical assistance is one award of up to \$1 million. So the total amount to be awarded would be \$4 million total. The period of performance start date of October 1, 2021, with a period of performance duration of 36 or 3 years. OVC may, in certain cases, provide additional funding in future years to awards made under the solicitation through continuation awards. OJP will consider among other factors, OJP’s strategic priorities, a recipient’s overall management of the award, and progress of award-funded work when making continuation award decisions. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

These awards will be made as cooperative agreements. This is substantial involvement between the awarding agency and recipient during the performance period. Awarding agency closely participates in the performance of the program. You can see the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for more information.

Now under the Application and Submission Information.

Applications must include the following. 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. That's your Proposal Abstract and your Proposal Narrative. Under the narrative, there is the statement of problem which will consist for 20 percent, project design and implementation for 45 percent, capabilities and competencies for 20 percent; and then also a plan for collecting the data for this solicitation's performance measures at 5 percent. You also must include a Budget Worksheet and Budget Narrative and on the web-based form that is worth 10 percent.

The project--excuse me. The Proposal Abstract. The abstract is a clear and simple summary statement, no more than 400 words, summarizing the proposed project including 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.

The Proposal Narrative must adhere to the Proposal Narrative formatting requirements. If the Proposal Narrative fails to comply with these length-related restrictions, OVC may consider such non-compliance in peer review and in final award decisions.

The following sections are also part of the Proposal Narrative: statement of the problem, project design and implementation, capabilities and competencies, and the plan for collecting the data required for this solicitation's performance measures.

For the Proposal Narrative: statement of the problem, for Purpose Area 1, which is the demonstration sites, this section must describe an understanding that law enforcement officers experience primary and secondary trauma and how that trauma impacts their ability to perform their duties and the impact on the department. Describe any ongoing challenges within the community. Describe your law enforcement department's interest in participating in this initiative and what you hope to gain from it. And describe the benefit to the officer, the organization, and the community.

For Purpose Area 2, which is the technical assistance provider: describe an understanding of primary, secondary, and vicarious trauma and its impact on law enforcement officers individually and on the agency as a whole. Describe an understanding of Hope Theory and resilience and the benefits to individuals, organizations, and communities. Describe the unique considerations, issues, or challenges in creating a hope-centered organization and how will you address them through technical assistance.

For the narrative under project design and implementation, this section should include goals, objectives, and activities that are aligned with the solicitation. Please be brief, concise, and clear. Make sure the information is consistent throughout your proposal. Create solid goals and measurable objectives. Objectives should be SMART: Specific, Measurable, Attainable, Realistic, and Time-bound. Focus on the future and setting a realistic timeline to create the project.

For Purpose Area 1, capabilities and competencies, this is for demonstration sites. Demonstrate that your agency has the organizational capacity to successfully undertake an initiative that involves significant collaboration with the technical assistance provider and other partners supporting the effort. Indicate whether there have been any planning meetings or other discussions among staff or staff and leadership about the need to address victimizations and trauma on an individual or organizational level. Describe the strengths and challenges of your organization (i.e., resources, policy and system barriers, training gaps, facility space, buy-in). Identify any staffing, resource, and capacity needs that your organization foresees in leading this project.

For Purpose Area 2, technical assistance providers, demonstrate organizational expertise and capacity to successfully undertake an initiative that involves significant collaboration with law enforcement agencies and partners. State the mission of the applicant organization. Describe the current or past experiences of the applicant organization in providing technical assistance to law enforcement or victim-centered organizations and multidisciplinary audiences. Describe the capacity of the applicant organization to undertake the project including the anticipated number of staff, consultants, and project partners that will be devoted to the project. And describe the qualifications and experience of the proposed staff and consultants dedicated to the project.

In terms of a plan for collecting data, who will be responsible for reporting the required performance measure? How will data be collected? Any additional performance metrics that you are going to look at? What data sources will be used? Any legal policy or other barriers to gaining access?

In the Budget Worksheet and Budget Narrative, it is now a web-based form in JustGrants. Applicants will complete the JustGrants web-based form, break out costs by year, reflecting 36 months total of project activity. Applicants can see the “Budget Preparation and Submission Information” section of the [OJP Grant Application Resource Guide](#) for details on the budget and associated documentation such as information on proposed subawards, proposed procurement contracts under awards and pre-agreement costs. For questions pertaining to budget and examples of allowable and unallowable costs, visit the [DOJ Grants Financial Guide](#).

