

U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime



OVC FY 2022 Enhanced Collaborative Model Task Force to Combat Human Trafficking

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Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC) seeks applications to fund services for victims of all forms of human trafficking throughout the United States. This program furthers the DOJ's mission by enhancing the law enforcement and social services fields' response to victims of human trafficking.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants to prepare and submit applications to OJP for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OVC-2022-00008-PROD	Purpose Area 1: Development of New Human Trafficking Task Forces	18	\$750,000.00	10/1/22 12:00 AM	36
C-OVC-2022-00009-PROD	Purpose Area 2: Expansion of Established ECM Human Trafficking Task Forces	12	\$750,000.00	10/1/22 12:00 AM	36

Eligible Applicants:

City or township governments, County governments, Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, State governments, Other

Other

This solicitation requires each lead applicant to submit their entity's application separately into Just Grants (one

application submitted by an eligible lead law enforcement agency and one application submitted by an eligible lead victim service organization.) Please see the Application and Submission Information section for more specific guidance on coordination of application materials (some elements should be identical (i.e. program narrative) and some elements should be different (i.e., budgets.)

Purpose Area 2: Eligible applicants must be a previous recipient of an OJP Enhanced Collaborative Model (ECM) Task Force to Combat Human Trafficking award.

Purpose Area 1 and 2: OJP ECM recipients that received funding in fiscal years (FY) 2020 and 2021 are **ineligible** to apply under either Purpose Area in this solicitation.

For purposes of this solicitation, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

OVC will consider applications under which two or more entities would carry out the federal award; however, only one entity may be the applicant. Any others must be proposed as subrecipients (subgrantees). For additional information on subawards, see the [OJP Grant Application Resource Guide](#).

OVC may elect to fund applications submitted under this FY 2022 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

For technical assistance with submitting the Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov Customer Support](#), or support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time Monday-Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and Federal holidays.

For assistance with any other requirements of this solicitation, contact the OJP Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only), or by email at grants@ncjrs.gov. The OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., eastern time Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation closing date.

Submission Information

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at JustGrants.usdoj.gov. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OJP encourages applicants to review the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training.

Pre-Application Webinar

OVC will conduct one pre-application webinar during which OVC staff will review the solicitation requirements and conduct a question and answer session with interested potential applicants. Participation is optional. When the webinar has been scheduled, the details and registration information will be available at <https://ovc.ojp.gov/funding/funding-webinars>.

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

To enhance capacity to identify, assist, and provide services to all victims of human trafficking, the Office for Victims of Crime (OVC) leads the Nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice, access, and empowerment.

This solicitation's purpose is to support multidisciplinary, collaborative model task forces to combat human trafficking, as defined by the Trafficking Victims Protection Act (TVPA) of 2000 and its reauthorizations.

This program will provide funding for services to victims of human trafficking, as defined by 22 U.S.C. § 7102(11).

Statutory Authority

22 U.S.C. § 7105(b)(2) and 34 U.S.C. §20705

Specific Information

The purpose of the Enhanced Collaborative Model (ECM) Task Force to Combat Human Trafficking Program is to develop, expand, or strengthen a multidisciplinary approach to fight human trafficking. This collaborative approach must include victim and social service providers, law enforcement and prosecution personnel (local, state, and federal), survivors, and a range of other governmental and non-governmental partners that work together to provide a diverse set of appropriate services for trafficking victims. ECM task forces also train law enforcement and other stakeholders in how to identify victims of trafficking in persons and [related offenses](#), and conduct victim-centered and trauma-informed investigations to prosecute traffickers.

This program expects a co-leadership model approach, with shared decision making by both the lead law enforcement and the lead victim service provider applicants.

- **Purpose Area 1 – Development of New Human Trafficking Task Forces:** Task forces that are newly formed (formally operational less than 3 years) or have never received funding under the OJP ECM Task Force Program are eligible to apply.

Purpose Area 1 funding will help new task forces with critical first steps related to starting up a multidisciplinary task force and establishing a strong foundation of task force co-leadership structure, clear roles and responsibilities, and internal processes and protocols. Successful applicants will dedicate the first 12–18 months of funding to formalize task force structure, develop operational procedures, access professional development and training opportunities, deliver training to key stakeholders, and conduct a community assessment to identify potential areas of the community where sex and labor trafficking may be occurring.

- **Purpose Area 2 – Expansion of Established ECM Human Trafficking Task Forces:** Purpose Area 2 funding will help established ECM task forces that have been formally operational for a minimum of 3 years, can demonstrate clear task force co-leadership roles and structure, and have a history of successful identification of sex and labor trafficking victims and prosecution of traffickers. This funding will support expanded task force partnerships, refinement and implementation of existing and new protocols, meaningful survivor engagement, and efforts to implement a range of proactive approaches that are victim centered and trauma and survivor informed (see the glossary of OVC's [Model Standards for Serving Victims and Survivors of Crime](#) for definitions.)

Mandatory Program Requirements

1. Submit the policies, procedures, and rules governing the provision of services—including any protocols that govern task force operations that relate to investigations and prosecution—to OVC for review (post-award, as may be required by OVC).

