



Helping Crime Survivors Find Their Justice

Fiscal Year 2023 OVC Tribal Set-Aside Formula Program Kickoff Call

Thank you for joining. We will begin shortly.

Housekeeping Items



- **Q&A** - Please enter your questions into the Q&A feature at the bottom of your screen



- **Chat** - Please use the chat feature to communicate with the moderator, the speakers, and the other participants



- **CC** - Please click on the CC icon to view closed captioning during this session



- Need tech support? Email support@t-vstta.org

OVC Presenters



Yolanda Curtis Gibson



Jessica Andrew



Dawn Hill



Alexis Polen

Polling Question #1



What is your role under the FY 2023 TVSSA Award?

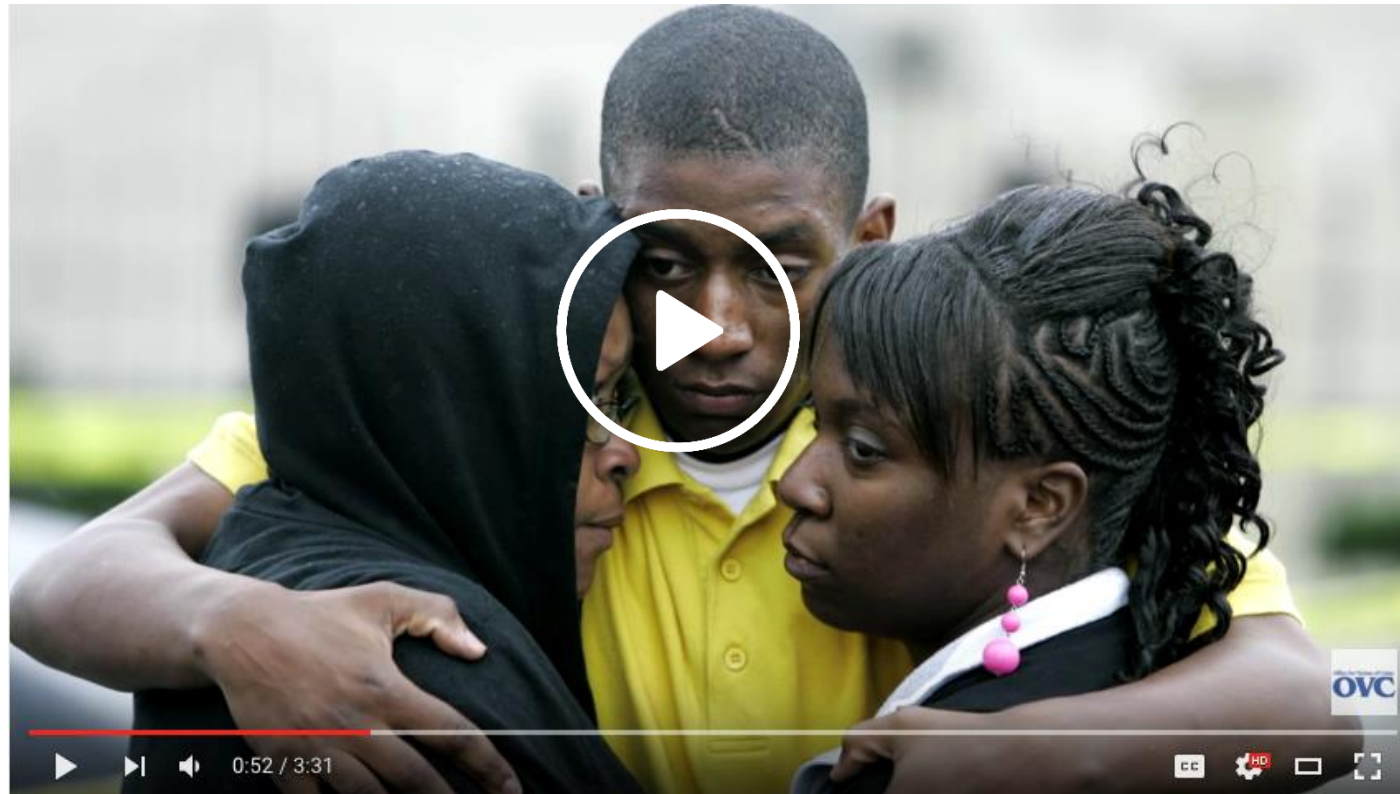
- Victim Service Director/Coordinator
- Victim Advocate
- Accountant
- Grants Officer or Grant Writer
- Financial Officer or Accountant
- Other

Today's Goal and Learning Objectives



- Gain a greater understanding of OVC's mission
- Identify your key grant documents
- Understand the terms and conditions of your award, including reporting responsibilities
- Recognize your obligation to comply with federal requirements
- Become familiar with available resources

What is the Office for Victims of Crime?



OVC Programs



Tribal Division Initiatives

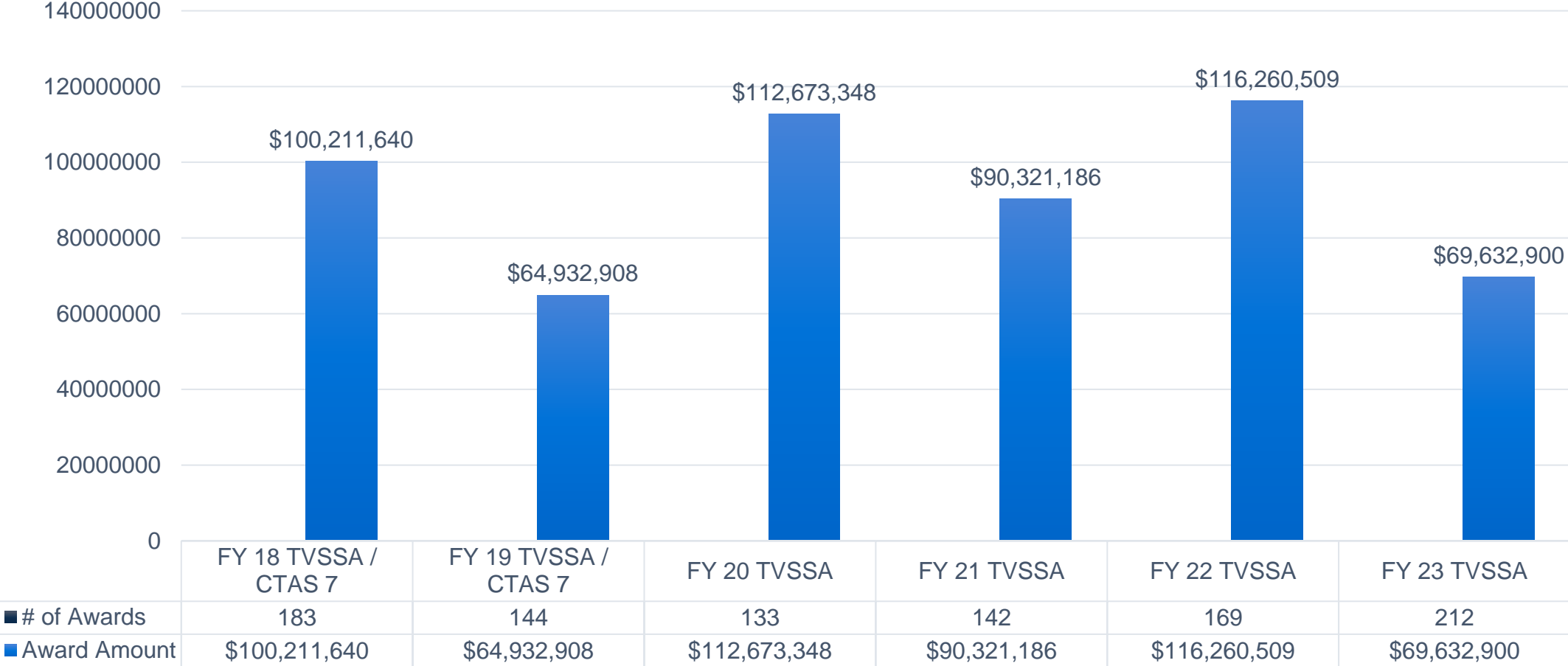
- Tribal Victim Services Set-Aside Formula Program (*noncompetitive*)
- Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area 6: Children's Justice Act
- Developing Future Victim Specialists in American Indian and Native Alaska Communities
- Project Beacon: Increasing Services for Urban American Indian and Alaska Native Victims of Sex Trafficking
- Microgrant Initiative
- Training & Technical Assistance for Tribes (contracts)