This screen lists other documents to be included, as mentioned on the application checklist at the end of the solicitation. Use the checklist in your review prior to submitting your application.

The Application Process.

The JustGrants application submission resources, application mechanics, and e-Learning Videos. By viewing the eLearning Videos, job aids, DOJ application checklist, and other resources, applicants will have all the information needed to successfully navigate the mechanics of submitting an application.

There is also a recording available under [Application Mechanics: Submitting an Application](#). During this webinar, you will learn steps to take prior to applying for funding, how to find open DOJ’s funding opportunities in Grants.gov, how to apply for funding under Grants.gov, how to apply for funding using JustGrants, the JustGrants roles and their responsibilities and required actions, how to navigate and use JustGrants to submit your application, and where to find training

materials, job aids, and other resources. Additional application submission training materials are posted on the [Justice Grants Training Application Submission](#) page.

Please 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.

Also, under the training and resources, you can access [recording](#) and [slide decks](#) from previous webinars. Please 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. I highly encourage that.

For submission information, in FY '21, applications will be submitted to DOJ in a new two-step process. Step one, applicants will submit an SF-424 and an SF-LLL in Grants.gov. To register in Grants.gov, applicants will need to obtain a Data Universal Numeric System, also known as DUNS, and System of Award Management, also known as SAM, registration or renewal. Step two, applicants will submit the full application including attachments in JustGrants at [JustGrants.usdoj.gov](#). To be considered timely, an application must be submitted by the application deadline using Grants.gov and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct, in a timely fashion, any problems that may have caused a rejection notification. I want to encourage this. I have heard from other entities that have been going through the application process that there have been some challenges with JustGrants. So you definitely want to make sure that you give yourself plenty of time to be able to work through those challenges as you are doing your submission.

The [OJP Grant Application Resource Guide](#) is located at this website.

These are some other important web resources, obviously the [Office for Victims of Crime](#), [DOJ Grant Financial Guide](#). This is a list of important websites that are referenced throughout the solicitation that may be resources for you as you prepare your application. These also include [JustGrants](#), [Grants.gov](#), the [OJP Grant Application Resource Guide](#), the [OVC Training and Technical Assistance Center](#), [Grant Performance Measurement Reporting](#), and then the [OJP Resource Center](#).

Here is a list of contact information that will be important to you as you prepare your applications. First is Grants.gov, which is available to provide technical assistance when submitting the SF-424 and the SF-LLL. They can be reached by phone at 800-518-4726, or email to support@grants.gov. Next is JustGrants, which is available to provide technical assistance on submitting the full application. They can be reached by phone at 833-872-5175 or email to JustGrants@usdoj.gov. Finally, is the OJP Response Center, which is available to provide technical assistance with programmatic requirements. They can be reached by phone at 800-851-3420 or email to grants@ncjrs.gov. I have been told that for those that are submitting applications and other--for

other solicitations, when they have had to contact JustGrants, utilizing them via phone allowed for them to have someone actually stay with them and walk them through the submission of their application, as they had been experiencing some challenges. And so that might be easier to do rather than waiting for an email response, depending on the time of day or how often they are getting [called].

These are some important dates. Applicants should consider reviewing, one of the previously recorded [Application Mechanics: Submitting an Application](#) session. Submit part one by the deadline in the solicitation, which is July 6th. That means you must have entered everything into Grants.gov, submitted that SF-424 and SF-LLL by July 6th. I recommend doing it a few days before to ensure there are no hiccups. Submit part two, the full application, in JustGrants.usdoj.gov by July 19th at 11:59 PM, Eastern Time. Again, I highly encourage doing this several days earlier, especially with the known challenges we have currently with JustGrants.

Now it's time for Q&A.

DARYL FOX: Thanks for that Stacy. Before we begin the Q&A portion, just a reminder that the recording, PowerPoint, and transcript for today's webinar will be posted to the OVC website within 5 to 10 business days. So if you need to go back, reference anything spoken to you today, you can do so. So definitely check that out as it's posted.

So, the first question coming in, "Does each applicant need to address both Purpose Areas 1 and 2 or can an application focus on one purpose area only?" If there's any...

STACY PHILLIPS: Yeah, the applicant--yeah, sorry. Thank you. So you should only be applying to one purpose area or the other, not to both. And then you answer the questions regarding whatever purpose area that you are applying for.