2. Ensure organization policies and procedures follow applicable federal and state laws protecting the civil rights of program participants and staff (post-award).
3. Ensure that any staff, partner staff, or service providers working with trafficking victims are adequately licensed and trained to work with such victims, including by accessing OVC-supported training and technical assistance (TTA).
4. Ensure the task force coordinator and/or program director and one other key staff member from both the lead law enforcement agency and lead victim service provider attend an in-person or virtual OVC grantee orientation, and have relevant staff participate in OVC-sponsored training and technical assistance. (See **Budget** section for other travel requirements.)
5. Provide all grant-funded staff at least one session of training (to be delivered by individuals or organizations with demonstrable expertise) related to diversity, equity, inclusion, and/or accessibility, including meaningful language assistance, and tied to program goals and objectives annually.
6. Implement and commit to a range of proactive approaches for victim identification that are victim centered and trauma informed—to include service delivery, investigations, and prosecutions.

Enhancing Access to Services and Promoting Survivor Autonomy

OVC is committed to an approach to human trafficking that is trauma informed, victim centered, survivor informed, culturally competent, and evidence based. Definitions of key concepts are included below and more are available in the glossary of OVC's [Model Standards for Serving Victims and Survivors of Crime](#).

In line with these concepts and to enhance survivors' access to victim services, programs funded under this solicitation will engage in practices that remove barriers to receiving services and support survivor autonomy. This will increase victims' access to services by reducing certain requirements that may prohibit some individuals from engaging in services; promoting survivors' choice within service delivery; and protecting victim privacy and confidentiality.

Successful grantees will demonstrate their commitment to this approach by maintaining the following (Note: many of these requirements are mandated by federal civil rights laws, while others reflect OVC's policy direction to recipients to enhance access to services and promote survivor autonomy):

- procedures or policies that provide all survivors access to safe shelter, advocacy services, counseling, meaningful access to language assistance services, and other assistance without exclusions based on actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, involvement in commercial sex, income or lack of income, or the age and/or sex of their children. For those programs that by their design target a particular population (e.g., youth, gender specific), there should be procedures or policies in place to ensure access to comparable, qualified services for other survivors seeking support.
- procedures or policies that protect the confidentiality of information and privacy of persons receiving services.
- procedures or policies that do not require victims to take certain actions (e.g., receive counseling, report to law enforcement, commit to sobriety) to be eligible for, or to receive services. For youth-serving programs with justifiable mandatory requirements, a [shared decisionmaking model should be used to provide minors with agency in determining a course of action](#).
- project designs, products, services, and budgets that consider the unique needs of individuals with disabilities, limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.

Under the ECM co-leadership task force model, OVC defines—

- a **victim-centered approach** as one that places the crime victim's priorities, needs, and interest at the center of the work with the victim; providing nonjudgmental assistance, with an emphasis on client self-determination, where appropriate, and assisting victims in making informed choices; ensuring that restoring victims' feelings of safety and security are a priority and safeguarding against policies and practices that may inadvertently re-traumatize victims; ensuring that victims' rights, voices, and perspectives are incorporated when developing and implementing system- and community-based efforts that impact crime victims.
- a **trauma-informed approach** as assistance delivered with an understanding of the vulnerabilities and experiences of trauma survivors, including the prevalence of trauma and its physical, social, and emotional impact. A trauma-informed approach recognizes signs of trauma in staff, clients, and others and responds by integrating knowledge about trauma into policies, procedures, practices, and

- settings. Trauma-informed approaches place priority on restoring the survivor's feelings of safety, choice, and control. Programs, services, agencies, and communities can be trauma informed.
- a **survivor-informed approach** as a program, policy, intervention, or product that is designed, implemented, and evaluated with intentional leadership and input from victims/survivors to ensure that the program or product accurately represents the needs, interests, and perceptions of the target victim population.

The OVC ECM program defines a **proactive approach** as those strategies that go beyond traditional online and vice-style operations and involve more advanced investigative methods and criminal intelligence gathering and analysis. Proactive victim identification, investigative, and prosecution approaches involve in-depth pre-planning and active collaboration from victim service providers, prosecutors, and key multidisciplinary partners. Some examples of activities that would be considered proactive include leveraging existing data sources and criminal intelligence gathering and analysis to target investigative strategies based on the type of human trafficking crime; conducting concurrent financial investigations; reaching out to vulnerable populations; engaging in community-oriented and awareness activities; and conducting assessments of data on labor industries in the community, such as prior safety or labor/wage violations or visa abuses.

This ECM funding does not support efforts or operations that may be counter to a victim-centered and trauma-informed approach. For example, those approaches that do not align with the ECM model include those that target—

- the purchasers of commercial sex and fail to result in the identification of one or more actual victims of human trafficking *prior* to an operation OR otherwise fail to involve a connection to one or more actual trafficking victims.
- individuals engaged in commercial sex/"prostitution" for arrest as a means for identifying victims of trafficking. Such efforts may compromise victim safety by failing to properly screen for sex trafficking victimization, and may result in the arrest of victims of sex trafficking.

OVC will give priority consideration to applications from task forces that attest explicitly in their proposal narrative that ECM task force funds will—

- be used to take affirmative measures to avoid arresting, charging, or prosecuting victims of human trafficking for any offense (absent a public safety threat) that is the direct result of their victimization;
- not be used to require a victim of human trafficking to collaborate with law enforcement officers as a condition of access to any shelter or restorative services.

Ensuring Civil Rights

Federal laws prohibit recipients of funding administered by the OJP from discriminating in the delivery of services on the basis of age, race, color, national origin, religion, or disability. Applicable federal laws also prohibit recipients from discriminating on the basis of disability in their employment practices, and from discriminating against employees and beneficiaries on the basis of sex in funded education or training programs. Recipients are also obligated under federal civil rights laws to provide meaningful access to their programs and activities for persons with [limited English proficiency](#). Under certain circumstances, it may be permissible to limit services based on age. Please note that other federal, state, or local laws prohibiting discrimination may apply.

