

# OVC FY 2022 Field-Generated Solicitation: Increasing Options and Expanding Access for Victims of Crime

Assistance Listing Number: 16.035

Grants.gov Opportunity Number: O-OVC-2022-171321  
May 31, 2022

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



# Presenter



**Silvia Torres**

Victim Justice Program Specialist  
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



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



# OVC Overview

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





# Eligibility

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

*Eligibility*

*Criteria*



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



# Timeline

- ❑ Grants.gov deadline: **Tuesday, June 28, 2022**
- ❑ JustGrants deadline: **Tuesday, July 5, 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.**



# Program Description

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This program supports activities proposed by the field related to **expanding accessibility** and **increasing service options** for victims of crime who are **underserved** or who are part of an **underserved community**.



# Specific Information

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- Generate proposals that reflect the authentic needs and challenges of the victim services field in responding to the current realities of crime victimization in the United States and its territories.
- Fund innovative approaches that do not easily fit within the criteria of other OVC solicitations.





# Areas of Interest

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- Service interventions that address victims of crime – particularly for specialized services.
- Innovative approaches for culturally relevant and culturally specific services.
- Subaward programs for smaller community-based programs that specialize in culturally specific services.
- Demonstration programs that test approaches to increasing service options or expanding access borrowed from other disciplines.
- Training or technical assistance models that can potentially reach unprecedented numbers of service providers.
- Innovative methods of information delivery and notification services for victims of crime.
- Co-response approaches that partner service providers and public safety personnel in response to particular crimes, disturbances, or calls for service.

# Goals



Identify and address challenges or gaps in victim service provision and access.

Propose innovative, cost-effective, and pragmatic solutions.

# Objectives



1. Conduct a wide-ranging survey or needs assessment, if data and research supporting the need to be addressed is not included in application.
2. Perform a review of all existing services or programs for the problem intended to be addressed.
3. Conduct action research evaluation.
4. Appoint an advisory group —to review and comment on all program materials.
5. Create a program, practice, or tool to be implemented under the award period.
6. Submit a final report to document the development strategy, implementation process, and the impact/results/outcome of the project.



# 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.**



# Federal Award Information

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|  |             |
|--|-------------|
| Maximum number of awards OVC expects to make:  | 3 Awards    |
| Maximum dollar amount for each award:          | \$750,000   |
| Total amount to be awarded under solicitation: | \$2,250,000 |
| Period of Performance start date:              | 10/01/2022  |
| Period of Performance duration:                | 36 Months   |



# Types of Awards

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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 (15%)
  - Project Design and Implementation (40%)
  - Capabilities and Competencies (25%)
  - Plan for Collecting the Data for this Solicitation's Performance Measures (10%)
- **Budget Worksheet and Budget Narrative (web-based form) (10%)**



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

# Proposal Narrative:



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

# 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 **should be included** 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
- Tribal Authorizing Resolution (if applicable)
- Research and Evaluation Independence and Integrity (if applicable)
- Documentation of DOJ Priority Areas (if applicable)
- Request and Justification for Employee Compensation; Waiver (if applicable)
- Disclosure of Lobbying Activities (SF-LLL)
- Applicant Disclosure of Duplication in Cost Items
- DOJ Certified Standard Assurances
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Applicant Disclosure and Justification—DOJ High-Risk Grantees (if applicable)

# Application Process

# Two Step Application Process



Submission into Grants.Gov  
Due: **June 28, 2022**

Submission of the Full Application  
into JustGrants and Grants.gov  
Due: **July 5, 2022**



# Important Dates

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Part 1: **Submit SF-424, SF-LLL** in Grants.gov by



