

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



## OVC FY 2022 Human Trafficking Training and Technical Assistance Program

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**Application JustGrants Deadline:** June 22, 2022 8:59 PM

### Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC) seeks applications for funding to support the provision of training and technical assistance (TTA) and the development of tools and resources to assist anti-human trafficking service providers and the human trafficking field. This program furthers the DOJ's mission by enhancing the field's 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-2022-00010-PROD | Purpose Area 1:<br>Employment and Economic Empowerment for Trafficking Survivors       | 1                | \$900,000.00            | 10/1/22 12:00 AM       | 36                            |
| C-OVC-2022-00011-PROD | Purpose Area 2:<br>Supporting Survivor Engagement in Anti-Trafficking Programming      | 1                | \$1,000,000.00          | 10/1/22 12:00 AM       | 36                            |
| C-OVC-2022-00012-PROD | Purpose Area 3:<br>Developing Standards of Care for Anti-trafficking Service Providers | 1                | \$1,200,000.00          | 10/1/22 12:00 AM       | 36                            |

### Eligible Applicants:

For profit organizations other than small businesses, 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, Private institutions of higher education, Public and State controlled institutions of higher education, Small businesses

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](#).

Applicants may submit no more than one application under each purpose area.

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.

Nonprofit organizations that hold money in offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. § 511(a) are not eligible to apply.

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](mailto: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](mailto: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](mailto:grants@ncjrs.gov). The OVC/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](https://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.



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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.

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 for all victims of severe forms of trafficking in persons, as defined by 22 U.S.C. § 7102(11).

Through this solicitation, OVC will support the provision of training and technical assistance (TTA) and the development of tools and resources to assist service providers and the anti-trafficking field in ensuring successful outcomes for survivors of human trafficking.

### Statutory Authority

22 U.S.C. § 7105(b)(2)

### Specific Information

The purpose of this program is to support OVC's Human Trafficking Grant Program grantees and other anti-trafficking stakeholders through the provision of TTA and the development of tools and resources. As of March 2022, OVC manages almost 500 anti-trafficking awards, and the majority of these awards support direct services for trafficking survivors, from case management, to housing, to legal services, and more.

Applicants are invited to apply under the following three purpose areas:

#### **Purpose Area 1: TTA on Employment and Economic Empowerment for Trafficking Survivors**

Survivors of human trafficking often experience challenges in securing and retaining high-quality jobs and careers, particularly those facing multiple barriers, such as criminal records, limited English proficiency, immigration status, and lack of educational attainment, among others. In its [2021 annual report](#), the U.S. Advisory Council on Human Trafficking observes that "economic empowerment and employment opportunities are critical to survivors' successful recovery," as "chances for revictimization significantly increase if survivors cannot achieve economic stability." Facilitating survivors' access to sustainable employment, financial literacy, and asset building is therefore key to promoting survivor well-being and empowerment.

The purpose of this project is to provide TTA to OVC Human Trafficking Grant Program grantees and partners to assist them in developing and implementing meaningful employment and economic empowerment practices for working with trafficking survivors. Building on existing efforts, knowledge, and resources, including those funded by OVC, the TTA provider will facilitate collaboration building between service providers and workforce development systems, along with building internal organizational capacity for grantees. This purpose area reflects a commitment to enhance partnerships between federally funded victim service grantees and the Department of Labor (DOL)-funded public workforce system, as articulated in [The National Action Plan to Combat Human Trafficking](#): "(t)he United States Government will connect relevant grantees to facilitate referrals from human trafficking victim assistance providers to DOL-funded employment and training programs for which they are eligible in their communities (such as American Job Centers, Reentry Employment Opportunities, Job Corps, and YouthBuild)."

At a minimum, the successful applicant will engage in the following activities:

- Proactively support OVC grantees providing victim services across various anti-trafficking program types to partner with and implement—
  - financial literacy programs;
  - employment support services, to include job readiness and career counseling, job and vocational training, and entrepreneurship development; and
  - asset-building programs.