Information on Managing Human Trafficking Awards

For more information on implementation of OVC Human Trafficking awards, please consult the [OVC Human Trafficking Grantee FAQ document](#).

Goals, Objectives, Deliverables, and Timeline

Goal

The ECM program goal is to support a sustainable, multidisciplinary, co-leadership task force approach to identify victims of all forms of human trafficking, provide access to services, and investigate and prosecute traffickers at the local, state, tribal, and federal levels.

Objectives

1. Develop, sustain, and strengthen co-leadership structure and coordination of ECM task force partnerships and activities using the [Multidisciplinary Collaborative Model for Anti-Human Trafficking Task Forces: Development and Operations Roadmap](#) as a guide.
Developing a multidisciplinary anti-human trafficking task force is a process that requires significant time, attention, and intention. The Roadmap provides new and experienced ECM task forces with guidance across core elements of task force function and development.
2. Develop, implement, and revise a set of protocols to guide overall task force operations, which include both service delivery and investigative and prosecutorial activities. Please see the Deliverables section for core required ECM protocols for each Purpose Area.
3. Identify and serve victims of all types of human trafficking.
4. Implement victim-centered, trauma-informed, and collaborative approaches by developing and consistently implementing task force protocols and training.
5. Involve all task force partners in actively planning and executing a range of proactive approaches that include victim-centered and trauma-informed investigations and prosecutions.
6. Investigate, refer, and prosecute both sex and labor trafficking cases at the local, state, tribal, and federal levels. Applicants may view the [Prosecution Case Review tool](#) developed for multidisciplinary task forces.
7. Assist victims of sex trafficking and labor trafficking in achieving increased safety, independence, self-sufficiency, and well-being by providing appropriate services.
8. Collect data and conduct ongoing assessment activities to determine if the program is meeting its stated goals and objectives.

Deliverables

Purpose Area 1 task forces will be expected to conduct and complete the following:

1. Establish and formalize the task force leadership, membership, and structure to ensure broad membership and engagement with essential agencies and individuals, to include survivor leaders/advocates. **Within 12–18 months of award acceptance, the grantee will submit a Memorandum of Understanding (MOU) to OVC documenting the structure, personnel, and roles of task force members.**
2. Develop and expand collaborative partnerships among federal, state, local, and tribal law enforcement, prosecution, nongovernmental, labor, and regulatory agencies and system- and community-based service providers.
3. Identify a **full-time task force coordinator or director** to manage the day-to-day work of task force activities. The coordinator or director will manage partnership growth and sustainability and ensure completion of both the administrative and operational activities of the multidisciplinary task force. The coordinator or director may be supported from either the victim service provider agency or the law enforcement agency. Applicants may benefit from reviewing [this webinar](#) on the critical role of this position.
4. **Within the 12–18 months of award acceptance, conduct a data-driven community assessment**, factoring in the experiences of task force stakeholders, to identify areas within the community where vulnerabilities for trafficking exploitation may be occurring. OVC may request a written summary of the community assessment results.
5. **By the end of the second year, finalize and implement task force protocols** related to the following (at a minimum) ([sample protocol development checklists](#) are available):
 - ECM Task Force roles and responsibilities (for both law enforcement and service providers):
 - Handling of cases with large numbers of victims
 - Response to emergencies and after-hours referrals
 - Response to tips and incidents
 - Task force membership
 - Information sharing:
 - Working with the media and sharing information with the public
 - Data collection, sharing, analyzing, and joint reporting of data
 - Sharing of tips to and from law enforcement and services
 - Referrals to and from law enforcement and services
 - Confidentiality and informed consent

- Interactions with victims:
 - Use of culturally and linguistically appropriate victim-centered and trauma-informed approaches during investigations and service delivery (identifying, screening, and interviewing victims)
 - Victims' rights and protections including requests for Continued Presence (CP) or other documents needed to support immigration relief and coordination of services with victim assistance professionals in law enforcement or prosecutors' offices
 - Other:
 - Investigative and prosecutorial protocols
 - Training and outreach standards
 - [Survivor engagement](#)
6. **Jointly deliver targeted training and public awareness materials** about sex trafficking and labor trafficking that have a shared message. Task forces should leverage existing training resources created by OVC TTA providers, such as OVC's [Understanding Human Trafficking](#) series, the [Human Trafficking Outreach Toolkit](#), and those available on the [Anti-Human Trafficking Training and Technical Assistance web page](#). OVC's technical assistance providers will review and consult on the content of planned ECM task force trainings and awareness materials.
 7. Provide (directly and through partnerships) an array of services that victims of sex and labor trafficking require to address their individualized needs for safety, security, and healing. See Appendix A for the types of services that may be provided to trafficking victims under this award.
 8. Revise and implement the Plan for Conducting Proactive Approaches to Victim-Centered and Trauma-Informed Investigations and Prosecutions (see Attachment section.)
 9. **Develop a sustainability plan** for human trafficking task force operations.