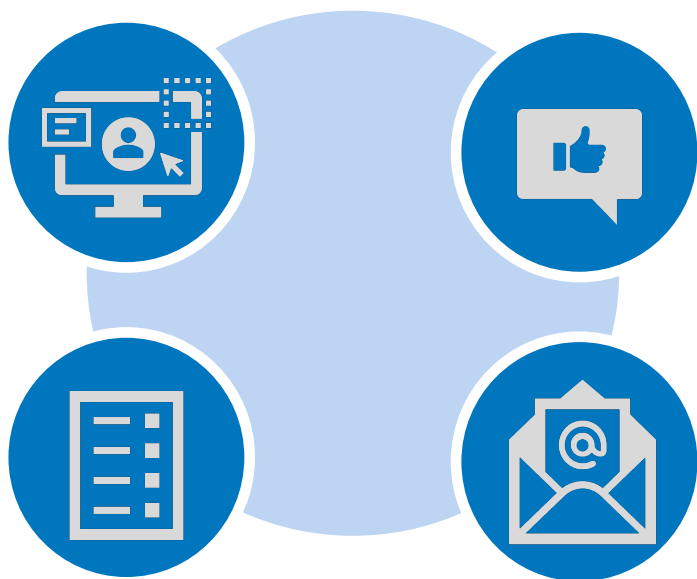
Part 2: **Submit Full Application** in JustGrants.gov by





# 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.

# 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

The screenshot shows the JustGrants website navigation menu. The 'Training' dropdown menu is open, listing various topics: Training, Entity Management, Entity User Experience, Application Submission, Grant Award Acceptance, Award Management, Grant Award Modifications, Financial Reporting, Performance Reporting, Monitoring, Closeout, and Virtual Q&A Sessions. Below the menu, a paragraph states: 'The Department of Justice (DOJ) grant making components—the Office, the Office of Justice Programs (OJP), and the Office on to serve as a resource hub for their grants management system of which launched on October 15, 2020.'

Organized by Topics

The screenshot shows an eLearning video player titled 'Award Management eLearning Video'. It contains the following text: 'In this eLearning video, learn how and where to:'. A bulleted list follows: '• Manage funded awards' and '• Locate and understand award information'. Below the list, it says 'Review the [YouTube Terms of Service](#) and the [Google Privacy Policy](#)'. A video player is embedded with the title 'JustGrants Managing Funded Awards' and 'Grants Management Series: Award Management'. Below the video, it says 'Watch on YouTube' and 'Training Video: JustGrants Managing Funded Awards; Video run time: 4:48 min.'. At the bottom, there is a 'Reference Materials' section with the text: 'The following provides further clarification, definitions, and visual representations of processes and information.' and a bulleted list: '• [Award Management Job Aid Reference Guide](#) (updated March 21, 2021)' and '• [Award Conditions Job Aid Reference Guide](#) (updated July 20, 2021)'. The page also has a 'Entity Users' label in the top right corner.