Support to OVC anti-trafficking grantees may include program consultations and troubleshooting, reviewing policies and standard operating procedures for employment-related programs, providing insight into how to collect and incorporate client satisfaction data to strengthen employment program performance, and assisting grantees in leveraging occupational projections and other relevant information.

- Facilitate relationships between OVC anti-trafficking grantees and workforce development system partners at the national, state, and local levels, including DOL-funded programs such as American Job Centers, Reentry Employment Opportunities, Job Corps, and YouthBuild, among others.
- Develop and distribute TTA materials, including those identifying best practices and policies related to employment and education, to support victim service providers and partners working with human trafficking victims.
- Identify and disseminate other publicly available materials related to employment and education to help build capacity of anti-trafficking service providers.
- Provide training at relevant conferences, through webinars, or through other mechanisms.

## **Purpose Area 2: Supporting Survivor Engagement in Anti-Trafficking Programming**

OVC has long understood the importance of seeking out and elevating survivor perspectives. There are many existing federally funded resources about implementing a survivor-informed approach, such as the [Practical Guide on Survivor-Informed Services](#) and [the Toolkit for Building Survivor-Informed Organizations](#). Despite ongoing innovations in the anti-trafficking field, there remains a need to provide concrete support to OVC anti-trafficking grantees, as organizations seek to thoughtfully initiate or transform their partnerships that include individuals with lived experience. This assistance and expertise is of interest to grantees across a range of programs, from service providers offering case management, housing, legal services, and more, to multidisciplinary task forces or statewide stakeholders.

The purpose of this project is to provide technical assistance to OVC anti-trafficking grantees across various programs in designing and implementing intentional and sustainable engagement from individuals with lived experience to enhance anti-trafficking programming. Applicants should propose approaches to building grantee capacity to identify and partner with individuals with lived experience (in particular from underserved communities) in their community, state, or region.

At a minimum, the TTA provider will help anti-trafficking grantees plan and execute engagement activities to—

- recruit and support staff with lived experience (including those who do not publicly disclose their lived experience);
- create and manage advisory boards involving survivors;
- work with subject matter experts (SMEs) with lived experience to enhance specific aspects of grant-funded activities, to include service provision, task force activities, and multidisciplinary collaboration;
- engage in action research and other evaluation partnerships with experts with lived experience;
- plan and implement mechanisms to receive current program participant feedback, such as focus groups, surveys, and more; and
- design and manage peer support and peer mentoring initiatives within anti-trafficking programs.

The successful applicant will assist OVC anti-trafficking grantees in developing plans for sustained survivor engagement, to include identifying any required changes in organizational practices and necessary financial commitments to achieve their identified goals. In addition to intensive technical assistance for OVC grantees, the applicant should propose the creation of publicly accessible resources (templates, guides, etc.) for organizations covering how to engage in intentional and sustainable partnership with survivors to enhance anti-trafficking programming. Applicants must describe how they will coordinate with existing TTA providers working with OVC anti-trafficking grantees across programs to prevent duplication. The successful applicant will develop relevant collaboration mechanisms.

OVC expects the successful applicant to propose innovative strategies for OVC anti-trafficking grantees to develop intentional partnerships with individuals with lived experience and participate in organizational peer support on survivor engagement approaches. OVC is interested in proposals that maximize the number of grantees supported through this purpose area. The successful applicant will propose a plan for OVC approval

about the process to request and distribute these consultant and grantee peer support funds.

Applicants must set aside at least a third of their budget to—

- support individuals with lived experience to work with OVC grantees in their communities/region to enhance anti-trafficking programming; and
- provide funding to staff at anti-trafficking organizations across the country (with a preference to those working at OVC anti-trafficking grantees) who have implemented successful survivor engagement strategies to deliver organizational peer support to OVC grantees setting up new survivor engagement initiatives or assessing and strengthening current initiatives.