Purpose Area 2 task forces will be expected to conduct and complete the following:

1. **Refine existing task force protocols** described below and based on task force growth and expansion, **conduct an assessment of gaps in shared protocols and develop new task force protocols to support task force operations**
 - Roles and responsibilities (for both law enforcement and service providers):
 - Handling of cases with large numbers of victims
 - Response to emergencies and after-hours referral
 - Response to tips and incidents
 - Task force membership
 - Information sharing including:
 - Confidentiality and informed consent
 - Referrals to and from law enforcement and services
 - Sharing tips to and from law enforcement and services
 - Data collection, sharing, analyzing and joint reporting of data
 - Working with the media and sharing information with the public
 - Interactions with victims:
 - Use of culturally and linguistically appropriate victim-centered and trauma-informed approaches during investigations and service delivery (identifying, screening, and interviewing victims)
 - Victims' rights and protections including requests for Continued Presence (CP) or other documents needed to support immigration relief, and coordination of services with victim assistance professionals in law enforcement or prosecutors' office
 - Other/New:
 - Investigative and prosecutorial protocols
 - Training and outreach standards
 - [Survivor engagement](#)
2. Strengthen and expand **collaborative partnerships** among federal, state, local, and tribal law enforcement, prosecution, nongovernmental, labor, and regulatory agencies and system- and community-based service providers.
Identify a **full-time task force coordinator or director** to manage the day-to-day work of task force activities. The coordinator will manage partnership growth and sustainability and ensure completion

of both the administrative and operational activities of the multidisciplinary task force. The coordinator may be supported from either the victim service provider agency or the law enforcement agency. Applicants may benefit from reviewing [this webinar](#) on the critical role of a task force coordinator.

4. Identify and conduct a range of proactive approaches for victim identification and prosecutions that go beyond online and vice-style operations.
5. Provide (directly and through partnerships) an array of services that victims of sex and labor trafficking require to address their individualized needs for safety, security, and healing. See Appendix A for the types of services that may be provided to trafficking victims under this award.
6. **Jointly deliver targeted training and public awareness materials** about sex trafficking and labor trafficking that have a shared message. Task forces should leverage existing training resources created by OVC TTA providers, such as OVC's [Understanding Human Trafficking](#) series, the [Human Trafficking Outreach Toolkit](#), and those available on the [Anti-Human Trafficking Training and Technical Assistance webpage](#). OVC's technical assistance providers will review and consult on the content of planned ECM task force trainings and awareness materials.
7. If requested and under the direction of OVC and OVC TTA providers, **provide peer support to newer task forces** by participating in a minimum of two webinars or presentations to highlight promising practices in human trafficking task force operations, investigations, and victim services.

To ensure effectiveness in achieving grant activities and deliverables, grantees will work closely with OVC and OVC's competitively selected TTA partners to participate in information sharing sessions, engage in peer-to-peer learning exchanges about promising and effective practices, and receive subject matter expertise that is relevant to investigating and prosecuting human trafficking cases as part of a high-functioning, multidisciplinary task force. These TTA activities will support task force grantees in improving their capacities by addressing the objectives and mandatory activities of effective task force operations and completing quality deliverables in a timely manner. OJP anticipates that the multidisciplinary task forces and related law enforcement and prosecution personnel will leverage TTA resources from a variety of federal agencies.

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the "Application and Submission Information" section.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

OJP Priority Areas

The Department of Justice is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

1. *Priority Considerations Supporting Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*
Consistent with this Executive Order, the term "underserved community" refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality. Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.

In support of Executive Order 13985, OJP will:

A. Give priority consideration to 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.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity, and/or contribute to greater access to services for underserved and historically marginalized populations.

B. Give priority consideration to 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. To receive this additional priority consideration, applicants must describe how being a culturally specific organization (or funding the culturally specific subrecipient organization(s)) will enhance their ability to implement the proposed project (s) and should also specify which culturally specific populations are intended or expected to be served or to have their needs addressed under the proposed project(s).

Culturally specific organizations are defined for purposes of this solicitation as private nonprofit or tribal organizations whose primary purpose as a whole is to provide culturally specific services to, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and/or Pacific Islanders.

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas is not a guarantee of an award.

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OVC-2022-00008-PROD	Purpose Area 1: Development of New Human Trafficking Task Forces	18	\$750,000.00	10/1/22 12:00 AM	36
C-OVC-2022-00009-PROD	Purpose Area 2: Expansion of Established ECM Human Trafficking Task Forces	12	\$750,000.00	10/1/22 12:00 AM	36

Awards, Amounts and Durations

Period of Performance Start Date
10/1/22 12:00 AM

Period of Performance Duration (Months)
36

Anticipated Total Amount to be Awarded Under Solicitation
\$22,500,000.00

Additional Information

OVC anticipates funding 15 task forces total with awards to 15 law enforcement agencies and 15 victim service provider applicants.

Continuation Funding Intent

OVC may, in certain cases, provide additional funding in future years to awards made under this solicitation through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and the award-funded work's progress, when making continuation award decisions.

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

Types of Awards

OVC expects to make awards under this solicitation as cooperative agreements, which provide for OJP to have substantial involvement in carrying out award activities. See the "Administrative, National Policy, and Other Legal Requirements" section of the [OJP Grant Application Resource Guide for additional information](#).

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Unallowable Costs

The following activities cannot be supported with grant funds:

Holding beds –Grantees may not "hold beds" in a housing facility by charging their cost to the grant and keeping them empty until a victim needs the bed, when other victims need access to the beds, as this would be considered an unallowable contingency payment (see C.F.R. 200.433 (c)).

Stipends/incentives to participate in services – Neither cash nor non-cash stipends or incentives may be paid to victims to encourage their participation in services. Nominal cash or non-cash stipends (e.g., taxi or ride-share vouchers; public transportation tickets or tokens; money to pay for childcare; or gift cards for meals that are necessary when participants receive services) are allowable.

Primary prevention activities– Per 22 U.S.C. § 7105(b)(2), the purpose of this funding is to support victim service programs: therefore, applicants should not propose primary prevention activities under this program.