DARYL FOX: "Is there guidance on the number of FTEs and level of effort required for TA providers?"

STACY PHILLIPS: I think it's pretty clear in the solicitation that you demonstrate what your capabilities are, and what your, you know, previous experience is and history for technical assistance provider and whether you have the expertise of providing TA for an initiative as large as this.

DARYL FOX: "Can a tribe and municipal government partner as co-applicants?"

STACY PHILLIPS: There has to be one lead applicant. But you can certainly partner, you know, with more than one. But there has to be one lead and then, again, as you--however you work it out is between, you know, between you guys. But only one person can be the lead or one entity, excuse me.

DARYL FOX: "Is there an example on how will--how the community advisory council will help law enforcement implement a hope-centered approach?"

STACY PHILLIPS: No.

DARYL FOX: Just generally speaking?

STACY PHILLIPS: Yes. No, there's not an example. I think that we're leaving that up to the applicants to design.

DARYL FOX: "Are there any unstated or implied scoring criteria, meaning the size of the organization, versus experience with programs and services that could be shared?"

STACY PHILLIPS: Is this in reference to--is this in response to demonstration sites or technical assistance providers? Everything that we are scoring on is listed in the solicitation. There's nothing that's not said.

DARYL FOX: "Are L3Cs allowed to apply?"

STACY PHILLIPS: The eligibility is listed, that we just went over. So if it falls under the--If it falls under the bullets of what we listed for eligibility, then--if it's listed there, then yes, and if not, whatever is listed is what is allowed to apply.

DARYL FOX: And for the person that asked that question, this slide right now shows the eligibility that was discussed earlier in the presentation. More detail in the solicitation itself as well.

DARYL FOX: "Can I receive copies or review previously successful grants with OVC?"

STACY PHILLIPS: I--We don't have the ability to provide those. We can't provide other people's work out.

DARYL FOX: That's all the questions in the queue at this time. Once again, if you do have a question, you can click on the bottom right side of your screen, three dots, and enter in the Q&A. We'd be glad to get to it.

While we're waiting a little more, this slide here, as mentioned, is important contact information. If you do have any questions regarding Grants.gov, JustGrants, or programmatic requirements, the OJP Response Center. All very responsive and separate resources for those parts of the application process.

"Is this the first year this solicitation has been offered, Stacy?"

STACY PHILLIPS: Yes. This is a brand new initiative.

DARYL FOX: That seems to be all the questions in the queue at this time. We'll wait another moment or two.

STACY PHILLIPS: I just want to encourage, again, I know I said this earlier but really getting that Grants.gov stuff in on time. In all honesty, I've had it in years prior where entities didn't do that on

time and there were, what they believed to be technical issues with their SAM or their DUNS, and they looked for waivers. But it ended up not being technical issues and the waivers were not approved and those entities didn't get to apply for whatever a solicitation they were applying for which really is horrible when that happens, especially with all the hard work that gets put into these. So please, please, please do sign up for your Grants.gov in advance to make sure everything is copasetic.

DARYL FOX: "Is it worth applying if we are a small 501(c)(3) with an innovative program to improve relations between community and law enforcement, but it will not be near the \$1 million budget?"

STACY PHILLIPS: So the \$1 million budget is for technical assistance providers. So as a--if you're applying as a technical assistance provider, I think you just need to determine whether or not you have the capable--capabilities, and capacity, and history to be able to provide technical assistance the way that it's outlined in this solicitation. For a demonstration site, I think any size entity should apply, that has interest.

DARYL FOX: "Is this related to the collective healing initiative from several years back?"

STACY PHILLIPS: It's not related to it, but it definitely kind of bridges off of it.

DARYL FOX: "Can the research entity be an individual or does it have to be a company institution?"

STACY PHILLIPS: I believe for demonstration sites that are required to have a local researcher, I've seen it done either way to be honest with you. I've seen it done where it's a researcher that they contract with or maybe it's a, you know, an institution or agency. It's your call as to who you decide to contract with for the research portion of it.

DARYL FOX: That's the end of the questions in the queue currently. So with that, Stacy, anything in closing then perhaps?

STACY PHILLIPS: No. Thank you all for joining the webinar and I hope everyone applies.

DARYL FOX: So on behalf of the Office for Victims of Crime, our panelist, we want to thank you for joining today's webinar. I especially want to thank the ASL Services that have joined us today, that was able to bring some more information and accessibility to all. So this will end today's presentation.