### **Purpose Area 3: Developing Standards of Care for Anti-trafficking Service Providers**

Individuals who experience human trafficking seek and receive assistance from a wide array of organizations. Oftentimes, survivors are limited in where they can obtain services and assistance and may find themselves in service environments that are not tailored to their specific needs. While some organizations specialize in assisting individuals who have experienced trafficking, others provide services to a broader population, including survivors of human trafficking. Programs vary in their specialties, capabilities, years of existence, models of practice, services provided, staff qualifications and experience, and budgets. Organizations may inadvertently and unintentionally engage in harmful practices that further traumatize survivors seeking help. Through the creation of standards of care (SOC) for service providers, OVC and the [Office on Trafficking in Persons \(OTIP\)](#) at the U.S. Department of Health and Human Services (HHS) intend to reduce potential harm to trafficking survivors and promote uniform service standards that will ensure consistent quality of care.

As the two principal federal agencies supporting services and assistance to victims of human trafficking in the United States, OVC and OTIP have a unique role and opportunity to collaborate on the development of standards of care that individuals who experience trafficking can expect to receive when seeking help from OVC and OTIP-funded programs. The standards will address all levels of victim service responses to adult and minor survivors of sex and labor trafficking rendered by service delivery organizations funded by OVC and OTIP, and other service providers who do not receive that funding. This includes, but is not limited to: outreach and identification, screening, service delivery, referral, interactions with the public service systems, advocacy, recordkeeping and data protections, and privacy and confidentiality. The SOC will contemplate a comprehensive array of direct services, including case management, housing, legal, behavioral health, economic empowerment, and other services.

OVC and OTIP expect applicants to propose approaches that will intentionally build on existing models, standards, and frameworks; and international and state-level efforts and best practices to develop SOC for trafficking survivors. In particular, applicants should propose approaches that will build on [OVC's Model Standards for Serving Victims and Survivors of Crime](#). First released in 2003 and then updated and re-released as an e-publication in 2016, these model standards provide guidelines and suggestions to help victim service practitioners and program administrators improve the quality and consistency of their response to crime victims. OVC and OTIP anticipate that the selected applicant will leverage the program, competency, and ethical standards included in this e-publication; incorporate new evidence-based practices; and address victim service considerations specific to human trafficking. Examples to be addressed include trauma-informed housing and emergency shelter policies for minor victims, the need for criminal record relief, and appropriate interventions to address issues of compelled criminal activity. See Appendix A for goals, guiding principles, and relevant resources OVC and OTIP have identified for this initiative.

The OVC-OTIP SOC initiative is a multi-phase project. The cooperative agreement funded under this purpose area supports Phase 1: Project Planning and Research; and Phase 2: Drafting, Public Comment, Peer Review, and Publication. OVC and OTIP anticipate supporting future phases of this project associated with dissemination, TTA, and implementation. Throughout the initiative, the successful applicant will also work with an external evaluator identified by OVC and OTIP.

The selected applicant must be able to identify and convene stakeholders with diverse expertise and perspectives on a national scale, including individuals with lived experience. Applicants must demonstrate knowledge of the broad range of federally funded services accessed by trafficking victims, evidence-based programming in the human trafficking and related fields, challenges to implementing a victim-centered approach (also referred to as a person-centered approach\*), and trauma-informed services for survivors of all forms of



trafficking in persons. The applicant will need to demonstrate expertise in conducting research-based literature reviews and drafting sourced publications. Applicants should explain how the proposed approach addresses the goals and incorporates the guiding principles outlined in Appendix A (page 21).