Purchase/lease vehicles– Grantees may not purchase or lease vehicles, but vehicle rentals may be allowed with sufficient justification.

Cost Sharing or Matching Requirement

Pursuant to 22 U.S.C. § 7105(b)(2), awards under this solicitation are required to include a 25 percent **cash or in-kind match**. Federal funds awarded under this solicitation may not cover more than 75 percent of the total costs of the project being funded. An applicant must identify the source of the 25 percent nonfederal portion of the total project costs and how it will use match funds. If a successful applicant's proposed match exceeds the required match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit. ("Match" funds may be used only for purposes that would be allowable for the federal funds.) Recipients must satisfy this match requirement with cash or in-kind match. The formula for calculating match is:

$$\frac{\text{Federal Award Amount}}{\text{Federal Share Percentage}} = \text{Adjusted (Total) Project Costs}$$

Required Recipient's Share Percentage x Adjusted Project Cost = Required Match

Example: 75%/25% match requirement: for a federal award amount of \$350,000, calculate match as follows:

$$\frac{\$350,000}{75\%} = \$466,667 \quad 25\% \times \$466,667 = \$116,667 \text{ match}$$

See the [OJP Grant Application Resource Guide](#) for additional information on this match requirement. For step-by-step instructions for entering match amounts in the budget, see the [Budget Summary Match Guide](#).

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on the Limitation on Use of Award Funds for Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process, to be eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency's use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

For additional eligibility information, see the solicitation cover page.

For information on cost sharing or match requirements, see the "Federal Award Information" section.

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding (submitted separately by each lead applicant):

- Identical Proposal Abstracts
- Identical Proposal Narratives
- Identical Task Force MOUs
- Individualized, separate Budget Worksheets and Budget Narratives (web-based form)

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or is nonresponsive to the scope of the solicitation.

Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation (“funding opportunity”) **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the “Program is not covered by E.O. 12372.”)

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to add zip codes for areas affected by the project; confirm its Authorized Representative; and verify and confirm the organization’s unique entity identifier, legal name, and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the state and geographical service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. If you are requesting priority consideration, please indicate the priority area (A and/or B) you are applying under. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded.

The proposal abstract must include the following:

- Formal name of the human trafficking task force.
- Description of the state and geographical area where task force activities will be focused.
- Legal name of both the law enforcement applicant and victim service provider applicant.
- Amount of federal funding requested by the law enforcement applicant and the victim service provider applicant.
- The number of human trafficking investigations and prosecutions each year for the jurisdiction in the last 3 years.
- The number of trafficking victims served by the victim service provider and funded partners each year in the last 3 years.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 20 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, OVC may consider such noncompliance in peer review and in the final award decision.

The following sections must be included as part of the proposal narrative:

a. Statement of the Problem

This section must:

1. Identify the nature and scope of the problem that the program will address. Applicants must demonstrate the challenges of identifying, investigating, and prosecuting human trafficking within the targeted geographic area. Applicants should cite the source(s) of this data, which could include local, state, and federal data regarding investigations, prosecutions, and the number of individuals identified as victims of human trafficking in the proposed geographic area and data from victim service providers or other local stakeholders. Data should come from multiple sources and extend beyond national hotline data.
2. Describe previous or current attempts to respond to human trafficking in the geographic area, including a description of previous task force efforts, if any, and documentation of the number of trafficking victims served during the past 3 years within the targeted geographic area. At a minimum, applicants must identify the total number of victims they previously identified and served within the targeted geographic area, and the types of victims assisted (sex and/or labor trafficking victims).
3. Describe the communities to be served, including the geographic area, populations in the service area, and any groups that are vulnerable to human trafficking. Applicants should identify any relevant underserved communities in their geographic area using data to support (e.g., community data, census data, client data, etc.).
4. Describe current efforts to address the service needs of trafficking survivors in the geographic area, including programs funded through OVC, the Department of Health and Human Services (HHS), the Office on Violence Against Women, or with Victims of Crime Act (VOCA) state victim assistance funds. Explain how the proposed project is not duplicative and targets identified gaps.

b. Project Design and Implementation

The application must provide a clear link between the proposed activities and the need identified in the "Statement of the Problem" section above. [The [Multidisciplinary Collaborative Model for Anti-Human Trafficking Task Forces: Development and Operations Roadmap and the Human Trafficking Task Force e-Guide](#) serve as technical assistance resources for both new and established task forces and describe the core functions of a successful multidisciplinary task force.]

This section must:

1. Clearly state the goals and objectives of this project (should align with solicitation Goals, Objectives, and Deliverables.)
2. Describe task force membership, leadership, and structure (existing or planned); and identify representation from law enforcement, prosecutorial agencies, victim service providers, local regulatory agencies, and other related organizations. Describe a plan for regularly scheduled task force meetings. (Monthly meetings of task force leadership are recommended.) Describe any overlap or coordination with other nonfederally funded local-, regional-, or state-led human trafficking task forces or initiatives and how the OVC-funded ECM Task Force will be integrated or will receive support from these other efforts. See required Attachment for a Task Force Organizational Chart.
3. Describe how the task force coordinator or director will communicate and coordinate all task force activities with the law enforcement and victim service partner. **The individual or proposed position performing these responsibilities should be clearly indicated as "Task Force Coordination" within the budget (required to be a full-time position.)**
4. Identify which underserved communities, if any, will be targeted through the proposed project.
5. Identify specific services that will be provided with grant funds and by whom if not the applicant. Describe how the applicant will meet the individualized service needs of victims and support victim-informed decisions and autonomy within the delivery of services.
6. Include a timeline for all the tasks and activities to be completed.
7. Outline the plan for protocol development and implementation.
8. Describe how the applicant plans to ensure project activities are trauma informed and protect the safety and confidentiality needs of victims.
Describe how the applicant will coordinate with other OVC and federally and state-funded anti-

