OFFICE FOR VICTIMS OF CRIME

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OVC FY 2022 Safety, Support, and Services for Survivors of Sexual Abuse in Youth Detention

CFDA # 16.582

Grants.gov Opportunity Number: O-OVC-2022-171240
April 19, 2022

The webinar will begin shortly.
Please have a copy of the solicitation available
to follow along and take notes.

Presenter

Stacy Phillips, DSW, MSW

Grants Management Specialist

Discretionary Programs Division

Office for Victims of Crime

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.

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OVC Overview

Mission: OVC is committed to enhancing the Nation's capacity to assist crime victims and to providing leadership in changing attitudes, 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

❑ Grants.gov deadline: **Thursday, May 26, 2022**

❑ JustGrants deadline: **Thursday, June 2, 2022**

❑ DOJ expects to award grants no later than **September 30, 2022**

❑ All project **START** dates should be on or after **October 1, 2022***

*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.

Eligibility

- State governments
- City or township governments
- Public and State controlled institutions of higher education
- County governments
- Public housing authorities/Indian housing authorities
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- 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
- Unrestricted (open to any type of entity above), subject to any clarification in text field entitled as Additional Information on Eligibility
- Private institutions of higher education
- For profit organizations other than small businesses
- Individuals
- Independent school districts
- Small businesses

Eligibility

Criteria

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

Program Description

OVC seeks to support the development and enhancement of partnerships between juvenile detention centers or jails and community-based victim service providers, with the goal of increasing access to outside support services for juvenile survivors of sexual abuse. This program furthers the DOJ's mission by ensuring compliance with the Prison Rape Elimination Act (PREA) and support of law enforcement. Specifically, this program will provide:

1. victim services to detained juveniles who have been sexually assaulted;

2. training to correctional officers on how to respond to and support juvenile victims; and

3. technical assistance to correctional institutions and victim service providers to help ensure the delivery of services to detained juvenile victims.

Categories

Competition ID	Category	Number of Awards	Dollar Amount for Awards	Performance Start Date	Performance Duration (Months)
C-OVC-2022-00002-PROD	Purpose Area 1: Project Sites	4	$500,000.00	10/1/2022 12:00 AM	36
C-OVC-2022-00003-PROD	Purpose Area 2: Technical Assistance Provider	1	$750,000.00	10/1/2022 12:00 AM	36

Goal

The project goal is to:

- to increase access to outside support services for juvenile survivors of sexual abuse in detention

Project Site Objectives

1. Partner with juvenile detention centers, jails, and/or correction agencies that do not already have formalized partnerships with victim service providers.
2. Work meaningfully with community advocates to build victim services programming for juvenile detention facility residents and strengthen sexual safety. See specifics in the solicitation.
3. Establish safe access to technology-based victim services that appeal to youth, such as email, chat, tablets, and web-based services.
4. Explore the provision of innovative and creative programming and non-traditional service delivery to help victim residents heal from sexual abuse and other trauma.

Project Site Objectives (cont.)

5. Implement services for residents to address trauma broadly, to promote healing from abuses such as trafficking, child sexual abuse, sexual violence, hate crimes, domestic or dating violence, removal from the home, and gun violence.
6. Ensure that residents are educated in an age-appropriate, accessible, and continuously available manner about their rights and available services.
7. Explore additional ways in which advocates can contribute to sexual safety within the facility. See examples in the solicitation.
8. Provide technical assistance.
9. Ensure that residents also receive education about healthy relationships, boundaries, communication, other life skills, and understanding trauma.
10. Prepare a plan for program sustainability.

Project Site Deliverables

- A needs assessment.

- A strategic plan to work with the partner facility.

- An MOU between the victim service organization and the facility, memorializing the partnership and the details of how the services will be provided to juvenile survivors.

- A report of lessons learned, documented in coordination with the technical assistance provider, to be disseminated throughout the field.

TA Provider Objectives

1. 1st quarter, assist each site with conducting a needs assessment to determine gaps in the establishment of PREA-compliant victim services requirements for residents, as part of initial project planning.
2. 1st year, work with the sites to help build the relationships with the victim advocacy programs and assist with MOU development.
3. Provide support addressing the gaps identified in the needs assessment.
4. Provide targeted technical assistance for youth detention officials on implementing effective strategies for staff screening, training, and supervision.
5. Collect and share tools, best practices, and guides related to supporting incarcerated youth who have been victims of crime; identify gaps in the available resources; and create new resources based on the gap analysis.
6. Following TA guidelines, provide ongoing guidance and support.
7. Work with each site to develop a sustainability plan that will support the long-term success of the partnership beyond the grant period.

