Presenter

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Webinar Outline

1. OVC Overview and Mission

2. Breakdown of the solicitation

   - Project Purpose, Goal, and Objectives

   - Eligibility

   - Application and Award Timelines

   - Required Documents

3. Application Process
4. Questions and Answers

QUICK TIP

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

OVC Overview

Mission: OVC is committed to enhancing the Nation's capacity to assist crime victims and to providing leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime.

OVC funding supports:

- victims in tribal communities;

- state victim compensation and assistance programs;

- training and technical assistance and information resources;

- victims of international terrorism and mass violence;

- federal agencies' provision of victim services;

- survivors of human trafficking; and

- demonstration and service projects.

Timeline

- Grants.gov deadline: **Wednesday, June 29, 2022**

- JustGrants deadline: **Wednesday, July 6, 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.

Categories

| Competition ID	Category	Number of Awards	Dollar Amount for Awards	Performance Start Date	Performance Duration (Months)
C-OVC-2022-00024-PROD	Category 1: Direct Services	10	$400,000	10/1/2022	24
C-OVC-2022-00025-PROD	Category 2: Training and Technical Assistance	1	$1,000,000	10/1/2022	24

Eligibility

Category 1:
- City or township governments
- County governments
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Colleges and universities (including tribal institutions of higher education)
- 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

Category 2:
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Colleges and universities (including tribal institutions of higher education)
- 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

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

Program Description

This program is designed to remove barriers that may prevent individuals from reporting crimes and accessing supportive services when they are harmed by improving and expanding the availability of accessible victim-centered, trauma-informed services for crime victims who are disabled, Deaf, hard-of-hearing, limited English proficient (LEP), blind and/or visually impaired. OVC will use this solicitation to fund accessible direct services for these victims, provide dedicated training and technical assistance (TTA) to assist victim-serving organizations with the development and implementation of accessibility plans, and identify innovative approaches to serving these victims for replication within the field.

Specific Information

Crime victims who are disabled, LEP, Deaf, hard-of-hearing, and blind and/or visually impaired often experience barriers that prevent them from accessing critical services when they are impacted by crime. The inability to report crime and receive services due to accessibility barriers can isolate these victims and intensify their fear and distrust of the criminal justice system. Being a victim of crime with unaddressed needs can lead to long-term physical, emotional, social, and financial problems for survivors.

Survivors are more inclined to seek services from organizations operating within their community that understand and are skilled at addressing the challenges they face. Crime victims who are disabled, Deaf, hard-of-hearing, limited English proficient (LEP), blind and/or visually impaired present unique accessibility needs and likely have relationships with trusted organizations known for their accessibility work. The criminal justice and victim services systems need to develop new partnerships to ensure all victims of crime can access appropriate services.

Goal

The goal of this program is to increase the availability of accessible victim-centered, trauma-informed victim services in the field.

Category 1: Objectives

The goals and objectives for Category 1 include:

1. Deliver culturally relevant services to disabled, LEP, Deaf, hard-of-hearing, and blind and/or visually impaired crime victims.
2. Develop and implement disability and language access plans to address the needs of crime victims, with a particular focus on victims who are disabled, blind, visually impaired, LEP, Deaf, and/or hard-of-hearing.
3. Work with the TTA provider funded under Category 2 to train staff and community partners on best practices to serve these victims.
4. Conduct data collection and evaluation or action research activities to measure grant performance and generate internal improvements in the delivery of direct services.

Category 1: Direct Services

➢ Priority will be placed on organizations with a history of serving crime victims and that propose to expand and increase access to services for crime victims within the disabled, Deaf, hard of hearing, LEP, and blind and/or visually impaired communities.

➢ Grantees funded under this project will work to strengthen referral networks and collaboration between community-based organizations, law enforcement, and other public agencies for the purpose of improving the community response to crime victims, particularly those victims from the communities identified in this solicitation.

➢ Up to 20 percent of funds may also be used to build the capacity of staff and community partners to provide accessible direct services to victims.