- trafficking programs to meet the comprehensive needs of trafficking victims.
10. Describe how victim safety and confidentiality will be ensured during victim identification, investigations, and service delivery.
 11. Describe plans for delivering training to task force partners to ensure that partners are prepared to identify and refer victims to appropriate services and investigate and prosecute cases with a victim-centered, survivor- and trauma-informed approach. Applicants should describe how they will leverage existing training, including OVC's foundational online training, *Understanding Human Trafficking*, for staff and partners. **Post-award, grantees will consult with OVC and OVC TTA providers regarding available content to inform training funded under this solicitation.**
 12. If the applicant is seeking priority consideration for Priority 1(A), it should address in this section how the proposed project(s) will promote racial equity and/or the removal of barriers to access and opportunity, and/or contribute to greater access to services for communities that have been historically underserved, marginalized, and adversely affected by inequality.

c. Capabilities and Competencies

This section must:

1. Demonstrate that the individuals and organizations identified have the capacity and training to implement project activities, including the expertise necessary to investigate and prosecute trafficking crimes, provide services to human trafficking victims, provide training to task force partners, and work collaboratively as a member of a multidisciplinary team.
2. Identify the key individuals and organizations involved in the proposed project.
3. Demonstrate that project staff have appropriate training and experience including the knowledge and expertise necessary to implement culturally responsive projects with the identified underserved communities, and document plans and position descriptions for staff to be hired.
4. Describe applicants' experience managing federal grants and document their administrative and financial capacity to manage federal grants. If the applicant has other grants for providing services to victims of human trafficking, the applicant must describe the scope of each of these grants and describe how activities and data collection on these projects will be tracked separately to avoid duplication.
5. If the applicant is seeking priority consideration under Priority 1(B), it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 30% of the project budget) will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

This section must include the following information:

1. A plan for collecting all of the performance measures data required by this solicitation.
2. A description of the qualifications of key staff who will be responsible for collecting data and reporting performance measures in JustGrants.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements.

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

To determine performance measure requirements for this solicitation, use the "Human Trafficking Performance Measures Map with Question Sets by Solicitation" document at <https://ovc.ojp.gov/funding/performance-measures/human-trafficking>. Locate the solicitation title and fiscal year to see assigned performance measure question sets. Examples of the performance measures questionnaires and related question sets, along with other reporting resources, can be found in the drop-down menu for victim service provider, task force, or training and technical assistance grantees.

OVC will require award recipients to submit performance measure data and performance reports in JustGrants. OVC will provide further guidance on the post-award submission process, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the “Note on Project Evaluations” section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the program’s goals, objectives, deliverables, and timelines in the JustGrants web-based form.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide](#) for additional information.

Funds awarded through this program are designed to support costs for key program activities: task force coordination; personnel and related travel for investigations and prosecutions; crime and intelligence analysis; direct victim services; training; community outreach; and ongoing data collection and program assessment.

The applicant should reflect the elements listed below in the Budget Worksheet and Narrative:

Victim Service Providers

Priority within the budget should reflect sufficient funding dedicated to the provision of services, either directly or through project partners. Specific services should be clearly outlined within the budget.

Law Enforcement Agencies

Personnel (positions funded 100 percent with overtime funds are discouraged) to support law enforcement investigations and prosecutions, to include analytical and intelligence functions that directly support human trafficking cases.

All Grantees

- Administrative costs: Administrative costs are costs related to the salary and fringe benefits of executive-level leadership and accounting/financial administration. Administrative costs must be reasonable and allocable
- Travel for required trainings: Applicants should budget to support staff travel to attend trainings related to human trafficking and/or multidisciplinary team operations (e.g., conflict resolution, strategic planning).
- Match: Applicants should include a description in the Budget Narrative as to cash or in-kind match that is included in the project budget.

As required by OVC, task force grantees should budget to send their task force coordinator, lead law enforcement representative, prosecutor, and lead victim service provider to **three** 2-day events (in person, virtual, or to be determined) over the 36-month project. The events may be determined by OVC and will involve cross-sector trainings covering topics and strategies related to multidisciplinary human trafficking task forces.

Other travel proposed related to professional development training will be considered, but will require prior approval from OVC and may require additional justification post-award.

If the applicant is seeking priority consideration under Priority B based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must be a minimum of 30% of award funding**.

The Budget Narrative must also describe how the activities that will be funded with the (minimum) 30% of award funding provided to the subrecipient **specifically relate to the priority consideration requested under Priority B** and described in the Capabilities and Competencies section of the application.

Indirect Cost Rate Agreement (if applicable)

The applicant will submit its indirect cost rate agreement by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for the link to the questionnaire and additional information.

Disclosure of Process Related to Executive Compensation

If applicable, applicants will submit a description of the process used to determine executive compensation by uploading the document and an attachment in JustGrants. See the “Application Attachments” section of the [OJP Grant Application Resource Guide](#) for information.

Additional Application Components

Task Force Organizational Chart: Applicants must submit an organizational chart that depicts how the task force is (or will be) structured and how it will integrate both sex and labor trafficking into overall task force operations and service delivery. The chart should outline key task force leadership (including individual name, title, and organization), any subcommittees, and if applicable, connection to any existing local, state, or regional human trafficking task force that may impact or overlap with the ECM task force’s identified target geographic area.