*\*For the purposes of this solicitation, a person-centered approach is defined as one that promotes safety and well-being while minimizing potential re-traumatization associated with criminal justice and other interventions. This can include providing support through victim advocates and service providers, empowering clients as engaged participants, and providing clients an opportunity to play a role in seeing their traffickers brought to justice. A person-centered approach is critical for supporting a victim's rights, dignity, autonomy, and self-determination while simultaneously advancing the government's and society's interest in prosecuting traffickers and protecting and assisting clients.*

At a minimum, the successful applicant will work closely with OVC and OTIP to engage in the following activities:

### **Phase 1: Project Planning and Research (Year 1)**

- Establish and support a Technical Working Group (TWG) comprising a range of OVC and OTIP service provider grantees; a diverse cadre of SMEs with lived experience; researchers, and other relevant stakeholders, as well as OVC and OTIP staff. TWG members will reflect the diversity of communities being served to ensure that there is cultural and ethnic representation, including racial minorities, people with disabilities, LGBTQ+, and other communities within the project plans. Members of the TWG will be compensated for their time through the cooperative agreement, unless otherwise supported through federal funding to participate.
- Review the research literature to identify and document applicable models, standards and frameworks, including from adjacent fields.
- Work with the TWG to define the scope of the SOC.
- Propose a transparent, systematic, evidence-based process for developing SOC for OVC and OTIP review and approval. This includes developing and documenting the criteria for setting a standard prior to developing the standards.
- Participate in an external evaluation of the SOC initiative.

### **Phase 2: Drafting, Public Comment, and Finalization of Standards of Care (Years 1–3)**

- Disseminate, for public comment, an outline of SOC topical areas for review by anti-trafficking funding recipients and other stakeholders in the anti-tracking field providing direct services.
- Working with the TWG, prepare draft SOC with a self-assessment component to be released in the Federal Register or some other widely accessible source.
- Revise standards based on public feedback and SME peer review.
- Deliver a final, error-free, sourced document suitable for publication and dissemination by the Federal Government.
- Participate in an external evaluation of the SOC initiative.

### **For All Purpose Areas**

#### **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.

#### **Mandatory Program Requirements**

Applicants that receive funding under this program will be required to undergo the following:

1. Proactively collaborate with other human trafficking TTA providers to prevent duplication and strengthen the accessibility of training and resources. Purpose Areas 1 and 2 will collaborate with OVC TTA providers and Purpose Area 3 will collaborate with OTIP TTA provider(s) as well as OVC TTA providers.

2. Modify program implementation or deliverables as requested (by OVC for Purpose Areas 1 and 2; and by OVC and OTIP for Purpose Area 3) to meet emerging needs, deconflict with other federally funded initiatives, or enhance efforts by jointly delivering TTA.
3. Provide all grant-funded staff at least one session of training annually (to be delivered by individuals or organizations with demonstratable expertise) related to diversity, equity, inclusion, and/or accessibility and tied to program goals and objectives.

### **Limitation on Use of Funds (22 USC § 7110(g))**

The following statutory language applies to all awards under this solicitation:

#### *1. Restriction on programs*

No funds made available to carry out this chapter, or any amendment made by this chapter, may be used to promote, support, or advocate the legalization or practice of prostitution. Nothing in the preceding sentence shall be construed to preclude assistance designed to promote the purposes of this Act by ameliorating the suffering of, or health risks to, victims while they are being trafficked or after they are out of the situation that resulted from such victims being trafficked.

#### *1. Restriction on organizations*

No funds made available to carry out this chapter, or any amendment made by this chapter, may be used to implement any program that targets victims of severe forms of trafficking in persons described in section 7102(9)(A) of this title through any organization that has not stated in either a grant application, a grant agreement, or both, that it does not promote, support, or advocate the legalization or practice of prostitution. The preceding sentence shall not apply to organizations that provide services to individuals solely after they are no longer engaged in activities that resulted from such victims being trafficked.

Pursuant to the statute above, OVC requires grantees under this program to agree to the following grant condition:

Recipient certifies that it does not promote, support, or advocate the legalization or practice of prostitution, nor will it use grant funds or program match funds to promote, support, or advocate the legalization or practice of prostitution.

### **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 might be permissible to limit services based upon age. Please note that other federal, state or local laws prohibiting discrimination may apply.