Category 1: Deliverables

Category 1 deliverables include:

- Accessibility plans that outline how the organization will provide victim-centered, culturally relevant, and trauma-informed services for disabled, LEP, Deaf, hard-of-hearing, blind, and visually impaired crime victims.
- Quarterly financial reports and semiannual progress reports in compliance with DOJ grant requirements.
- Participation in conferences and meetings hosted by the TTA provider, OVC, and other partners, as requested by OVC.
- A final report that describes how the grantee implemented its project, including identification of project partners, areas of success, and lessons learned from program data collection and evaluation efforts or action research activities.

Category 2: Objectives

The goals and objectives for Category 2 include:

1. Expand the capacity of the field to address the accessibility and service needs of all crime victims, particularly those from disabled, LEP, Deaf, hard-of-hearing, blind, and visually impaired communities.

2. Identify promising practices and disseminate resources and lessons learned from this project to the victim services field and allied professionals.

3. Promote the OVC-funded Supporting Crime Victims with Disabilities Online Training Toolkit.

Category 2: Training & Technical Assistance

The TTA provider selected will deliver an array of TTA resources and guidance that support the direct service grantees and the overall initiative. The TTA resources and support could include, but are not limited to:

1. Providing diverse subject-matter expertise and innovative assistance to the direct service grantees to ensure they develop solid accessibility plans to support crime victims, achieve their individual goals and objectives, and sustain their efforts.
2. Working with the direct service sites to engage partners and strengthen their project plans.
3. Identifying and providing TTA that is comprehensive, coordinated, culturally relevant, and trauma-informed to reach and assist victims from disabled, LEP, Deaf, hard-of-hearing, blind, and visually impaired communities.
4. Facilitating peer learning exchanges among the direct service grantees and other organizations engaged in similar work to promote problem-solving and innovation through the exchange of ideas and information.

Category 2: Activities

The TTA provider will engage in the following activities to meet the program goals and objectives:

- Identify a project lead and expert consultants to provide ongoing support for the demonstration sites.
- Develop a plan for the comprehensive delivery of TTA to the direct service sites, including plans to provide site-specific support, using a variety of delivery methods.
- Develop a marketing plan for the Supporting Crime Victims with Disabilities Online Training Toolkit.
- Provide training at national conferences, including training for VOCA Victim Assistance and Compensation Administrators, to help raise awareness of promising practices in the delivery of services within disabled, LEP, Deaf, hard-of-hearing, and blind and/or visually impaired communities.
- Perform all logistics to support TTA activities and events.
- Evaluate the effectiveness of the training and technical assistance provided.
- Develop online resources, tools, and other products to help improve the capacity of victim service providers to provide accessible services.
- Share emerging information about the initiative with the field through webinars, conference workshops, blogs, and other online/virtual communication methods.
- Provide OVC with regular updates on progress of participating sites' efforts to develop and implement their accessibility plans.

Category 2: Deliverables

Category 2 deliverables include:

- An array of TTA resources and guidance that support the direct service grantees and the overall initiative.
- A comprehensive marketing plan to promote the OVC-funded [Supporting Crime Victims with Disabilities Online Training Toolkit](#).
- Provision of diverse subject-matter expertise and innovative assistance to the direct service grantees to ensure they develop solid accessibility plans and engage relevant partners.
- Facilitation of peer learning exchanges among the direct service sites and other organizations engaged in similar work to promote problem solving, innovation, and information sharing.
- Participation in and convening of conferences and meetings hosted by OVC and other project partners, as determined by OVC.
- Monthly calls with the OVC grant monitor.
- Monthly reports tracking TA activities.
- Quarterly financial and performance reports and semiannual progress reports in compliance with DOJ grant requirements.
- A final report summarizing the overall initiative, including a summary of the TTA project, success stories, and lessons learned from program data collection and evaluation efforts or action research activities.

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

Competition ID	Category	Number of Awards	Dollar Amount for Awards	Performance Start Date	Performance Duration (Months)
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Types of Awards

The award will be made as **Cooperative Agreements**:

- **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 (15%)

- Project Design and Implementation (40%)

- Capabilities and Competencies (25%)

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

– **Budget Worksheet and Budget Narrative (web-based form)** (10%)

– **Other Attachments** (5%)

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

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 24 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
- Disclosure of Process Related to Executive Compensation Time-Task Plan
- MOUs/Letters of Intent
- Organizational Chart
- Resumes of Key Personnel
- Tribal Authorizing Resolution (if applicable)

- Research and Evaluation Independence and Integrity
- 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)

Hallmarks of an Outstanding Application

- Use simple and concise language.