Letters of Intent (Purpose Area 1) and Task Force Memorandum of Understanding/Agreement (MOU/MOA) (Purpose Area 2)

Purpose Area 1 applicants must submit Letter(s) of Intent (LOI) signed by the following individuals:

- The head of the applicant law enforcement agency.
- The head of the applicant victim service organization.
- A representative of at least one federal law enforcement agency—Homeland Security Investigations (HSI) or the FBI—with jurisdiction over the proposed geographic region of the task force.

The LOI must demonstrate a commitment to active engagement and substantive participation in task force activities, if the application is funded. The LOI can be submitted jointly or separately.

If the proposed geographic area of the task force includes tribal lands, applicants should also submit an LOI from a tribal law enforcement agency, including Bureau of Indian Affairs (BIA) direct service law enforcement, BIA contract law enforcement, tribal law enforcement, or another applicable law enforcement agency with jurisdiction within tribal land.

Successful Purpose Area 1 applicants will have 12–18 months from the date that they accept the award to develop a task force MOU deliverable (as described in the Deliverables section and below.)

Purpose Area 2 applicants must submit a task force MOU or MOA that articulates the specific roles and responsibilities of each partner and the level of involvement each agency will have in the overall task force operations. At a minimum, the MOU should include the following information:

Task force name.

1. Purpose and commitment to the task force vision, mission, and objectives.
2. Roles and responsibilities of the law enforcement and victim service partners with regard to core functions of task force co-leadership and task force administration.
3. Proposed time period for the collaborative work (3 years, beginning October 1, 2022, through September 30, 2025).

4. Signatures from:

- The lead law enforcement agency.
- The lead victim service provider.
- Federal law enforcement representation, preferably both FBI and HSI. Participation of both HSI and the FBI has been identified as a promising practice of the most successful OJP-funded task forces. If the proposed geographic area of the task force includes tribal lands, the MOU should also include a signature from tribal law enforcement, including BIA direct service law enforcement, BIA contract law enforcement, tribal law enforcement, or another applicable law enforcement agency with jurisdiction within tribal land.

Purpose Area 2 applicants should anticipate that if they fail to submit an MOU, submit an MOU that does not include signatures from all of the required partners, or submit an MOU that does not meet all of the required elements, it will have negative implications during the peer review process. Should a decision be made to make an award, it may result in the inclusion of award conditions that preclude the law enforcement grantee and the victim service provider grantee from accessing or using award funds, pending submission and acceptance of a fully executed Task Force MOU.

All applicants are encouraged to seek an MOU signature from the United States Attorney's Office (USAO) that has jurisdiction over the geographic region covered by the task force.

Plans to Implement a Range of Proactive Approaches to Include Victim-Centered and Survivor- and Trauma-Informed Investigations and Prosecutions

This attachment should not exceed 10 pages and must include the following:

- A statement that the lead law enforcement applicant and the lead victim service provider applicant both provided input and concur with this plan.
- The organizational unit from which investigative or prosecutorial efforts are/will be based.
- A description of the staffing plan.
- A description of how the lead law enforcement agency and lead victim service provider will work collaboratively with all task force members (other service providers, other law enforcement or regulatory agencies, survivors, etc.) in conducting victim-centered investigations.
- A description of the various investigative and outreach strategies that the law enforcement agency and service provider does or will employ to investigate all forms of trafficking.
- An explanation of how other federal, state, local, and tribal law enforcement human trafficking investigations and prosecutions are or will be coordinated.
- A description of how tips related to crimes of human trafficking are or will be investigated.
- A description of how victims of trafficking involved in investigations are or will be identified by law enforcement and referred for services.
- If applicable, a description of any existing protocols that address identifying victims, interviewing victims, and notifying victims of their rights as crime victims.
- A description of how victim confidentiality is or will be maintained by the law enforcement agency.

An award condition will be added to successful applicants' award package indicating that this plan will be reviewed and approved by OVC before the applicant will be able to access a portion of its grant funds.

Curriculum Vitae or Resumes

Position descriptions and resumes for key positions should be tailored to the applicant to demonstrate the qualifications of staff involved in the project.

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will submit documentation of its research and evaluation independence and integrity by uploading it as an attachment in JustGrants. For additional information, see the [OJP Grant](#)

[Application Resource Guide](#).

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure of Duplication in Cost Items

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

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

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

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

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

How to Apply

Step 1: The applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants in [JustGrants.usdoj.gov](#).

For additional information, see the “How to Apply” section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by 11:59 p.m. eastern time on June 9, 2022.

The **full application** must be submitted in JustGrants by 8:59 p.m. eastern time on June 16, 2022.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline, must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

An applicant experiencing technical difficulties with the following systems must contact the associated support desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov - contact the [Grants.gov Customer Support Hotline](#)
- SAM.gov - contact the [SAM Help Desk \(Federal Service Desk\)](#)
- JustGrants - contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833-872-5175

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact the OJP Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced;
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond)
- Include an attachment(s) of the complete grant application and all required documentation and material; and
- Include the applicant's Unique Entity Identifier (UEI) and any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Criteria

Merit Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers on how the proposed project/program addresses the following criteria:

1. Statement of the Problem (15%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (40%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (20%) - evaluate the administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (10%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (10%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).
Letters of Intent and MOUs From Project Partners (5%) - evaluate relevance of partners included,

that roles are clearly defined, and that the letters of intent or MOUs have the required signatures.