TA Provider Deliverables

A final report regarding lessons learned, building capacity, and a strategic planning guide to be used across the country by other detention centers to implement support services for their victims.

OJP Priority Areas

1. Priority Considerations Supporting Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*

    A. Applications that include project(s) that will promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality, when making award decisions.
    B. Applicants that can demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because the applicant (or at least one proposed subrecipient that will receive at least 30% of the requested award funding, as demonstrated in the Budget Worksheet and Budget Narrative) identifies as a culturally specific organization.

For additional information, please see the solicitation.

Type of Award

The award will be made as a **Cooperative Agreement**:
- **Substantial involvement between awarding agency 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/Description of the Issue (20%)

  - Project Design and Implementation (45%)

  - Capabilities and Competencies (25%)

  - Plan for Collecting the Data for this Solicitation's Performance Measures (5%)

- **Budget Worksheet and Budget Narrative (web-based form)** (5%)

Remember, if you fail to submit <u>ANY</u> of required documents, your application <u>will not</u> be considered for funding!

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:

- purpose of the project,

- primary activities,

- expected outcomes,

- the service area, and

- intended beneficiaries and subrecipients

This 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

- Have no less than 1-inch margins

- NOT exceed 25 pages. Pages should be numbered "1 of 25," "2 of 25," etc.

- Be submitted as an attachment in JustGrants.

Proposal Narrative Format

The following sections are part of the proposal narrative:

1. Description of the issue

2. Project design and implementation

3. Capabilities and competencies

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

QUICK TIP

Outline ALL the grant requirements and make a plan to fulfill each and EVERY REQUIREMENT.

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Project Sites - Proposal Narrative: Statement of the Problem

This section must:

- Describe the current problem with juveniles in detention and sexual assault.

- Describe gaps in services for juvenile survivors, and more specifically, the needs for juveniles in your target areas.

- Why does your organization want to participate in this initiative?

- Describe policies and practices in your area of work related to victim services and addressing the needs of sexual abuse victims, specifically those that address juvenile victims.

- Describe your experience with providing support services to juvenile victims of sexual abuse and/or rape crisis coalitions.

Project Sites - Proposal Narrative: Project Design and Implementation

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

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

- Focus on the future and setting a realistic timeline to complete the project.

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Project Sites - Proposal Narrative: Capabilities and Competencies

1. Describe your organization and your current capacity to deliver victim services to juvenile survivors in detention

2. Provide resumes of key staff and describe their experience.

3. Identify any staffing, resource, and capacity needs that your organization would have to fill to lead this project.

4. Provide letters of support.

5. Describe the strengths and weaknesses of your organization and identify potential challenges (e.g., resources, policy and system barriers, and training gaps).

Project Sites - Proposal Narrative: Plan for Collecting Data

When developing a data collection plan, you should begin with a thorough understanding of the questions on which OVC will ask you to report. Performance measures for OVC programs and other resources can be found on our website.

This section should include:

1. A plan for collecting all of the performance measures data required by this solicitation.

2. A description of the qualifications of the key staff who will be responsible for collecting data and reporting performance measures in JustGrants.

TA Provider - Proposal Narrative: Statement of the Problem

This section must:

- Describe the problem with juveniles experiencing sexual assault in detention.

- Describe how the problem has contributed to increased rates of suicide, mental health issues, and continued youth victimization across the Nation.

- Describe the current nationwide gaps in victim services for youth in detention.

- Describe the gaps in available training and technical assistance (TTA) to assist with these issues.

TA Provider - Proposal Narrative: Project Design and Implementation

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

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

- Focus on the future and setting a realistic timeline to complete the project.

TA Provider - Proposal Narrative: Capabilities and Competencies

1. The applicant must demonstrate that it has the expertise and organizational capacity to successfully undertake a project that involve significant challenges.

2. Describe your experience in developing and providing TTA to victim service organizations.

3. Describe the applicant organization's mission?

4. Describe the qualifications and experience of the proposed staff and consultants dedicated to the project. Please provide resumes.

TA Provider - Proposal Narrative: Plan for Collecting Data

When developing a data collection plan, you should begin with a thorough understanding of the questions on which OVC will ask you to report. Performance measures for OVC programs and other resources can be found on our website.