- Ensure information is presentable and organized!

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

- Be realistic about how you will achieve goals.

- Get feedback from those who may run the project!

- Make sure the proposal is consistent with the solicitation.

- Check, recheck, and check again—budget, grant requirements, references, and other grant details.
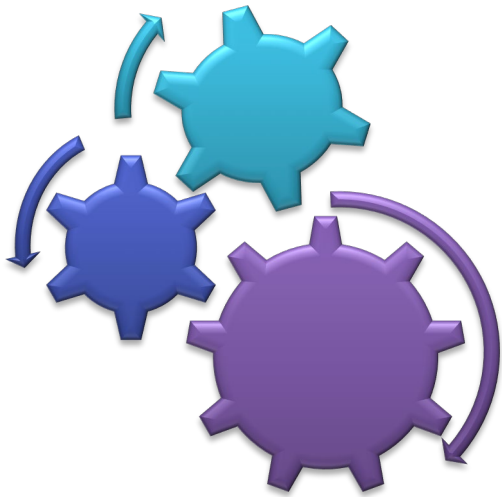
Common Reasons Cited for a Weak Application

- Too ambitious or lacks focus

- Applicant lacks appropriate expertise to carry out the proposed project

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

- Poor writing and a lot of errors
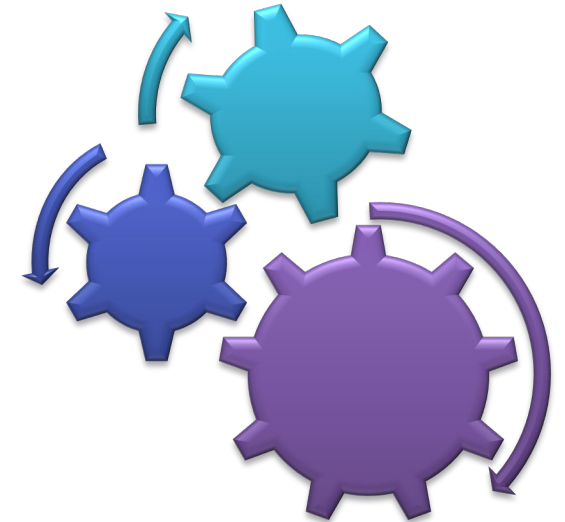
Application Process

Two Step Application Process

Submission into Grants.Gov

Due: June 29, 2022

Submission of the Full Application into JustGrants and Grants.gov

Due: July 6, 2022

Application Submission Overview

Applicants have two application submission deadlines:

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

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

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

Step 1: Apply in Grants.gov

DOJ applications require you to complete two things:

1

The Funding Opportunity and Application Package on Grants.gov.

1) Select **Apply for Grants** under the Applicants column.

2) Enter your email address to be notified of any changes to the opportunity package before the closing date.

3) Click the Workspace icon to use Grants.gov.

2

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

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

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

Step 2: Apply in JustGrants

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

Web-based Forms for Submission in JustGrants

There are certain web-based forms that must be submitted directly into the system.
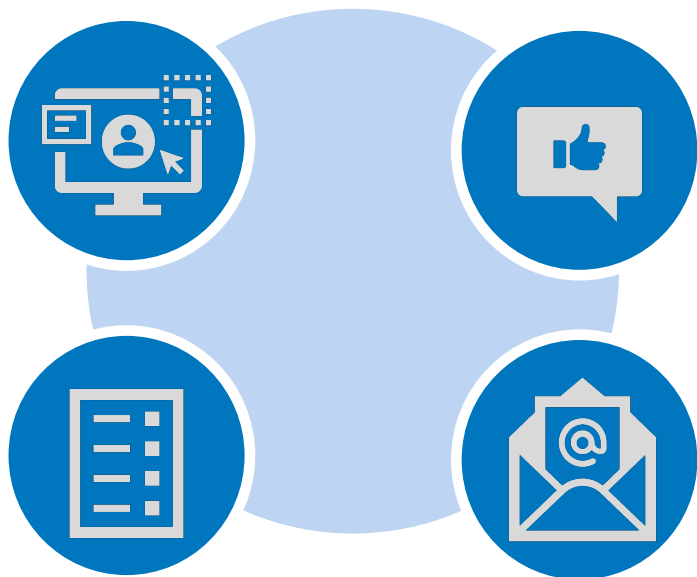
- Proposal Abstract
- Solicitation-Specific Data submitted with the Application
- Goals, Objectives, Deliverables, and Timelines
- Budget Detail Form
- Application Disclosure of Duplication Cost Items

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

What to Expect After Submitting an Application

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

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

The entity should check the system regularly so that any upcoming deadlines for submitting applications and documentation are addressed in a timely manner.

Once the application deadline passes in JustGrants, you may see a banner that says it is past due. If your status is "Submitted," your application has been received by DOJ and you can ignore the past due banner.
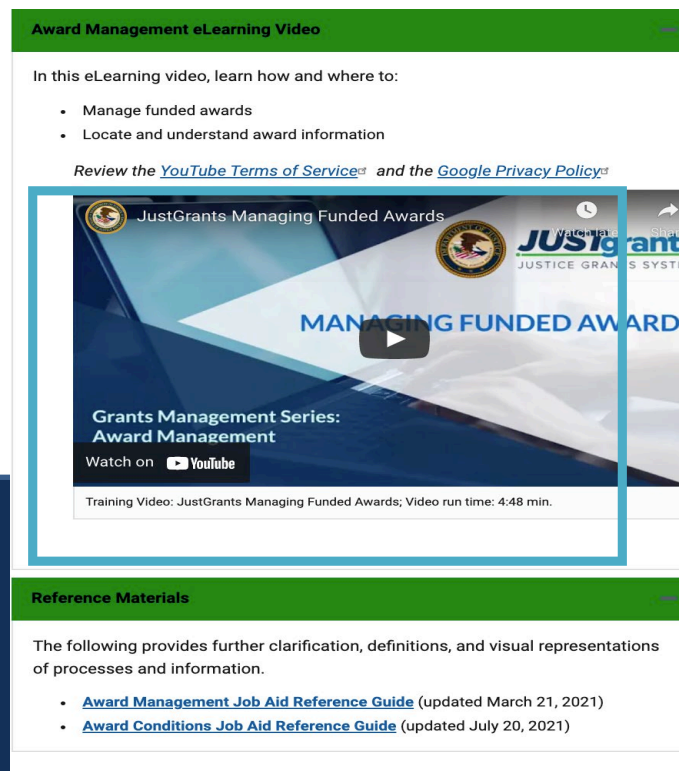
JustGrants Training Resources

Organized by Topics

Micro-learning videos

Job Aid Reference Guides

JustGrants Office Hours: Application Mechanics

Application Mechanics: Submitting an Application Training ***Key Audience:*** *Entity Administrator, Application Submitter, Authorized Representative*	•Preparing to apply •Completing the abbreviated application in Grants.gov •Entity onboarding and JustGrants access •JustGrants roles and responsibilities •Assigning users' roles to applications •Completing, reviewing, certifying and submitting a JustGrants application •Attendee questions about application submission	**Every Wednesday** from 2:30-4:00 p.m. ET Click the link to register for the session you wish to attend: June 8, 2022 June 15, 2022 June 22, 2022 June 29, 2022

Check website for updates: https://justicegrants.usdoj.gov/training/training-virtual-sessions

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OJP Grants Application Resource Guide

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

- Grant Performance Measurement Reporting: https://ojp.gov/performance/

- OJP Resource Center: https://www.ojp.gov/ncjrs/new-ojp-resources

Important Contact Information

Technical Assistance Submitting the <u>SF-424 and SF-LLL</u> into Grants.Gov: 800–518–4726, 606–545–5035 | support@grants.gov

Technical Assistance Submitting the <u>FULL APPLICATION</u> into JustGrants: 833–872–5175 | JustGrants.Support@usdoj.gov

Technical Assistance with Programmatic Requirements contact the OJP Response Center: 800–851–3420 | grants@ncjrs.gov

Important Dates

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

June
29
11:59 p.m. ET

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

July
6
8:59 p.m. ET

Sign Up And Stay Connected!

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

Go Social With OVC!

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

Follow: https://twitter.com/OJPOVC

Watch: www.youtube.com/user/OJPOVC

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Questions?

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