Micro-learning videos

The screenshot shows a Job Aid Reference Guide for 'Award Conditions'. The title is 'Award Conditions Job Aid Reference Guide'. The main heading is 'Step 1: View Award Conditions'. Below this, there is a 'Select Award Conditions' section with a screenshot of the JustGrants system interface. The interface shows a table with columns for 'Award ID', 'Award Title', 'Award Number', 'Award Status', 'Award Type', 'Award Category', 'Award Subcategory', 'Award Start Date', 'Award End Date', 'Award Budget', 'Award Funding', 'Award Source', 'Award Agency', 'Award Office', 'Award Contact', 'Award Email', 'Award Phone', 'Award Fax', 'Award Address', 'Award City', 'Award State', 'Award Zip', 'Award Country', 'Award Currency', 'Award Units', 'Award Quantity', 'Award Unit Price', 'Award Total Price', 'Award Description', 'Award Notes', 'Award Attachments', 'Award Comments', 'Award History', 'Award Audit', 'Award Compliance', 'Award Reporting', 'Award Monitoring', 'Award Evaluation', 'Award Feedback', 'Award Support', 'Award Help', 'Award Contact Us', 'Award Privacy Policy', 'Award Terms of Service', 'Award Disclaimer', 'Award Waiver', 'Award Release', 'Award Indemnification', 'Award Insurance', 'Award Bond', 'Award License', 'Award Patent', 'Award Trademark', 'Award Copyright', 'Award Intellectual Property', 'Award Confidentiality', 'Award Non-Disclosure', 'Award Non-Solicitation', 'Award Non-Compete', 'Award Non-Interference', 'Award Non-Disparagement', 'Award Non-Defamation', 'Award Non-Insult', 'Award Non-Abuse', 'Award Non-Harassment', 'Award Non-Stalking', 'Award Non-Intimidation', 'Award Non-Threat', 'Award Non-Extortion', 'Award Non-Racketeering', 'Award Non-RICO', 'Award Non-Fraud', 'Award Non-Embezzlement', 'Award Non-Theft', 'Award Non-Conversion', 'Award Non-False Information', 'Award Non-Identity Theft', 'Award Non-Child Abuse', 'Award Non-Elder Abuse', 'Award Non-Animal Abuse', 'Award Non-Plant Abuse', 'Award Non-Firearm Abuse', 'Award Non-Explosive Abuse', 'Award Non-Narcotic Abuse', 'Award Non-Alcohol Abuse', 'Award Non-Tobacco Abuse', 'Award Non-Gambling Abuse', 'Award Non-Lottery Abuse', 'Award Non-Casino Abuse', 'Award Non-Racing Abuse', 'Award Non-Parliamentary Gaming Abuse', 'Award Non-Professional Gambling Abuse', 'Award Non-Sports Betting Abuse', 'Award Non-Online Gaming Abuse', 'Award Non-Video Gaming Abuse', 'Award Non-Interactive Gaming Abuse', 'Award Non-Real Money Gaming Abuse', 'Award Non-Social Gaming Abuse', 'Award Non-Virtual Reality Gaming Abuse', 'Award Non-Augmented Reality Gaming Abuse', 'Award Non-Mixed Reality Gaming Abuse', 'Award Non-Extended Reality Gaming Abuse', 'Award Non-Immersive Reality Gaming Abuse', 'Award Non-Virtual World Gaming Abuse', 'Award Non-Metaverse Gaming Abuse', 'Award Non-Digital World Gaming Abuse', 'Award Non-Online World Gaming Abuse', 'Award Non-Virtual World Gaming Abuse', 'Award Non-Metaverse Gaming Abuse', 'Award Non-Digital World Gaming Abuse', 'Award Non-Online World Gaming Abuse'. Below the table, there is a note: 'Award Conditions are read-only.' and a numbered list: '1) From within the Funded Award, open the Award Conditions tab.' The page number 'Award Conditions Reference Guide | 12' is visible in the bottom right corner.

Job Aid Reference Guides

# OJP Grants Application Resource Guide



The screenshot shows the top portion of the OJP website. The header is dark blue with the OJP seal on the left, the text "U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS" in the center, and navigation links "Contact Us | Careers | Subscribe |" on the right. Below the header is a search bar with a yellow search button. A light gray navigation bar contains links for "Home", "About Us", "News Center", "Grants/Funding" (which is underlined), "For Congress", "Resources", "Topics", "Training", and "Data". Below the navigation bar is a breadcrumb trail: "Home / Grants/Funding / Applicant Resources". The main content area is a large dark blue rectangle with the text "OJP Grant Application Resource Guide" in white.

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



# 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](http://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 SF-424 and SF-LLL into  
Grants.Gov: 800-518-4726, 606-545-5035 | [support@grants.gov](mailto:support@grants.gov)



Technical Assistance Submitting the FULL APPLICATION into  
JustGrants: 833-872-5175 | [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)



Technical Assistance with Programmatic Requirements contact the  
OJP Response Center: 800-851-3420 | [grants@ncjrs.gov](mailto:grants@ncjrs.gov)

# Sign Up And Stay Connected!



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Sign up for updates on new funding opportunities and other OVC announcements at:

[https://puborder.ncjrs.gov/Listservs/subscribe\\_newsfromovc.asp](https://puborder.ncjrs.gov/Listservs/subscribe_newsfromovc.asp)

# Go Social With OVC!

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**Follow:** <https://twitter.com/OJPOVC>



**Watch:** [www.youtube.com/user/OJPOVC](http://www.youtube.com/user/OJPOVC)

# Questions?

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To submit a question, use the [Q&A Box](#) and select [All Panelists](#)