This section should include:

1. A plan for collecting all of the performance measures data required by this solicitation.

2. A description of the qualifications of the key staff who will be responsible for collecting data and reporting performance measures in JustGrants.

Budget Worksheet and Budget Narrative (Web-Based Form)

- 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.

- Address Priority 1B considerations, if applicable.

Create a **SMART** Budget

Be **SPECIFIC** when listing all your expenses

Under the computation column of the budget, make sure your costs are **MEASURABLE**

Ensure that your budget items are **ATTAINABLE**

If you put your timeline next to your budget, make sure each item is accounted for, then your budget should be **RELEVANT.**

Make sure your budget is **TIME-BOUND** and broken down year by year or month by month.

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 (if applicable)

- Research and Evaluation Independence and Integrity (if applicable)

- Documentation of Priority 1A Considerations (if applicable)

- Documentation of Priority 1B Considerations (if applicable)

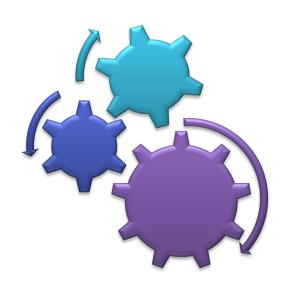- Disclosure of Lobbying Activities (SF-LLL)

- Applicant Disclosure of Duplication in Cost Items

- DOJ Certified Standard Assurance

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

- Applicant Disclosure and Justification—DOJ High-Risk Grantees (if applicable)

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

- Letter of Intent or MOU

- Logic Model

- Time-Task Plan

- Position Descriptions and Resumes

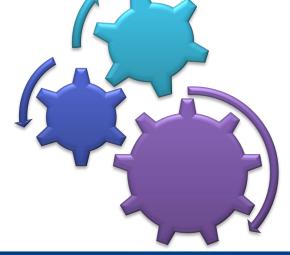# Hallmarks of an Outstanding Application

- Use simple and concise language.

- Ensure information is presentable and organized!

- Add tables, graphs, staff photos, and other images when possible while being mindful of grant guidelines.

- Be realistic about how you will achieve goals.

- Get feedback from those who may run the project!

- Make sure the proposal is consistent with the solicitation.

- Check, recheck, and check again—budget, grant requirements, references, and other grant details.

Common Reasons Cited for a Weak Application

- Too ambitious or lacks focus

- Applicant lacks appropriate expertise to carry out the proposed project

- No evidence of feasibility (do not assume reviewers are as familiar with the project as you are)

- Poor writing and a lot of errors

Application Process

Two Step Application Process

Submission into Grants.Gov

Due: May 26, 2022

Submission of the Full Application into JustGrants and Grants.gov

Due: June 2, 2022

Application Submission Overview

Applicants have two application submission deadlines:

1. Grants.gov (submitting the SF-424 and SF-LLL)
2. JustGrants

It's OK to enter preliminary budget or programmatic data in Grants. gov and update later in JustGrants.

A JustGrants submission should include all items as defined in the solicitation.

Step 1: Apply in Grants.gov

DOJ applications require you to complete two things:

1

The Funding Opportunity and Application Package on Grants.gov.

1) Select **Apply for Grants** under the Applicants column.
2) Enter your email address to be notified of any changes to the opportunity package before the closing date.
3) Click the Workspace icon to use Grants.gov.

2

The SF-424 and SF-LLL on Grants.gov.

Within 48 hours of SF-424 and SF-LLL submission, you should receive two notifications from Grants.gov.

1) Confirming the receipt of the SF-424 and SF-LLL.
2) Stating whether the SF-424 and SF-LLL were successfully validated and submitted or were rejected due to errors—with an explanation.

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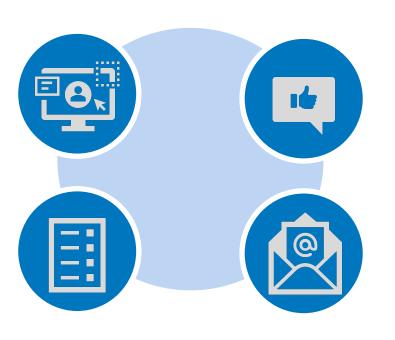
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Step 2: Apply in JustGrants

Applicants will then submit the **full application** including attachments in JustGrants at JustGrants.usdoj.gov.

Web-based Forms for Submission in JustGrants

There are certain web-based forms that must be submitted directly into the system.

- Proposal Abstract
- Solicitation-Specific Data submitted with the Application
- Goals, Objectives, Deliverables, and Timelines
- Budget Detail Form
- Application Disclosure of Duplication Cost Items

Pay attention to required sections. If a section is required and presents you with web-based entries, you cannot upload a document instead. You must use the format required in the application.

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What to Expect After Submitting an Application

The entity will be notified that they have received an award when all applications for the solicitation have been reviewed before September 30.

The system will notify:
- The Entity Administrator and Authorized Representative when the deadline for applications has changed.
- The Application Submitter, Entity Administrator, and Authorized Representative when the application is received in JustGrants from Grants.gov.
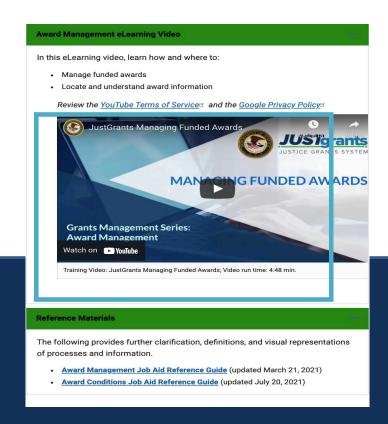- The Entity Administrator when the award notification has been sent.

The entity should check the system regularly so that any upcoming deadlines for submitting applications and documentation are addressed in a timely manner.
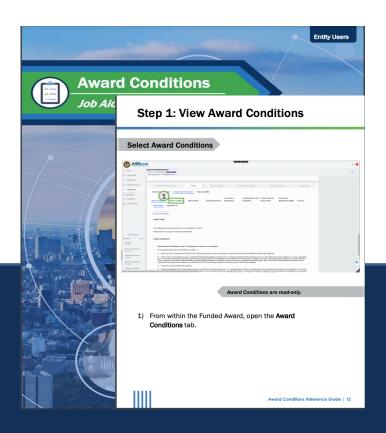
Once the application deadline passes in JustGrants, you may see a banner that says it is past due. If your status is "Submitted," your application has been received by DOJ and you can ignore the past due banner.

JustGrants Training Resources

Organized by Topics

Micro-learning videos

Job Aid Reference Guides

OJP Grants Application Resource Guide

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

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OVC Pre-Application Webinars

- Review OVC's previously held webinars:
  - *Part 1: Getting Ready to Apply*
  - *Part 2: Considerations When Building Your OVC Budget*
  - *Part 3: Preparing Your Proposal and What to Expect Next*
  - *Part 4: Overview of Upcoming Funding Opportunities in FY 2022*
- Review OVC's current funding opportunities.
- Sign up for News From OVC to stay up-to-date with the webinars schedule.

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: **Submit SF-424**, SF-LLL in Grants.gov by

May
26
11:59 p.m. ET

Part 2: **Submit Full Application** in JustGrants.gov by

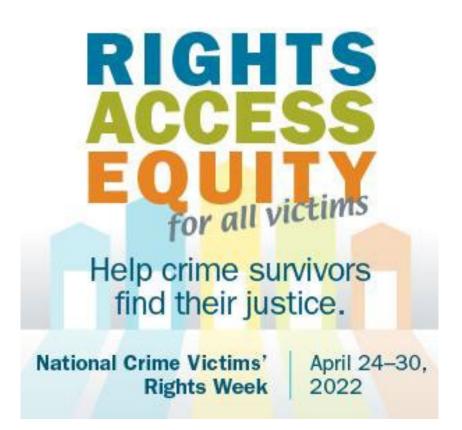**June**
2
8:59 p.m. ET

Sign Up And Stay Connected!

Sign up for updates on new funding opportunities and other OVC announcements at:
https://puborder.ncjrs.gov/Listservs/subscribe_newsfromovc.asp

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2022 National Crime Victims' Rights Week

Use the 2022 NCVRW artwork to help inspire your community and raise awareness of victims' rights. The 2022 NCVRW theme is ***Rights, access, equity for all victims.***

This year's theme underscores the importance of helping crime survivors find their justice by—
- enforcing victims' rights,
- expanding access to services, and
- ensuring equity and inclusion for all.

Go Social With OVC!

Like: https://www.facebook.com/OJPOVC

Follow: https://twitter.com/OJPOVC

Watch: www.youtube.com/user/OJPOVC

Questions?

To submit a question, use the Q&A Box and select All Panelists

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