### **Enhancing Access to Services and Promoting Survivor Autonomy and Engagement**

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

In line with these concepts and in order to enhance survivors' access to victim services, programs funded under this solicitation will promote practices that remove barriers to receiving services and support survivor autonomy. Such practices will reduce requirements to engage in services, promote survivors' choice within service delivery, and protect victim privacy and confidentiality.

Applicants must submit a separate attachment (2 pages maximum) describing how individuals with lived experience will be engaged in the program design and implementation. This may be through the participation of project staff or consultants with lived experience, an advisory board, evaluation of TTA development and delivery, or some other method. Costs associated with survivor involvement in the program should be reflected in the

proposed budget and the budget narrative. Please note that applicants are not required to name staff or consultants with lived experience.

### **Information on Managing Human Trafficking Awards**

For more information on implementation of OVC Human Trafficking award, please consult the [OVC Human Trafficking Program FAQs](#).

### **Goals, Objectives, Deliverables, and Timeline**

#### **Goals**

The primary program goals for Purpose Areas 1 and 2 are as follows:

1. Improve the quality and quantity of services offered to trafficking survivors.
2. Increase collaboration between OVC grantees, other federally funded service providers and programs, community partners, and other stakeholders to enhance victim identification, referrals, and assistance service delivery.
3. Support grantees and their partners in intentional and sustainable engagement with survivors to improve anti-trafficking programming.
4. Support OVC human trafficking grantees in meeting their award goals and objectives.

The primary program goals for Purpose Area 3 are as follows:

1. Obtain stakeholder and survivor engagement to establish core standards for service delivery and assistance to individuals who have experienced trafficking.
2. Promote quality and consistency in service delivery.
3. Define legal responsibility of grant-funded recipients under federal civil rights statutes.
4. Provide concrete guidance on how standards should be reflected in service delivery practices, protocols, and procedures.
5. Facilitate continuous assessment of the development and application of standards, including through working with an external evaluator to be identified by OVC and OTIP. See Appendix A for more detailed information on Purpose Area 3 program goals.

#### **Objectives**

The overall objectives for Purpose Areas 1 and 2 are to provide TTA to strengthen and expand the skills, expertise, and capacity of OVC human trafficking grantees and their partners who provide victim-centered and trauma-informed services to victims of human trafficking.

Purpose Areas 1 and 2 objectives include the following:

1. Provide intensive TTA to OVC human trafficking grantees.
2. Develop and disseminate resources and training on the purpose area topic.
3. Increase OVC grantees' and partners' expertise and specialized skills.
4. Collaborate with other OVC human trafficking TTA providers.
5. Support data collection and assessment activities.

The overall objective for Purpose Area 3 is to develop joint OVC/OTIP SOC for victim service providers assisting survivors of human trafficking.

Purpose Area 3 Objectives include:

1. Establish and support a Technical Working Group.
2. Draft evidence-based SOC for public and SME comment and feedback.
3. Revise SOC to incorporate feedback.
4. Deliver an error-free final document suitable for Federal Government publication.
5. Work closely with OVC and OTIP staff and grantees.
6. Support evaluation, data collection and assessment activities.

## **Deliverables**

Purpose Areas 1 and 2 deliverables include the TTA provided, measured by TTA requests received, TTA requests delivered, type of TTA provided, number of persons trained, and other key data points.

Purpose Area 3 deliverables include the following:

- A technical working group.
- Literature review.
- Document outlining transparent, systematic, evidence-based process to develop SOC.
- Document outlining scope of SOC for public dissemination.
- Draft SOC with self-assessment component for public dissemination.
- Revised SOC with self-assessment component suitable for Federal Government publication.

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.

Priority Consideration 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 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.

Note: Addressing a priority area is one of many factors that OJP considers in making funding decisions. Receiving priority consideration 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-2022-00010-PROD | Purpose Area 1:<br>Employment and Economic Empowerment for Trafficking Survivors       | 1                | \$900,000.00            | 10/1/22 12:00 AM       | 36                            |
| C-OVC-2022-00011-PROD | Purpose Area 2:<br>Supporting Survivor Engagement in Anti-Trafficking Programming      | 1                | \$1,000,000.00          | 10/1/22 12:00 AM       | 36                            |
| C-OVC-2022-00012-PROD | Purpose Area 3:<br>Developing Standards of Care for Anti-trafficking Service Providers | 1                | \$1,200,000.00          | 10/1/22 12:00 AM       | 36                            |

**Awards, Amounts and Durations**

**Period of Performance Start Date**

10/1/36 12:00 AM

**Period of Performance Duration (Months)**

36

**Anticipated Total Amount to be Awarded Under Solicitation**

\$3,100,000.00

**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](#).

**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.

**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**

For 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:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form) (The web-based form includes the budget details and the budget narrative.)

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 geographical service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. If requesting priority consideration, please note this in the abstract. This abstract should be written in the third person and will be made publicly available on the OJP website if the project is awarded.

## 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 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 final award decision.

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

### a. Statement of the Problem

This section must:

1. Describe TTA and resource needs relevant to the specific purpose area of OVC-funded grantees and other stakeholders assisting victims of all forms of human trafficking in the United States. Identify challenges and opportunities relevant to the purpose area. Applicants should use qualitative and quantitative data to describe the problem, identifying the source of any data or evidence cited.
2. Describe the TTA or resources currently available to OVC grantee and victim service providers to address the particular purpose area, providing an analysis of OVC-funded support and other federally funded resources. In light of existing TTA, identify remaining TTA gaps and ongoing challenges related to TTA delivery for the specific purpose area.
3. Describe relevant equity considerations related to the development and delivery of TTA on the particular purpose area topic.

### 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.

This section must:

1. Clearly state the goals and objectives of this project. The goals and objectives must align with those stated in the Goals, Objectives, and Deliverables section.
2. Provide a detailed description of the proposed programmatic activities necessary to implement this project and meet the stated goals and objectives. Proposed activities must, at a minimum, address all programmatic activities outlined under the Purpose Area description above.

For Purpose Area 3, the applicant must address how they will engage in the following programmatic activities:

- Establish and support a Technical Working Group (TWG) comprising a range of OVC and OTIP service provider grantees; SMEs with lived experience; and researchers, other relevant stakeholders, and OVC and OTIP staff.
  - Review the research literature to identify applicable models, standards and frameworks, including from adjacent fields.
  - Work with the TWG to define the SOC scope.
  - Propose a transparent, systematic, evidence-based process for developing SOC for OVC and OTIP review and approval. This includes developing and documenting the criteria for setting a standard prior to developing the standards.
  - Disseminate a SOC topic outline for review by anti-trafficking funding recipients and other stakeholders in the field providing direct services.
  - Working with the TWG, prepare draft standards of care with a self-assessment component to be released in the Federal Register or some other widely accessible source.
  - Revise standards based on public feedback and SME review.
  - Deliver a final, error-free, sourced document suitable for publication and dissemination by the Federal Government.
2. Provide a description of how the applicant will engage in proactive collaboration activities with other human trafficking TTA providers to prevent duplication and strengthen the accessibility of resources. Applicants should describe existing federally funded trafficking TTA, and work to ensure that the new application does not duplicate existing TTA currently funded by OVC, HHS, the Office on Violence Against Women, or another federal or state office or agency. Coordination activities should include the following:

- Engage in regular communication with other federally funded TTA providers, including participating in regular workgroups and in-person or remote OVC-led TTA provider meetings.
  - Refer TTA requesters and other stakeholders to other TTA providers, as needed;.
  - Develop and deliver joint TTA, such as webinars, grantee meeting sessions, etc.
  - Work collaboratively with other OVC-funded TTA providers (and OTIP-funded TTA providers, for Purpose Area 3), as required by OVC.
3. Include a timeline for all the tasks and activities to be completed.
  4. Link project activities to the requirements of this solicitation and justify the proposed approach.
  5. Describe the role of project partners.
  6. Describe how the applicant plans to ensure project activities are evidence-based, culturally responsive, trauma-informed, victim-centered, and survivor-informed.
  7. Explicitly address how the proposed project will assist OVC human trafficking grantees and other service providers as they address the service needs of diverse victims of trafficking.