Other Review Criteria/Factors

Other important considerations for OVC include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned), available funding, past performance, and the extent to which the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet the basic minimum requirements, will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and OVC recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology

security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the “Program Description” section, all award recipients under this solicitation will be required to submit certain reports and data.

Required reports. Award recipients typically must submit quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measure data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see the solicitation cover page.

For contact information for Grants.gov, see the solicitation cover page.

For contact information for JustGrants, see the solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the [OJP Grant Application Resource Guide](#) for information on the Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Performance Measures

To determine performance measure requirements for this solicitation, use the “Human Trafficking Performance Measures Map with Question Sets by Solicitation” document at <https://ovc.ojp.gov/funding/performance-measures/human-trafficking>. Locate the solicitation title and fiscal year to see assigned performance measure question sets. Examples of the performance measures questionnaires and related question sets, along with other reporting resources, can be found in the drop-down menu for victim service provider, task force, or training and technical assistance grantees.

OVC will require award recipients to submit performance measure data and performance reports in JustGrants. OVC will provide further guidance on the post-award submission process, if selected for award.

Appendix A: Types of Victim Services That OVC Funds

Type of Service	Service Provision Terms
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Information and Referral	<ul style="list-style-type: none"> ■ Information about the criminal justice process ■ Information about victim rights, how to obtain notifications, etc. ■ Referral to other victim service programs ■ Referral to other services, supports, and resources ■ Information about substance abuse treatment and support ■ Referral to substance abuse treatment and support
Personal Advocacy/Accompaniment	<ul style="list-style-type: none"> ■ Victim advocacy/accompaniment to emergency medical care or forensic exam ■ Law enforcement interview advocacy/accompaniment ■ Individual advocacy (e.g., assistance in applying for public benefits or other low-cost alternatives) ■ Performance of medical or nonmedical forensic exam or interview, or medical evidence collection ■ Advocacy for immigration assistance ■ Intervention with employer, creditor, landlord, or academic institution ■ Child or dependent care assistance ■ Transportation assistance ■ Interpreter and translation services ■ Family reunification
Emotional Support, Safety, and Health Services	<ul style="list-style-type: none"> ■ Crisis Intervention ■ Hotline/Crisis line counseling ■ On-scene crisis response ■ Individual therapy/mental health services ■ Support groups ■ Other therapy (e.g., traditional, cultural, or alternative healing) ■ Emergency financial assistance ■ Provision of emergency medical care ■ Provision of long-term, non-therapeutic medical care ■ Substance abuse services ■ Protection/Safety planning ■ Case management
Shelter/Housing Services	<ul style="list-style-type: none"> ■ Emergency shelter or placement ■ Transitional housing ■ Relocation assistance ■ Rapid rehousing ■ Rental assistance ■ Host homes ■ Other shelter/housing
Criminal/Civil Justice System Assistance	<ul style="list-style-type: none"> ■ Notification of criminal justice events ■ Victim impact statement assistance ■ Assistance with restitution ■ Civil legal assistance ■ Legal support with immigration assistance ■ Law enforcement or Prosecution interview advocacy/accompaniment ■ Repatriation ■ Public benefits law ■ Criminal record relief ■ Victim's rights representation

Education/Employment/Life skills

- Education
- Job/Vocational training
- Job readiness/employment services
- Skill building (e.g., "life skills")
- Supported employment

Application Checklist

OVC FY 2022 Enhanced Collaborative Model Task Force to Combat Human Trafficking

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's [System Award Management \(SAM\) Registration Information](#) (see [OJP Grant Application Resource Guide](#))

To register in Grants.gov:

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application Resource Guide](#))

To find the funding opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing, or keyword(s)
- Select the correct Competition ID
- Access the funding opportunity and application package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm](#) (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the "[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards](#)" in the [OJP Funding Resource Center](#)

Review Scope Requirement:

- The federal amount requested is within the allowable limit(s):
 - Under Purpose Area 1: up to \$750,000 per lead applicant (\$1.5 million per task force)
 - Under Purpose Area 2: up to \$750,000 per lead applicant (\$1.5 million per task force)

Review Eligibility Requirement:

- The following entities are eligible to apply:
 - State governments
 - City or township governments
 - County governments
 - Native American tribal governments (federally recognized)
 - Native American tribal organizations (other than federally recognized tribal governments)
 - Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

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**Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)**

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
  - Complete Standard Applicant Information (SF-424 information from Grants.gov)
  - Submit the **SF-424** and **SF-LLL** in Grants.gov

*After the SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:*

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

*If no Grants.gov receipt validation, or if error notifications are received:*

- Contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov customer support](#), or [support@grants.gov](mailto:support@grants.gov) regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

*Receive email notification to complete application in JustGrants*

- Proceed to complete application in JustGrants

### **Content of Application Submission: Critical Application Elements**

The following items are critical application elements required to pass the basic minimum requirements review. If OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

- Identical Proposal Abstracts
- Identical Program Narratives
- Individualized Budget Worksheet and Budget Narrative (web-based Form)
- Letters of Intent and/or Memorandum of Understanding

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Budget and Associated Documentation:

- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation (see [OJP Grant Application Resource Guide](#))

Additional Application Components:

- Task Force Organizational Chart
- Letters of Intent or Memoranda of Understanding (MOUs)
- Plans to Implement a Range of Proactive Approaches
- Position Descriptions and Resumes
- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))

Disclosures and Assurances:

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (see [OJP Grant Application Resource Guide](#))
- DOJ Certified Standard Assurances (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission, validation, or if error notifications are received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties