

OVC FY 2023 National Mass Violence Victimization Resource Center

The webinar will begin shortly

Presenter



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Program Manager

Discretionary Programs Division

Office for Victims of Crime



Webinar Outline

- OVC Overview and Mission
- Solicitation Overview
 - Funding opportunity focus
 - Eligibility
 - Required documents
- Application Process & Tools
- Questions and Answers

Current Funding Opportunities

O Number1411 / Shutterstock.com (see reuse policy)

▲ SAM.gov Entity Validation Update ∂

GSA implemented a new process to validate an entity's legal business name and physical address when requesting a Unique Entity Identifier (UEI) and for completing a SAM.gov entity registration. Due to a high volume of requests, entity validations are taking longer than expected to process. This validation process is now taking 7-10 business days, and in some cases longer.

OJP strongly recommends starting your SAM.gov registration process as soon as possible to allow the time necessary to process entity validations well in advance of the Grants.gov due date posted in the solicitation. Read https://doi.org/10.108/j.com/read/40/

When available, OVC funding opportunities will be listed on this page.

<u>Subscribe to News From OVC</u> for updates regarding OVC funding opportunities and other OVC resources and initiatives.

Visit our <u>How to Apply for Funding</u> page for tips and answers to frequently asked questions about applying for OVC funding.

Current Funding
Opportunities

Funding Webinars

How to Apply for Funding

OVC Awards List

Performance Measures

Managing Grants

Types of Funding

Apply to be a Peer Reviewer

Expired Funding Opportunities



Find funding opportunities at

https://ovc.ojp.gov/funding/currentfunding-opportunities.



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:

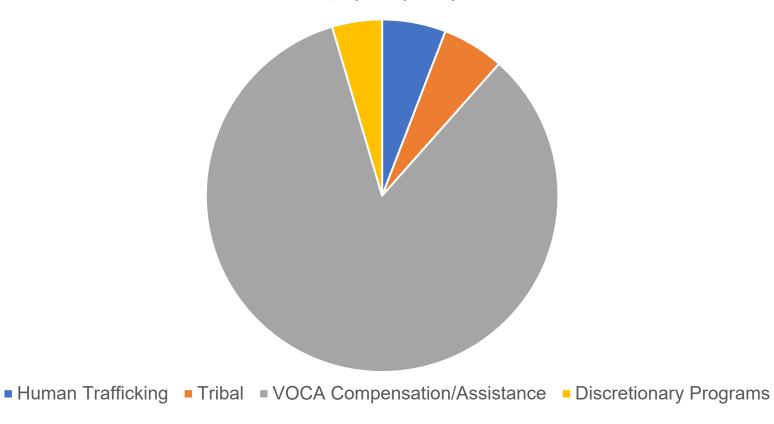
- victims in tribal communities;
- state victim compensation and assistance programs;
- training and technical assistance and information resources;
- victims of terrorism and domestic mass violence;
- federal agencies' provision of victim services;
- survivors of human trafficking; and
- demonstration and service projects.





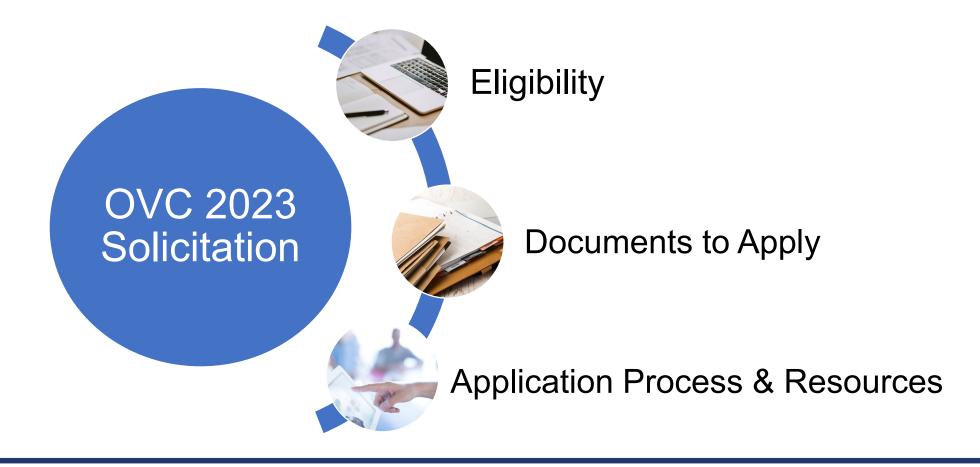
Anticipated OVC FY 2023 Funding

Over \$1,800,000,000





This OVC Funding Opportunity







- Public and State controlled institutions of higher education
- Private institutions of higher education

Please Note:

- An applicant entity may submit more than one application if each application proposes a different project in response to the solicitation.
- OVC will consider applications under which two or more entities would carry out the federal award; however, only <u>one</u> entity may be the applicant. All others must be proposed as subrecipients.
- See the OJP Grant Application Resource Guide for additional information on subawards.
- All recipients and subrecipients must forgo any profit or management fee.

For additional information on eligibility, please review each solicitation's cover page.



Eligibility

Criteria 🗫

Program Description

OVC seeks to maintain a National Mass Violence Victimization Resource Center (MV Center), which identifies and develops evidence-based best practices for addressing the comprehensive needs of victims of mass violence and domestic terrorism with an emphasis on the mental- and behavioral-health responses. The Center will:

- provide training and education; an integrated mental- and behavioral-health response to mass violence incidents; and an analysis of mass violence incidents on victims and the potential mass violence association with select other crimes.
- leverage technology to develop and provide a variety of services and develops and produces appropriate products and resources.
- be responsible for a project called "Improving Community Preparedness to Assist Victims of Mass Violence or Domestic Terrorism: Training and Technical Assistance (ICP TTA)."
- develop and convene a national conference.



Background

To respond to the surge of mass violence and domestic terrorism incidents, OVC funded the first National Mass Violence Victimization Resource Center in FY 2017. The MV Center developed a national victim-centric framework that addressed best practices and strategies for preparing the response to such incidents.

The MV Center will continue to develop tools and strategies to build the capacity to support victims, their families, and communities affected by these tragedies through select training and technical assistance (TTA), identifying/creating best practices, and expanding expertise to the field, particularly in the mental- and behavioral-health spheres.

The MV Center will also be responsible for the "Improving Community Preparedness to Assist Victims of Mass Violence or Domestic Terrorism: Training and Technical Assistance Project (ICP TTA)" project. OVC recommends that communities plan for these events and integrate victims' issues into existing emergency response plans.



Goals



The overall goal of this project is to fund an MV Center to develop, maintain, and deploy tools and strategies, engage communities and the Nation in awareness and response, and continue to build the capacity to support victims, their families, first responders, and communities affected by mass violence and terrorism. This will be accomplished through TTA, education, technology, victim-focused community planning and responses, and related activities.



Objectives

- 1. TTA integrated BH/MH responses to MVIs as needed
- 2. Training & Education develop and provide training and education
- 3. Analysis examine how elements of MVIs affect victims
- 4. Technology leverage tech to deliver services and products
- 5. Resources/Products develop and provide an array of products
- 6. Conference Support host a national conference
- 7. Ongoing Activities maintain/continue current project activities
- 8. ICP TTA project the Mass Violence Center will be responsible for this sub-project



Deliverables:

The successful applicant will produce the deliverables associated with each objective:

- (D #1) In-person and virtual TTA around the behavioral health/mental health (BH/MH)
 needs of victims of MVIs, including culturally appropriate responses to incidents,
 victim/provider forums, and Resiliency Centers.
- (D #2) Provide virtual and in-person training and education on relevant BH/MH mass violence-related topics including cognitive behavior therapy, psychological first aid, skills for psychological recovery, traumatic grief, etc.
- (D #2) Develop training (including resiliency trainings) or amended existing evidencebased, trauma-informed BH/MH interventions/programs related to mass violence.
- (D #3) Produce applicable reports or other products.



Deliverables (cont.)

- (D #4) Build/maintain a website, training platforms, mobile applications materials, AEAP grant fillable application; and other technology-based activities.
- (D #5) An Employer Guide, Peer Support Guide, and a Resiliency Center Guide, etc.
- (D #5) Materials designed for use by children, such as a mass violence guide for school children.
- (D #5) Materials and resources for specific populations especially vulnerable to experiencing hate crimes.

(D #6) Develop a hybrid (in-person/virtual) conference and convene appropriate stakeholders on a range of topics related to mass violence victimization.

(D #6) Stakeholders may include state attorneys general, members of state legislatures, county executives, mayors or other city officials, relevant membership or civic organizations, survivors of mass violence, victim service providers, law enforcement, and others.



Deliverables (cont.)

(D #7) Ongoing activity examples:

- maintain/implement Community-Based Learning Collaboratives; Mass Violence Core Compendium; training for mental health providers;
- maintain the Transcend NMVC mobile self-help app;
- develop/maintain AEAP application template;
- establish/maintain a Virtual Resiliency Center, supporting communities by developing/providing resources such as Tip Sheets and other materials;
- analyze incidents to increase knowledge about effective victim responses;
- create an After-Action Review and template;
- technical assistance to communities;
- stakeholder engagement (victims, providers, organizations);
- review/update Mass Violence Toolkit;
- create protocols for training, supervising, and delivering telehealth counseling for victims;
- develop/provide appropriate mental health interventions;
- create/provide other trainings such as webinars, town halls, etc.;
- · develop mass violence-related resources for the media, etc.



Deliverables (cont.)

(O & D #8) ICP TTA project objectives and deliverables include:

- (a) Provide individualized TTA: (a, i.) provide performance measure data that accurately quantifies and describes TTA provided, etc.
- (b) Expand capacity of agencies to supplement existing emergency response plans: (a,i.) plan for assessing the level of need in each jurisdiction requesting support; recommended selection criteria for receiving TTA; and plan for the provision of supplemental resources.
- (c) Provide expert consultants: (c, i.) list of recommended TTA consultants and their qualifications.
- (d) Outreach to raise project awareness: (d, i.) submit a detailed outreach plan.
- (e) Present at conferences, etc.: (e, i.) submit a detailed plan for presentations to target groups and performance measurement data related to these efforts.
- (f) Data collection/evaluation: (f, i.) develop a system for receiving, tracking, & responding to TTA requests, and a process that assesses user satisfaction with TTA services.



Federal Award Information

Maximum number of awards OVC expects to make: 1 Award

Maximum dollar amount for each award: \$8.9 million

(consisting of \$5.1 million for MV Center activities, \$3.5 million for ICP TTA activities, & up to \$300,000 for a conference)

Total amount to be awarded under solicitation: \$8.9 million

Period of Performance start date: 10/01/2023

Period of Performance duration: 36 Months



Types of Awards



The awards 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



Timeline

- ☐ Grants.gov deadline: 11:59 p.m. eastern time on April 18, 2023
- ☐ JustGrants deadline: 8:59 p.m. eastern time on April 25, 2023
- □ DOJ expects to award grants no later than **September 30, 2023**
- ☐ All project **START** dates should be on or after **October 1**, **2023***



*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.



Applications MUST Include

To meet the basic minimum requirements to advance to peer review and receive consideration for funding your application MUST have:

- Proposal Abstract
- Proposal Narrative
 - Description of the Issue/Statement of the Problem
 - Project Design and Implementation
 - Capabilities and Competencies
 - Plan for Collecting the Data for this Solicitation's Performance Measures
- Budget Web-Based Form (including budget details and budget narrative)



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



Proposal Abstract

An abstract is a clear and simple summary statement about your proposal.

This statement should be no more than 400 words and should include:

- purpose of the project,
- primary activities,
- expected outcomes,
- the service area, and
- intended beneficiaries and subrecipients (if known).

This will be completed in the JustGrants Web-based form.

It should be written in the third person with no bullets, tables, or PII.



Proposal Narrative Format

- The proposal narrative must:
 - be double-spaced
 - use a standard 12-point font
 - have no less than 1-inch margins
 - NOT exceed 30 numbered pages
 - be submitted as an attachment in JustGrants

*Note: Tables, charts, or graphs may be included in the narrative in a font smaller then 12-point and these items will not count toward the page limit.



Proposal Narrative Format

The following sections are part of the proposal narrative:

- Statement of the problem/Description of the issue (10%)
- Project design and implementation (40%)
- Capabilities and competencies (30%)
- Plan for collecting the data required for this solicitation's performance measures (5%)
- Budget (5%)
- Other Attachments (10%)



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



Proposal Narrative: Description of the Issue (10%)

- Describe the victim issues surrounding criminal mass violence and domestic terrorism.
- Explain how work on this project will help address the problem including how proposed activities address the issues. (Please include supporting information.)
- Describe the difficulties that victims and communities face following these incidents and the needs of victims, including first responders. Gaps in resources and suggestions to address the problem should also be included.



Proposal Narrative: Project Design and Implementation (40%)

- This section should include goals, objectives, and deliverables/activities that are aligned with the solicitation.
- Be brief, concise, and clear.
- Make sure the information is consistent throughout your proposal.
- Create solid goals and measurable objectives
 - Objectives should be SMART: Specific, Measurable, Attainable, Realistic, and Time-bound
- Focus on the future and set a realistic timeline to complete the project.



Proposal Narrative: Capabilities and Competencies (30%)

- Describe the capabilities and competencies to accomplish the project's goals and objectives.
- Demonstrate the applicant's knowledge of domestic criminal mass violence victims' issues and detail staff expertise and responsibilities.
- Describe the infrastructure to carry out the tasks, manage contracts/subawards, produce and disseminate high-quality products, and develop/host a conferences.
- Demonstrate flexibility and adaptability to changing situations.
- May include an organization and management plan (narrative/chart).



Proposal Narrative: Plan for Collecting Data (5%)

This section must include the following information:

- Describe the process for measuring project performance.
- Identify who will collect the data; who is responsible for performance measurements; and how the information will be used to guide and evaluate the project's impact.
- Describe the process to accurately report data.

Note: see the solicitation for links to performance measures.



Budget Web-Based Form (Worksheet and Budget Narrative) (5%)



- 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.
- DOJ Financial Guide: https://ojp.gov/financialguide/doj/index.htm



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.





Additional Documents to Apply

DOJ Application Submission Checklist

Submitting an application to DOJ is a two-part process. An applicant first submits an abbreviated application in Grants.gov. The full application is then completed in JustGrants, DOJ's grants management system. The following steps and tips will assist potential applicants in completing DOJ applications.



Step 1: Confirm your Entity's System for Award Management (SAM) registration information:

- · Register with SAM or confirm that your SAM registration is active and up-to-date. You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. Registration and renewal can take up to
- · On April 4, 2022, the federal government will stop using Data Universal Numbering System (DUNS) numbers and start using the new SAM Unique Entity Identifier (UEI).
- Entities new to JustGrants: Confirm that the contact information (email address) for your Entity's Electronic Business Point-of-Contact (E-Biz POC) in SAM is accurate and up-to-date. The E-Biz POC is onboarded in JustGrants as the Entity's first Entity Administrator and will receive notifications from JustGrants. The Entity Administrator is responsible for completing Entity User onboarding in JustGrants. Once the Entity Administrator is onboarded, that role can be reassigned to another Entity User.
- Technical issues with SAM registration or renewal must be reported to the SAM Help Desk (Federal Service Desk).

Step 2: Apply in Grants.gov

- · Effective February 21, 2022, all Grants.gov users and applicants will need to use Login.gov credentials
- · Search for an open DOJ funding opportunity in Grants.gov or on the agency website and review the solicitation requirements
- · Complete and submit the required documents in Grants.gov at least 48-72 hours prior to the Grants.gov deadline to allow for time to correct any problems or errors. The Grants.gov portion of your application includes the SF-424 and SF-LLL. (Note: The user and email identified in Section 8.F of the SF-424 will be identified as the Application Submitter in JustGrants and will receive future notifications from JustGrants.)



Application Attachments



Attachment Tips

Log in to JustGrants using either Chrome or Microsoft Edge as your browser. Internet Explorer is not a compatible browser for JustGrants.

Open the application and use the menu options on the right to navigate. File attachments associated with a section are displayed in the section.



May 12, 2021

Application Submission December 2022

JUST grants

JUSTgrants

Application Attachments | 1

Award Attachments

Entity Administrators and Authorized Representatives can attach these items to awards





Undated 2/15/22



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)
- Poor writing and a lot of errors



Application Process



Application Submission Overview





Applicants have two application submission deadlines and we recommend submitting 72 hours before the deadline:

- 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.



Important Dates

Part 1: Submit SF-424 & SF-LLL in Grants.gov by 11:59 PM (Eastern) on April 18, 2023

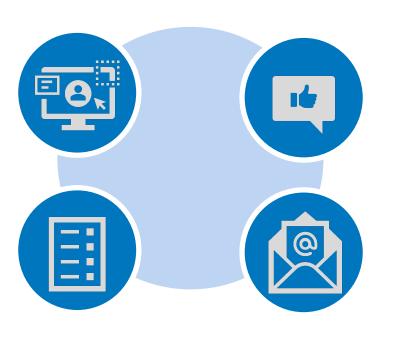
April
18
11:59 p.m. ET

Part 2: **Submit Full Application** in JustGrants.gov by 8:59 PM (Eastern on April 25, 2023





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 Web-Based 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:

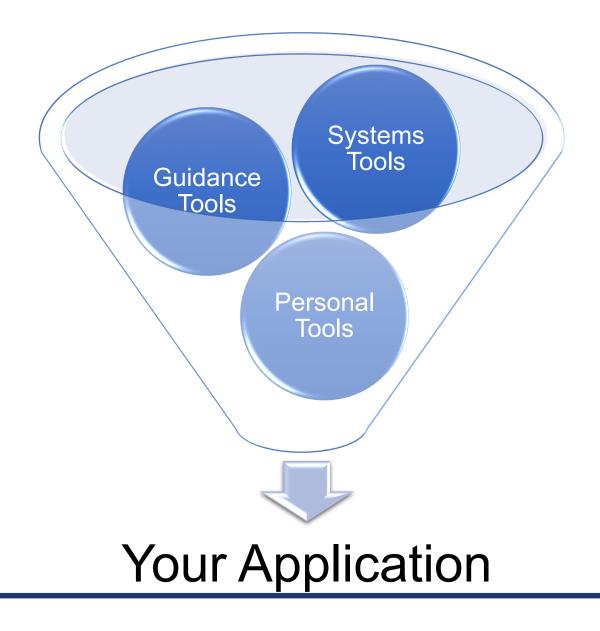
- The Entity Administrator and Authorized Representative when the deadline for applications has changed.
- The Application Submitter, Entity Administrator, and Authorized Representative when the application is received in JustGrants from Grants.gov.
- · The Entity Administrator when the award notification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









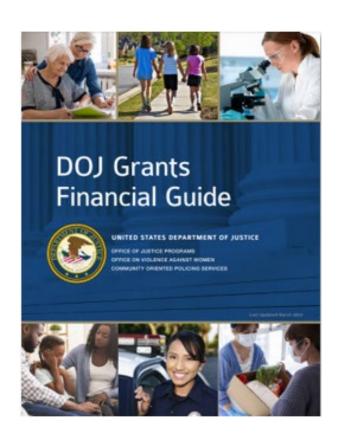
Information About OVC

Consult the OVC website.





DOJ Grants Financial Guide



As a starting point for all recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective day-to-day management of awards consult the DOJ Grants Financial Guide: https://ojp.gov/financialguide/DOJ/index.htm.

TOP 10 TOPICS	
1. Financial Management Systems	6. Audit Requirements
2. Allowable Costs	7. Conference Costs
3. <u>Unallowable Costs</u>	8. Adjustments to Awards
4. Federal Financial Reports	9. Accounting by Approved Budget Category
5. Performance Reports	10. Subrecipient Monitoring



The OJP Grant Application Resource Guide

Find it at: https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide





Information on Grant Measurement Reporting

Overview of performance measurement activities at OJP: https://ojp.gov/performance/.

Applicant Resources

Grant Performance Measurement and Progress Reporting Information §

Welcome to the Office of Justice Programs (OJP) Grant Performance Measurement and Progress Reporting Information Portal! This page provides OJP grant applicants and grantees with an overview of performance measurement activities at OJP.

Applicants §

Applicants are encouraged to review the following information when completing their application. Each solicitation requires applicants to respond with a detailed description of how the required performance data will be collected.

Overview	
Grants 101	
OJP Grant Process	
Frequently Asked Questons	
2014 OJP Financial Guide	
Other Application	

Requirements



Information on System for Award Management (SAM.gov)

Visit SAM.gov:

This is your first stop BEFORE applying.



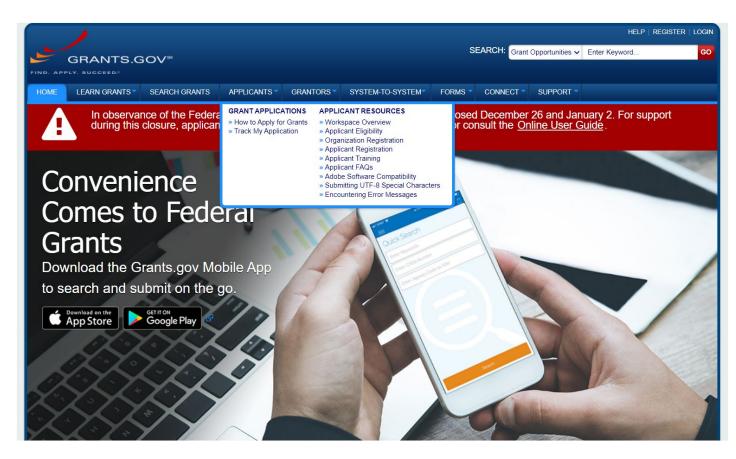
https://www.SAM.gov



Information on Grants.gov

Visit Grants.gov: https://www.grants.gov.

This is your first stop in applying.





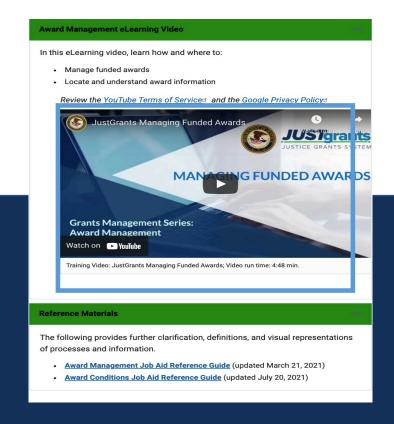
JustGrants Training Resources

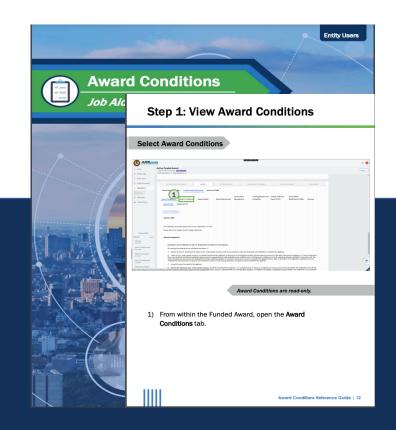
Visit: https://justicegrants.usdoj.gov

Visit: Application Attachments Quick Reference Guide

Visit: Printing an Application Quick Reference Guide







JustGrants Office Hours: Application Mechanics

Application Mechanics:
Submitting an Application
Training
Key Audience: Entity
Administrator, Application
Submitter, Authorized

- 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:

March 15, 2023

March 22, 2023

March 29, 2023

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



Representative

Free Training and Technical Assistance

Explore training tools at the OVC Training and Technical Assistance Center: www.ovcttac.gov.

Multiple victim services topics are covered, including human trafficking, so that you have the skills to reach out to victims of every type of crime, from every background, in every place, and offer them what they need to rebuild their lives.





Information on OJP Resources

Obtain justice and drug-related information to support research, policy, and program development worldwide at OJP Response Center: https://www.ojp.gov/ncjrs/new-ojp-resources. Subscribe and find funding opportunities, recent publications, online resources, and upcoming events.





How to Prepare for Solicitation Season

- Review OVC's previously held <u>webinars</u>:
 - Part 1: Getting Ready to Apply
 - Part 2: Considerations When Building Your OVC Budget
 - Part 3: Preparing Your Proposal and What to Expect Next
- Find OVC's current funding opportunities.
- Sign up for News From OVC to stay up-to-date with the webinars schedule.
- Visit the <u>DOJ Program Plan</u> for other funding opportunities.



Important Contact Information



Technical Assistance registering or renewing your entity registration in the System for Award Management (SAM): 866-606-8220 | SAM Help Desk (Federal Service Desk)



Technical Assistance submitting the SF-424 and SF-LLL into Grants.Gov: 800-518-4726, 606-545-5035 | support@grants.gov



Important Contact Information



Technical Assistance submitting the FULL APPLICATION into JustGrants: 833-872-5175

JustGrants.Support@usdoj.gov



Technical Assistance with Programmatic Requirements and to report a technical issue that prevented application submission, contact the OJP Response Center:

800-851-3420 | grants@ncjrs.gov



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Follow: https://twitter.com/OJPOVC



Watch: www.youtube.com/user/OJPOVC



Questions?



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