If the applicant is seeking priority consideration, 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 the institutional experience and expertise (or have submitted formal agreements from partners possessing the experience and expertise with the application) to effectively implement the requirements of this solicitation, including the knowledge and expertise about—
  - the relevant purpose area topic;
  - responding to the needs of all victims of trafficking;
  - national TTA;
  - translating research to practice; and
  - culturally responsive TTA design and delivery.
2. Identify the key individuals and organizations involved in the proposed project.
3. Demonstrate that the individuals and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities.
4. Describe specific roles and responsibilities of all project partners and key staff.
5. Demonstrate that staff to be hired have appropriate training, expertise, and experience to implement project activities as described in the proposal, document plans, and position descriptions.
6. Detail the proposed approach to ensuring staff are kept informed of trends in the anti-trafficking field and in TTA delivery.
7. Clearly describe who will implement activities as described in the Project Design and Implementation section.
8. Describe the applicant's administrative and financial capacity to manage federal funds. If the applicant has other federal funding to deliver TTA to human trafficking stakeholders, the applicant must describe the scope of each of these grants and describe how staff responsibilities, activities, and data collection on these projects will be tracked separately to avoid duplication.

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 data collection and assessment activities to determine if the program is meeting stated goals and objectives.
3. A plan for systematically soliciting feedback from TTA recipients to track if, and how, they implemented policies or practices and if they reported improvement in operations in the relevant purpose area as a result of TTA.
4. 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](http://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 Questions 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 TTA 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. See the [OJP Grant Application Resource Guide](#) for additional information.

### **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.

#### **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, the applicant will submit a description of the process used to determine executive compensation by uploading the document as an attachment in JustGrants. See the "Application Attachments" section of the [OJP Grant Application Resource Guide](#) for information.

### **Memoranda of Understanding (MOUs) and Other Supportive Documents**

For activities to be conducted by project partners, the applicant must name the project partner that will provide the specific activity or deliverable in the program narrative, and include, as an attachment to the application, a subcontract/subgrant, Letter of Intent, or MOU describing the commitment from that organization to perform the activities, and a description of the fee for the work or cost to the grant for each activity. If services are to be provided as in-kind match, pro bono, or at no cost to the grant, this must be clearly stated in the MOU, Letter of Intent, or subcontract/subgrant. MOUs, Letters of Intent, and subcontracts/subgrants must include the following: (1) names of the organizations involved in the agreement; (2) scope of the specialized service(s) and other work to be performed under the agreement; (3) duration of the agreement; (4) estimated cost per victim or cost of

actual services provided, describing whether it is a fee-for-service, in-kind match, or no cost; (5) whether or not there is a cap on the total amount of the agreement; and (6) whether or not there is a maximum number of TTA recipients that may be served under the agreement. MOUs and Letters of Intent should be submitted as one separate attachment to the application.

#### **Additional Application Components**

Applicants will attach the additional requested documentation in JustGrants.

#### **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.

#### **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](#).

#### **Grantee Support Plan (For Purpose Areas 1 and 2)**

For Purpose Areas 1 and 2, applicants must submit a grantee support plan (maximum two pages) that describes the proposed approach to providing TTA to OVC grantees across different solicitations/programs. Applicants should describe how they will leverage existing training and resources, such as OVC's foundational online training [Understanding Human Trafficking](#), and how they will coordinate efforts with other OVC-funded human trafficking TTA providers, especially those assigned to support specific OVC programs.

#### **Plan for Survivor Involvement**

Applicants must submit an attachment (maximum two pages) describing their plan for human trafficking survivor involvement in this project, whether through hiring staff with lived experience, the participation of survivor consultants, a survivor advisory board, survivor evaluation of services offered, or some other method. The plan should describe how survivor involvement will impact the implementation and budget of the project.

#### **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](https://www.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. on June 15, 2022.

The **full application** must be submitted in JustGrants by 8:59 p.m. on June 22, 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](mailto: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](mailto: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), 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 (20%) - evaluate the applicant’s understanding of the program/issue to be addressed.
2. Project Design and Implementation (30%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (25%) - 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 (5%) - 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).
6. Other (10%) - Letters of Support, Letters of Intent, and MOUs from project partners.

#### **Other Review Criteria/Factors**

Other important considerations for OVC include geographic diversity, strategic priorities (specifically including, but not limited to, the priority consideration 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 stated 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

Award recipients will be required to submit performance measure data and performance reports in JustGrants. Further guidance on the post-award submission process will be provided, if selected for award.

## Appendix A: Standards of Care Goals, Guiding Principles, and Relevant Resources

OVC and OTIP have identified five goals for the Standards of Care:

1. Seek and secure stakeholder and survivor engagement in establishing core standards for service delivery and assistance to individuals who have experienced trafficking, incorporating research and evidence-based best practices from adjacent fields.
2. Promote quality and consistency in service delivery, with a focus on the effectiveness, accessibility, and cultural, linguistic, and developmental appropriateness of services.
3. Define legal responsibility of grant-funded recipients under federal civil rights statutes and explain how organizations can demonstrate ongoing compliance with relevant statutes.
4. Provide concrete guidance on how standards should be reflected in service delivery practices, protocols, and procedures, including through a self-assessment component.
5. Facilitate continuous assessment of the application of standards by equipping organizations with tools and support to engage in ongoing evaluation and action research activities.

The Standards of Care will be directed by the following guiding principles:

- Adopt a systematic, data-driven approach to SOC development, incorporating research and evidence base, including from related fields.
- Prioritize a victim-centered/person-centered, trauma-informed approach to development, implementation, and assessment of standards.
- Seek input from a broad range of stakeholders, including individuals currently receiving services, survivor leaders, researchers, and federal funding recipients.
- Integrate diversity, equity, inclusion, and accessibility throughout the initiative.
- Ensure that standards of care are developmentally appropriate, consider the two-generation/whole-family approach, and reflect special considerations and reporting requirements related to serving minors.

OVC and OTIP expect applicants to propose approaches that will intentionally build on existing models, standards, and frameworks, and learn from international and state-level efforts to develop standards for care for trafficking survivors. Specifically, applicants should consider how to leverage the following resources, among others:

- The OVC [Model Standards for Serving Victims and Survivors of Crime](#);
- The National Human Trafficking Training and Technical Assistance Center's [Core Competencies for Human Trafficking Response in Health Care and Behavioral Health Systems](#);

- The [National Standards for Culturally and Linguistically Appropriate Services in Health and Health Care](#) from the Office of Minority Health at HHS; and
- The [Concept of Trauma and Guidance for a Trauma-Informed Approach](#) from the Substance Abuse and Mental Health Services Administration (SAMHSA) at HHS.

## Application Checklist

### OVC FY 2022 Human Trafficking Training and Technical Assistance Program

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 \$900,000
  - Under Purpose Area 2: up to \$1,000,000
  - Under Purpose Area 3: up to \$1,200,000

#### Review Eligibility Requirement:

- The following entities are eligible to apply:
  - For profit organizations other than small businesses
  - 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,
  - Private institutions of higher education
  - Public and State controlled institutions of higher education
  - Small businesses

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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 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.

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (web-based Form)

**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:**

- Service Partner Memoranda of Understanding (MOUs), Letters of Intent, and Subcontracts/Subgrants
- Position Descriptions and Resumes
- Grantee Support Plan (for Purpose Areas 1 and 2)
- Plan for Survivor Involvement
- 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 error notifications are received:*

- Contact the JustGrants Service Desk at 833-872-5175 or [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) regarding technical difficulties