To learn more please visit:

<https://ovc.ojp.gov/program/tribal/ovc-support-for-tribal-communities>

TVSSA GRANT Funding History (FY 18 – 23)



FY 2023 TVSSA Program Overview

OVC's FY 2023 Tribal Victim Services Set-Aside (TVSSA) Formula Grant Program provides support to tribal communities to enhance services for victims of crime through activities that address the needs of a wide variety of crime victims in tribal communities.

Allowable activities and costs may include, but are not limited to:

- Direct services to victims of crime;
- Needs assessment strategic planning;
- Program implementation – implementing victim service programs based on the documented victim assistance needs of the community;
- Program expansion – including:
 - expanding types of services provided to victims,
 - expanding populations served, and/or
 - expanding the types of crime addressed

FY 2023 TVSSA Award Information



Total Awards: 212



Minimum award: \$251,383



Maximum award: \$1,000,000



Period of Performance start date:
October 1, 2023, or January 1, 2024



Period of Performance duration:
Up to 5 years (60 months)

Focus Areas Under the TVSSA Program

OVC funds must be used to support victims of crime. Some examples include (but aren't limited to):

Sexual Assault Program

Serving Male Survivors
of Crime

Comprehensive Victim
Assistance Program

Responding to Missing
and Murdered Indigenous
Person

Vulnerable Adults and
Elder Abuse Program

Law Enforcement Based
Victim Advocacy

Assisting Victims of
Financial Abuse and
Exploitation

Child Abuse Programs
including Child Advocacy
Center

Civil Legal Assistance for
Crime Victims

Examples of Allowable and Unallowable Activities

Examples of Allowable and Unallowable Costs

A. Personnel		
<p>Personnel Costs: Award funds may be used to pay the salary for full- and part-time employees who will spend their time and effort providing services to victims of crime. See DOJ Grants Financial Guide (3.9 Allowable Costs, Compensation for Personal Services) and 2 C.F.R. § 200.430.</p> <p>Note: Recipients must track staff time spent on grant activities. Time not spent on grant-related activities (i.e., not allocable to the grant) may not be charged to grant funds.</p> <p><u>Example:</u></p> <ul style="list-style-type: none"> ○ If the Executive Director is expected to spend only 30% of their time on grant activities, salary for the position should be budgeted at 30% of annual salary. ○ The recipient must keep documentation (e.g., timesheets) that show the Executive Director's time spent on grant activities, and this documentation must be consistent with the amount of grant funds obligated, expended, and drawn down for those activities. ○ If the Executive Director ends up spending only 20% of their time on grant activities, the grantee may only obligate, expend, and draw down funds commensurate with that, and not the full 30% budgeted. 		
Cost Category	Allowable Cost Examples	Unallowable Cost Examples
Personnel	<p style="text-align: center;"><u>Types of Costs</u></p> <ul style="list-style-type: none"> • Salary – Compensation paid must be reasonable and consistent with that paid for similar work in the organization. • Annual cost-of-living increases/COLA. • Performance-based bonuses (incentive compensation) – to the extent that overall compensation is reasonable, and bonuses are consistent with a pre-existing employment agreement or grantee policy. 2 C.F.R. 200.430(f). <p style="text-align: center;"><u>Types of Positions</u></p> <ul style="list-style-type: none"> • Victim advocates, coordinators, specialists, etc. – professionals trained to support crime victims (e.g., counsel victims, offer emotional support, provide information, accompany victims, staff crisis hotlines, run support groups). • Case managers – provide follow up care and identify, coordinate, and link victims to services. • Program coordinators – personnel who lead multidisciplinary team efforts, for example, Sexual 	<ul style="list-style-type: none"> • Time not allocable to grant activities. • Personnel activities that include: <ul style="list-style-type: none"> ○ Fundraising. Grant-funded personnel performing fundraising activities may not charge time/effort spent on those fundraising activities (e.g., coordinating/organizing fundraising) to the award. ○ Lobbying or advocacy activities with respect to legislation or to administrative changes to regulations or administrative policy (cf. 18 U.S.C. §1913), whether conducted directly or indirectly. ○ Offender services not related to victimization. ○ Investigation, prosecution, court, and corrections personnel, such as law enforcement officers, criminal investigations, prosecutors, pre-trial services officers, probation officers, judges, clerks, and court administrators. (This does not preclude an investigation, prosecution, court, or

Unallowable Costs under FY 2023 TVSSA



TVSSA funds cannot be used to pay for costs associated with:

- Activities not related to victim services.
- Costs associated with law enforcement or prosecution personnel or activities.
- Food, beverages, meals, or refreshments for meetings, conferences, or trainings.
- Lobbying, fundraising activities, and legal services for criminal defense.

Core Deliverables



DELIVERABLES

Core deliverables include reports and documentation, as required by law.

- Semiannual Progress Reports
- Quarterly Financial Reports
- Quarterly Performance Measurement Data
- Submission and Clearance of Proposed Project Budget
- Current Indirect Cost Rate, and Lobbying Certification

Deliverables that align with the Project

Examples may include:

- Needs Assessment, Logic Model and a Strategic Plan
- Policies and Procedures
- Items for dissemination such as publications, communications, and curricula



When you're ready, have a conversation with your Grant Manager or TA specialist to discuss the deliverables you've outlined in your Application.

What type of projects were funded in FY 2023?

Examples of New Projects



- Create a Children's Victim Assistance Program
- Develop a Healing through the Arts project to provide programming that harnesses the therapeutic power of the arts, including Alaska Native arts and crafts.

Examples of Program Expansion

- Establish a shelter for crime victims.
- Provide therapeutic services for victims of domestic violence.
- Enhance outreach for crime victims' well-being.
- Hire recovery coaches for those affected by substance misuse and drug use.
- Add and develop response protocols for Missing and Murdered Indigenous Persons.

Examples of Projects Funded in Alaska

The funding will be used to support the following initiatives in rural native villages:

- Conduct a needs assessment and create a strategic plan.
- Enhance shelter spaces to offer victims of crime opportunities to learn traditional cultural practices and heal from trauma.
- Organize healing gatherings with traditional healers for men, women, and youth.
- Plan and implement a Trauma Symposium for tribal consortium members.



Examples of Projects Focusing on Training and/or Technical Assistance

- Provide professional development for victim service staff.
- Develop an educational program to identify human trafficking red flags.
- Organize a strangulation training conference for professionals who work with victims of domestic violence and sexual assault.
- Develop response protocols for missing and murdered Indigenous persons.



Examples of Construction and Renovation Projects

Examples include:

- Purchase and installation of a modular building to house the victim service program.
- Supplement the FY 2022 TVSSA construction projects.
- Renovation of the Family Advocacy Center (FAC) to accommodate more staff offices.
- Construct an area of tiny homes (modular buildings) that will serve as temporary shelter for male victims of crime.
- Establish a domestic violence shelter through the renovation of an existing building close to the Victim Services program, to allow victims to access safe shelter and receive services.





Let's pause
for questions.

Polling Question #2

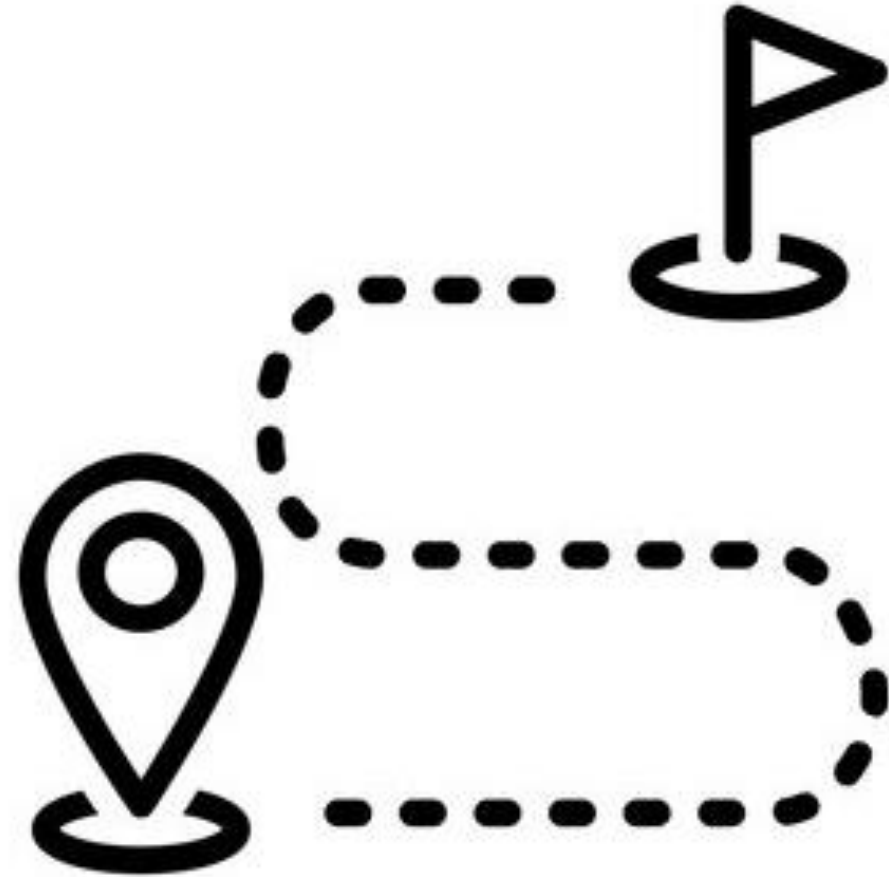


Which aspect of the Tribal Set-Aside Program would you like to learn more about? *(Select all that apply, in order of priority)*

1. How funds are distributed
2. Examples of various projects
3. Examples of costs covered by these programs
4. Allowable and unallowable costs
5. Other (please specify in the chat)

Getting Started

- Access and accept the award in JustGrants
- Review and comply with the special conditions on the award document
- Manage and implement the project according to the grant terms and conditions
- Submit all required financial, programmatic, and performance measure reports
- Complete all deliverables as stated in your application, the solicitation, and in your award special conditions



Role of the Grantee

As a grantee, you have several responsibilities that you need to fulfill. These include:

- Accessing and accepting the award in JustGrants
- Reviewing and complying with the award conditions mentioned in the award document
- Reaching out to your Grant Manager in case of doubts or concerns
- Managing and implementing the project according to the grant terms and conditions

Your Support System

Grant Manager

T-VSTTA

TFMC

The Clark Group

Blue Trident

Meet Your OVC Grant Managers



Kimberly Woodard



Tanya Miller



Barbara "Bonnie"
Robertson



Yolanda Curtis
Gibson



Jessica Andrew



Mary Atlas
Terry



Carmen
Santiago - Roberts



Lori Gardner



Ramesa Pitts



Jenny Stancell



Dawn Hill



Alexis Polen

Role of the OVC Grant Manager

Grant Managers are responsible for overseeing the entire lifecycle of a grant.

Their roles include:

- Connecting grantees to the right tools and resources to successfully manage their award(s)
- Monitoring award compliance
- Monitoring award progress
- Performing desk reviews and site visits
- Reviewing and approving modifications to the award
- Providing additional direction and oversight as needed

Your Training and Technical Assistance (TTA) Support Team



OVC TFMC: Your Grants Financial Management Partner

Individualized TTA for OVC TVSSA Grantees

TFMC provides grantees with **individualized financial assistance** to support grant compliance and optimal grant management

- ◆ Grantees participate in **virtual or onsite** based on need and/or convenience for the grantee
- ◆ TFMC specialists **build relationships** with grantees throughout the life cycle of their award
- ◆ Topic specific tools and resources to support grantees with grants financial management



“The TTA took us through the entire process step by step and made certain that we understood how successfully to meet our obligations and needs.”

TA Recipient





- ◆ Budgets
- ◆ Addressing award conditions
- ◆ Grant Award Modifications (GAMs)
- ◆ Support with financial reporting requirements of OVC awards
- ◆ Comprehensive review of financial policies and procedures
- ◆ Recommendations for enhancements to financial practices in alignment with OJP grants management requirements
- ◆ Assistance with JustGrants and ASAP platforms
- ◆ Preparing for desk reviews and site visits
- ◆ Re-allocating funds to meet project goals/pacing to project timeline
- ◆ And more...



TFMC Provides Seamless Coordination for Grantees



- ◆ **Regular check-in sessions** with the Grant Manager, TFMC and programmatic TA provider to discuss status and solutions when challenges arise
- ◆ **Ongoing communication** between the Grantee, Grant Manager and the assigned TFMC support team to coordinate financial management TA plan implementation
- ◆ **Top requested TA needs** include budget modifications, project period extensions requests, and GAMs



“Phenomenal customer service. Well done in every way.”

Grantee

Programmatic Technical Assistance



T-VSTTA is a capacity-building program providing tailored, hands-on training and technical assistance to victim service providers in American Indian and Alaska Native (AI/AN) communities.

With over 100 years of experience in victim services, the T-VSTTA team meets each grantee where they are, working together to build upon the resilience within AI/AN communities. We—

- Offer victim-centered, trauma-informed support.
- Use the healing process as a touchstone.
- Deliver high-quality, culturally relevant resources, training, and gatherings.
- Ground service offerings in an understanding of sovereignty and history.
- Make it easier for grantees to develop victim services programs.

How T-VSTTA Can Support You

Ways to Connect

- Virtual and Onsite Intensive Assistance
- Coaching Sessions
- Office Hours
- Talking Circles
- Gatherings (meetings and conferences)
- Peer Learning
- Community of Care Workshops

More intensive assistance includes developing customized plans to evaluate and meet program requirements (e.g., staff training and developing collaborative partnerships).

Types of Support

- Victim Services Development
- Capacity Building
- Partnership Development
- Grant Navigation
- Program Sustainability



Email: Support@t-vstta.org

Phone: 833-887-8820



Helping Crime Survivors Find Their Justice

The Clark Group LLC

- TCG supports OVC with National Environmental Policy Act (NEPA) and related environmental and historic preservation compliance requirements for individual grant projects.
- Support includes outreach and technical assistance to grantees in processing NEPA compliance for individual grant projects, development of project-specific environmental assessments, and coordination and development of Endangered Species Act Section 7 and National Historic Preservation Act Section 106 consultations in support of project reviews.
- Contact information: <https://clarkgroupllc.com>; info@clarkgroupllc.com; 802-917-0584.

Blue Trident LLC

- Blue Trident provides construction project management assistance to grantees for renovation, expansion, permanent modular, and new construction (where permitted) tribal victim services facility projects.
- Support includes, but is not limited to, assistance with site planning, construction budget development, construction project timelines, and review of proposed construction/renovation plans to ensure the project is viable and meets both DOJ and construction industry standards.
- Contact information: <http://blue-trident.com>; meghan.rhodus@blue-trident.com; 619- 847-0370.

Understanding Your Award Conditions

Before We Start...



There are things you need to know—

The Award Conditions and language mentioned during this webinar are specific to the **FY 2023 TVSSA Solicitation**.

If you have project-specific questions regarding award conditions, **please contact your OVC Grant Program Manager**.

Polling Question #3

Have you reviewed your FY 2023 TVSSA award conditions?

- Yes, I have reviewed them.
- No, I have not reviewed them yet.
- No, I was not sure where to find the information.
- I'm not sure.

What is an Award Condition?

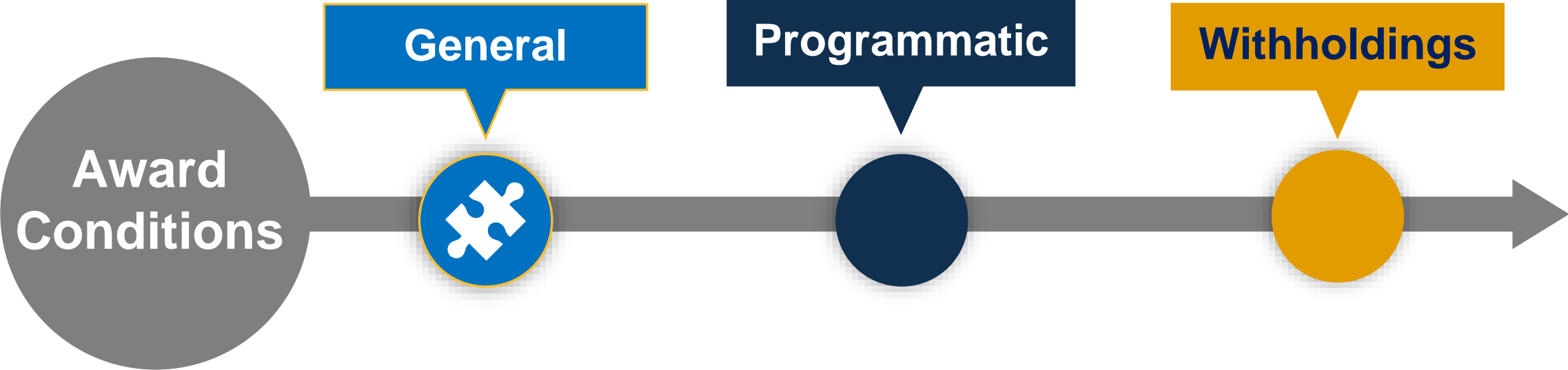
Award Conditions are terms and conditions outlined in your grant award package.

The screenshot shows a web application interface with a navigation menu. At the top, there are two tabs: 'Funded Award Information' (which is underlined) and 'Audit'. Below the tabs, there is a horizontal menu with five items: 'Award Package' (underlined), 'Award Conditions', 'Award Details', 'Award Attachments', and 'Performance Management'. Below this menu is a list of expandable items: '> Award Letter', '> Award Information', '> Project Information', '> Financial Information', and '∨ Award Conditions'. A large dark blue arrow points from the right towards the 'Award Conditions' item, with the text 'Select Award Conditions' written inside the arrow.

Award Conditions – Active vs. Removable

- **Removable** — Other conditions can be “removed” when they are met or if the requirement is no longer applicable.
 - Note: Some removable conditions “withhold funds” until satisfied.
- **Active** — Some conditions remain “active” throughout your project period.
- Read your award package, check in JustGrants, and talk to your OVC grant manager!
- At grant closeout, you must certify that all conditions were met.

Award Condition Overview



Want a deeper dive?



"General Conditions" for OJP Awards in FY 2023

June 22, 2023

OJP expects that all (or virtually all) awards made in FY 2023 will include all of the award conditions set out below.

Individual awards typically also will include additional award conditions. Those additional conditions may relate to the particular statute, program, or solicitation under which the award is made; to the substance of the funded application; to the recipient's performance under other federal awards; to the recipient's legal status (e.g., as a for-profit entity); or to other pertinent considerations.

Applicant Resources

Opportunities & Awards

Recipient Resources

Become an OJP Peer Reviewer

To learn more about General Conditions for OJP Awards in FY 23, please visit:

<https://www.ojp.gov/funding/explore/legaloverview2023/mandatorytermsconditions>

General Condition: Applicability of Part 200 Uniform Requirements

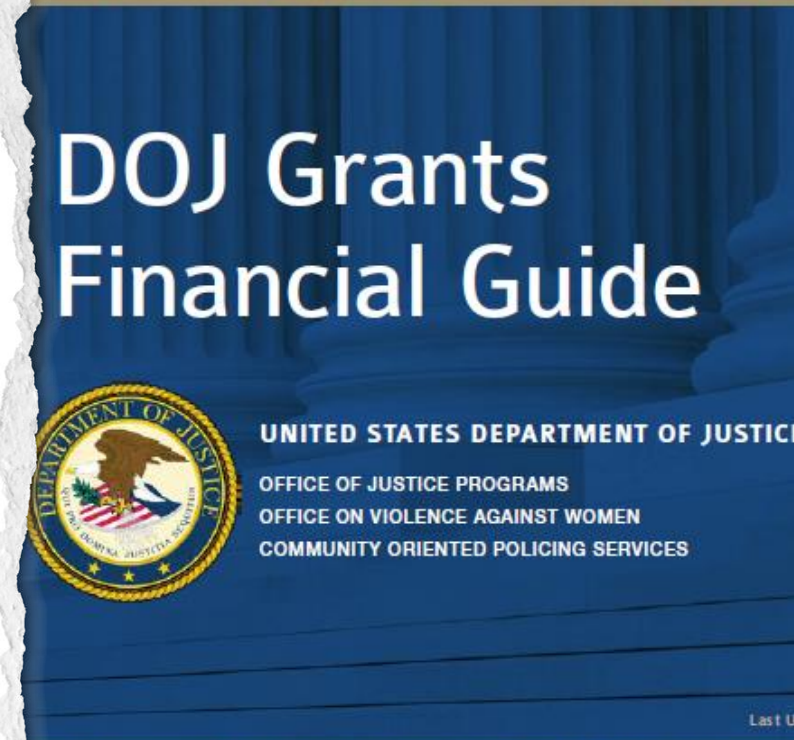
Uniform Guidance includes provisions to—

- Eliminate duplicative and conflicting guidance
- Increase accountability standards for non-federal entities
- Promote the efficient use of information technology
- Provide for the consistent and transparent treatment of costs
- Support key policy reforms surrounding allowable costs
- Strengthen oversight of federal awards

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>

DOJ Grants Financial Guide

- The recipient agrees to comply with the *DOJ Grants Financial Guide*.
- Reference for all grant financial concerns and 2 C.F.R. Part 200 “Uniform Administrative Requirements”
- This should be your **first stop** for Grant Financial Management questions!
- Available at: <http://ojp.gov/financialguide/DOJ/index.htm>



General Condition: Reporting of Potentially Duplicative Federal Funding

If the recipient has other active awards of federal funds, the recipient must determine whether funds from any of those other awards **have been, are being, or are to be used** (in whole or in part) for one or more of the identical cost items for which funds are provided under the award.

If needed, the recipient should—

1. Contact the assigned grant manager; and
2. Submit a budget-modification or change-of-project-scope (grant award modification) to eliminate any inappropriate duplication of funding.

DO NOT DUPLICATE

General Condition: Required Financial Management Training

Who: JustGrants grant award administrator and all financial managers

When: Training must be completed within 120 days after the date of award acceptance AND within 120 days of a POC change.

How Often: Must complete every 3 years!*

*Successful completion of the training on or after October 15, 2021, will satisfy this condition.

The screenshot shows the U.S. Department of Justice Office of Justice Programs website. The main heading is "OJP Grants Financial Management and Grant Administration Training". Below the heading, there is a paragraph explaining that the Office of Justice Programs offers financial management training for award recipients. A sub-heading "DOJ Grants Financial Management Online Training" is followed by a paragraph stating the training is designed for individuals responsible for the financial administration of discretionary and/or formula grants. A bulleted list includes: Office of Justice Programs, Office of Community Oriented Policing Services, and Office on Violence Against Women. A final paragraph states that the training emphasizes the basics of federal grants management and is similar to seminars hosted by the DOJ Office of the Chief Financial Officer each year. It also mentions that the training can be completed from a desktop and lists prerequisites for taking the online training.

The screenshot shows the login page for the "U.S. Department of Justice Online Grants Financial Management Training". The page features a "Log in" section with a "Username / email" input field, a "Password" input field, and a "Remember username" checkbox. A "Log in" button is located below the password field. The page also includes a "Home" link and a "Log in to the site" link.

General Condition: Required Financial Management Training Options

Here are three different options to satisfy the condition:

1. **Independently** complete the DOJ Grants Financial Management Online Training, which can be done from your desktop and takes 16-20 hours.
2. **Attend** the two-day DOJ Financial Management Training Seminar in-person.
3. **Participate** in the TFMC (Tribal Grants Financial management) Training – 5 consecutive weeks of one-hour live virtual sessions with activities in a learning management system (LMS).

Polling Question # 4



If you have not completed the Financial Management Training in the last three years, how do you want to take it?

- Independently complete the online course
- Attend one of the OJP in-person training sessions
- Participate in TFMC's 5-series virtual course

General Condition: Prohibited Conduct Related to Trafficking in Persons

EVERYONE (recipient, and any subrecipients at **ANY TIER**) must report any conduct related to trafficking in persons.

For more information
visit: [https://www.ojp.gov/funding/explore/prohibited
conduct-trafficking](https://www.ojp.gov/funding/explore/prohibited-conduct-trafficking)



General Condition: Award Requirements; Remedies for Noncompliance or for Materially False Statements

Any materially false, fictitious, or fraudulent statement to the federal government related to the award (or concealment or omission of a material fact) **may be the subject of criminal prosecution and also may lead to imposition of civil penalties and administrative remedies for false claims** or otherwise.



KNOW and **FOLLOW** all award conditions (award requirements) outlined in the award package.



OJP may **withhold award funds, disallow costs, or suspend or terminate the award** if one or more of these award requirements are not followed.

General Condition: Audits — Effects of Failure to Address Audit Issues

DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements if the recipient **does not satisfactorily and promptly address outstanding issues** that arise in connection with audits, investigations, or reviews of DOJ awards.

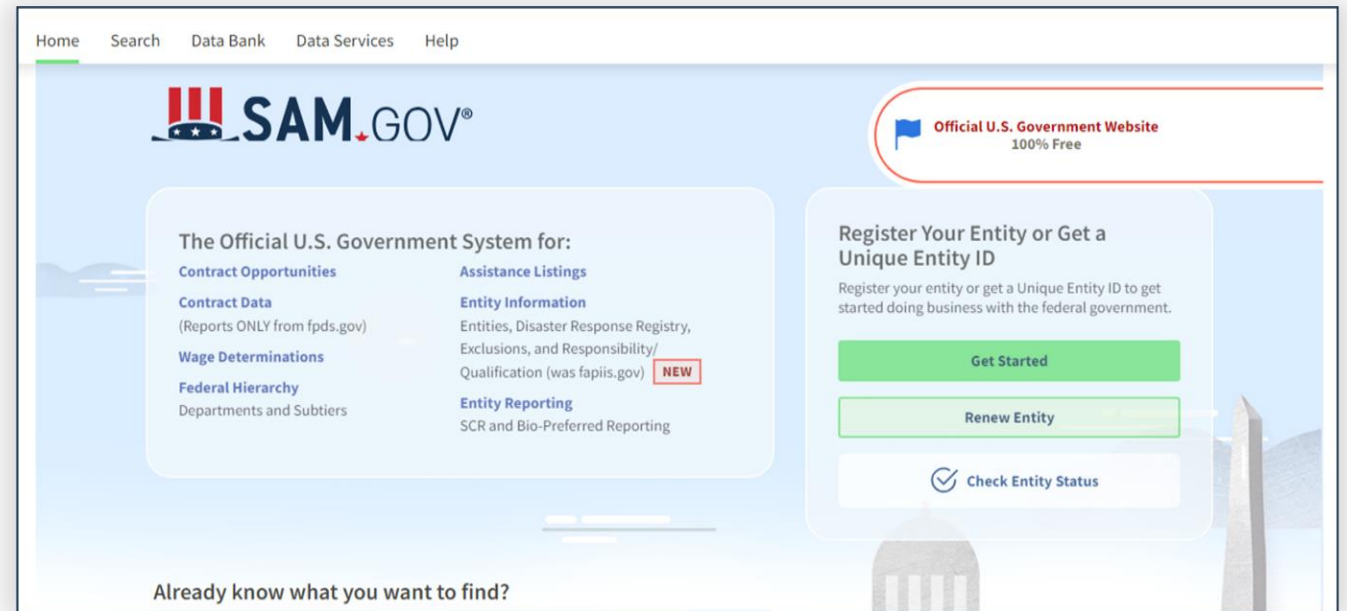


The missing piece to MOST audits is **TRACKING** and **FOLLOW UP**

General Condition: System for Award Management and Universal Identifier Requirements

The System for Award Management (SAM) is an official website of the U.S. Government. Award recipients must—

- Register to do business with the U.S. Government
- Update or renew your entity registration annually



General Condition: Civil Rights and Nondiscrimination Compliance

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination —28 C.F.R. Parts 38, 42, and 54

NO discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice and sex in certain "education programs."

General Condition: Grant Reporting Responsibilities

Performance Measures Reporting

- Quarterly reporting in the PMT
- Due within 30 days of each quarter

Progress Report

- Semiannual reporting in JustGrants
- Due January 30 and July 30

Financial Status Report

- Quarterly reporting
- Due within 30 days of each quarter

Final Report

- Due no later than 120 days after the award end date

Funds will be automatically frozen if you fail to submit your report by the deadline.

General Condition: Determination of Suitability to Interact with Participating Minors

Grantees should have the following on file to satisfy this requirement:

1. Written Determination of the individual's suitability to interact with minors.
2. Documentation that the following registries were checked:
3. Documentation that the background checks were completed.
4. Documentation that the written determination (along steps 2 and 3) is reviewed and updated every five years.

For more information, please visit the OJP website at <https://ojp.gov/funding/Explore/Interact-Minors.htm>. It outlines the requirement that suitability must be determined in advance for certain individuals who may interact with participating minors.

General Condition: High Risk Designation



Award Conditions or restrictions may include—

- Payment on a reimbursement basis;
- Requiring additional, more detailed financial reports;
- Additional project monitoring;
- Less notice of monitoring;
- Requiring the grantee or subgrantee to obtain technical or management assistance; or
- Establishing additional prior approvals.

General Condition: May Not Restrict Reporting of Fraud, Waste, and Abuse to Federal Government

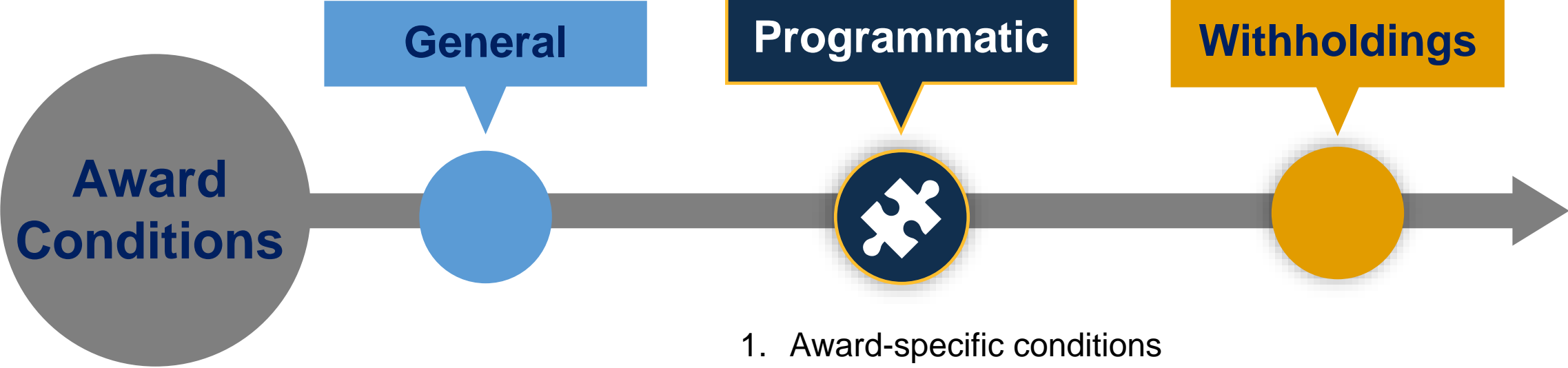
No recipient or subrecipient ("subgrantee") may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.



Potential fraud, waste, abuse, or misconduct involving or relating to DOJ funds under an award should be reported to the Office of the Inspector General (OIG) by the DOJ OIG hotline: 800-869-4499 (phone). Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

Programmatic Award Conditions

Award Conditions



1. Award-specific conditions
2. Active through the life of the award

Programmatic Condition: Access Rights



The recipient authorizes OJP **access to** and **the right** to examine all records, books, papers, or documents related to this grant.

Programmatic Condition: Grantee Fails to Initiate Activity

OVC reserves the right to take appropriate action in instances when the grantee **fails to initiate activity** on the grant or misses multiple time task deadlines.

OVC action may include, but is not limited to, termination or suspension of the grant.

Programmatic Condition: Confidentiality Policies and Procedures

- Must have written policies and procedures documenting:
 - How you will maintain confidentiality of victim names, addresses, telephone numbers, and other identifying information
 - Procedures for information sharing among partners
- Must submit a signed written certification that data privacy and sharing protocols comport with confidentiality and privacy rights to your OVC grant manager.

Programmatic Condition: Consultant Rates

Not to exceed \$650 per day or \$81.25 per hour.

Written Prior Approval must be obtained for some costs specified in 2 C.F.R. Part 200

- Compensation for consultant services in excess of the grant-making component's maximum hourly or daily rate for an 8-hour day – currently **\$650.00** or **\$81.25** per hour.
- An 8-hour day may include preparation, evaluation, and travel time in addition to the time required for actual performance.
- Please note, however, that this does not mean that the rate can or should be the maximum limit for all consultants.

Programmatic Condition: Prior Approval

Some costs require prior written approval (as specified in 2 C.F.R. § 200.47 and discussed in the DOJ Grants Financial Guide, Chapter 3.6: Costs Requiring Prior Approval).

Examples of costs that require prior approval include—

- Compensation for consultant services in excess of the current OJP consultant rate maximum limit
- Sole source procurements in excess of \$250,000 (limited use)
- Publication plans
- Purchase of Automatic Data Processing equipment and software
- Costs incurred prior to the date of the subaward period

Programmatic Condition: NEPA for Construction/ Renovation Projects

- All construction/renovation projects are required to comply with the National Environmental Policy Act (NEPA).
- NEPA requires federal agencies to consider the effects that a proposed action (including awarding grants) may have on the environment and any related social and economic effects.
- OVC has hired a contractor to work with you to ensure your project complies with NEPA and any related environmental laws.

Programmatic Conditions: Additional SCs for Construction/Renovation Projects

- In addition to NEPA, there are 4 additional special conditions that apply to grants doing construction/renovation projects— project feasibility, project insurance, real property reporting, and project cost overruns.
- Additional information on these special conditions and what you must do to ensure compliance will be provided at the upcoming Construction Project Webinar.

Upcoming Events – Construction Grantees



Construction Project Webinar

Who Should Attend: Grantees who proposed renovation/construction in their applications.

When: Tuesday, November 28, 2023

Time: 1:00-3:00 pm ET

Link: TBD



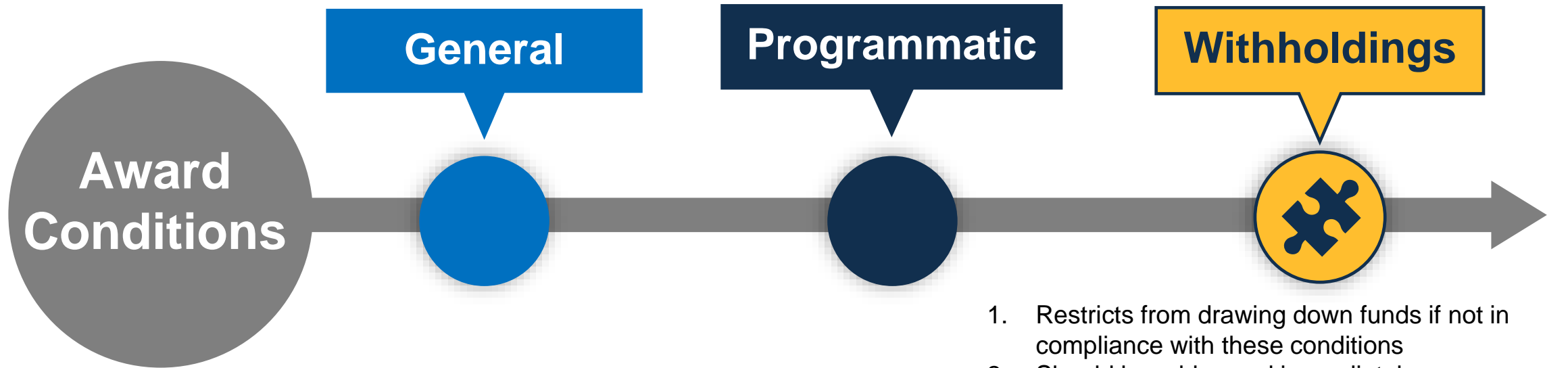
Let's pause
for questions.

Withholding Award Conditions



Helping Crime Survivors Find Their Justice

Award Conditions- Withholding



1. Restricts from drawing down funds if not in compliance with these conditions
2. Should be addressed immediately
3. May be added when information is missing from the application

Screenshot of JustGrants – Funding Balance and Availability Tab

Award Package	Award Conditions	Award Details	Award Attachments	Performance Management	<u>Funding Balance and Availability</u>	Federal Financial Report (FFR)	Grant Award Modification (GAM)	Monitoring	Closeout
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Suspensions

Description	Date	Comments
Expired SAM registration	06/05/2023	

Holds

Description	Amount	Date	Comments
Award Condition Number 39	\$347,240.00	01/30/2023	
Award Condition Number 40	\$347,240.00	01/30/2023	
Award Condition Number 41	\$312,516.00	01/30/2023	
Award Condition Number 42	\$347,240.00	01/30/2023	

[Print Funding Balance and Availability](#)

Financial Withholding: Conditional Clearance

€ If your budget is still under review by OCFO, you can only obligate, expend, or draw down funds up to 10%.



Prior to final budget clearance, OCFO may change request your budget for revisions or clarification of expenses.



Before uploading the revised budget in JustGrants, it is highly recommended to address all issues identified by OCFO and ensure the budget is free of mathematical errors and totals the **exact amount** of your award.



Email a copy of your revised budget to your Grant Manager for review.

Financial Withholding: Indirect Costs

Indirect Costs: Withholding for indirect costs — version 2 — for awards with a conditional budget clearance (OCFO)

To address this condition—

- Email a copy of your new Indirect Cost Agreement to your assigned grant manager!
- If your rate has changed (increased or decreased) you will need to submit a budget modification GAM.

Withholdings Condition: Single Audit [as applicable]

The Federal Audit Clearinghouse requires all grant recipients (expend over \$750K in one year) to submit form SF-SAC and the Single Audit Report package online using the Internet Data Entry System (IDES): <https://harvester.census.gov/facides/account/login.aspx>



For questions about submissions, call 800–253–0696 or email govs.fac@census.gov

Financial Withholding: Award Conditions [as applicable]

Disclosure of Pending Applications

Financial Management Training

Missing SF-LL Lobbying Form

No Valid UEI Number

Program Strategy/Budget

Expired SAMs Claim Number



Let's pause
for questions.

How to Satisfy a Withholding Award Condition

1. Take Action:

Email the required documents to your OVC grant manager!

2. Removal of the Withholding Award Condition:

Only your OVC grant manager can submit a GAM to retire a Withholding Award Condition.

3. Notification of Withholding Award Condition Removal:

The POCS in JustGrants will receive an automated notification once the condition has been removed. This may take several days to weeks depending on the condition.

Accept (or Decline) the Award

It is crucial to respond to award notifications within 45 days by either accepting or declining the award.

Status of the FY 2023 TVSSA Award Acceptances

Awards Accepted (No action needed)	106
Awards Pending Acceptance Action REQUIRED	106



[Register](#) for the JustGrants Award Acceptance Training webinars, held every Thursday from 2:00 to 3:00 p.m. ET.

How to Accept the Award in JustGrants

To accept an award in JustGrants, the Authorized Representative will need to —

1. sign in to JustGrants.
2. select an award from My Worklist.
3. open and accept the information for each tab of the Award Package page.
4. click Accept. *(After the Authorized Representative clicks Accept, the system will display a banner indicating that the award has been accepted.)*

Budget Approval Process

1. If your budget is still under review by OCFO, you cannot obligate, expend, or draw down funds.
2. Prior to final budget clearance, OCFO may change request your budget for revisions or clarification of expenses.
3. Before uploading the revised budget in JustGrants, it is highly recommended to address all issues identified by OCFO and ensure the budget is free of mathematical errors and totals the ***exact amount*** of your award.



If you need help revising your budget, please contact your assigned TA Specialist at TFMC by email TFMC@OVCTFMC.org or phone 703.462.6900.

Reports and Due Dates



Performance Measurement Reporting Systems



- **Performance Measurement Tool (PMT):** A web-based reporting system in which grantees can electronically submit qualitative and quantitative program performance data.
- **JustGrants (JG):** A grants management system that provides applicants and grantees with an end-to-end experience throughout key parts of the grants management lifecycle.

Report Types



Report Type	Definition
Quarterly Performance Measure Report	Three months of data on award activities entered in the PMT. <u>Combined with any subgrantee or partner data as applicable.</u>
Semiannual Report	This report includes quarterly data <u>and</u> narrative questions related to grantee and subgrantee activities. Narrative questions cover progress toward goals and objectives. A separate set of questions in JustGrants covering the previous 6 months and next 6 months only.
Closeout / Final Report	This report is submitted after all grant funds are expended, and aggregates quantitative and qualitative data over the life of the award.

***Report on Grant Activity** – Proposed activity implemented or executed with OVC grant funds.



Reporting Schedule: Federal Fiscal Year

Reporting Period (federal fiscal year)	Data Required in PMT	Upload to JustGrants
October 1–December 31	Due January 30: performance measures and narrative questions	Yes January 30
January 1–March 31	Due April 30: performance measures	No
April 1–June 30	Due July 30: performance measures and narrative questions	Yes July 30
July 1–September 30	Due October 30: performance measures	No
Last Reporting Period of Award	Due after end date on each award. Performance measures and closeout questions	Yes 120 days after award ends

 **Important Note:** Reporting is required each quarter even if there was no grant activity.



Performance Measurement Tool

- The PMT website address is: <https://ojpsso.ojp.gov/>.
- Each grantee will have an account created by the PMT team.
- Initial access will be granted to the organization point of contact (POC) listed in JustGrants as the Grant Award Administrator.
- The POC will receive an auto-generated email from the OVC PMT Helpdesk with login instructions.
- If the organization has other OVC awards under different programs, the profile will include a separate tab for each program. The Tribal award will be listed under the Transforming Victim Services tab.

Resources

PMT Resources



Resources in PMT or on the OVC website:

- List of all performance measures.
- User guides for the PMT system.
- Recorded trainings and webinars on PMT and performance management topics.
- Updated Performance Measure Dictionary and Terminology Resource.

i Performance Measure Dictionary and Terminology Resource [↗](#)

The [OVC Performance Measure Dictionary and Terminology Resource](#) is designed as a resource for terms used as part of OVC's performance data collection efforts. Check out this resource for standardized definitions and examples for easier reporting.

Performance Measures

How can grantees find support and resources?

© iStock/Ivan-balvan ([see reuse policy](#)).

Grantee Support and Resources [↗](#)

OVC aims to support all grantees in reporting performance measures data thoroughly and accurately. OVC provides grantees with resources, including performance measures questionnaires, solicitation maps to locate performance measures topic areas, and system user guides.

New to OVC performance reporting? [↗](#)

Start with these resources:

1. [Transforming Victims Services Performance Measure Quick Tips Guide](#)
2. [Transforming Victims Services Performance Management: Introduction Webinar](#)
3. [Victim Assistance Performance Management Quick Tips Guide](#)
4. [Victim Assistance Performance Management: Introduction Webinar](#)

Individual Support and Webinars [↗](#)

The OVC performance management team hosts individual support sessions via phone or virtual platform (WebEx) and educational webinars about grant program performance measures and PMT navigation.

Where can I find my program's performance measures?

[Victim Assistance and Compensation Grantee Performance Measures](#)

[Transforming Victim Services Grantee Performance Measures](#)

[Human Trafficking Grantee Performance Measures](#)

How are performance measures reported?

When are performance reports due?

How can grantees find support and resources?



How Can We Help?

- Contact us with questions about a specific measure.
- Schedule a “Welcome to OVC Performance Management” session for new staff or for staff turnover.
- Consider a short 30-minute session via Webex to screen share and review your reports.
- Send questions, comments, and suggestions for technical assistance to the helpdesk.



Contact Information



OVC PMT Helpdesk

Monday–Friday, 8:30 a.m.–5:00 p.m. Eastern
Toll free number: 1–844–884–2503**

Email:

ovcpmt@usdoj.gov

Website:

<https://ovc.ojp.gov/funding/performance-measures>

*** Appointments are available outside of normal business hours by request.*

JustGrants

5:00 a.m.–9:00 p.m. Eastern
Toll free number: 1–833–872–5175

Email:

justicegrants.support@usdoj.gov

Website:

<https://justicegrants.usdoj.gov/>



Which Helpdesk to Call?

PMT Tier 4 Helpdesk

- New user accounts in PMT
- Navigating or error messages in PMT
- Specific program performance measures in PMT or JustGrants



JustGrants Helpdesk

- Account creation, forgot password, roles, onboarding
- Navigation or error messages in JustGrants (e.g., how to find performance reports)
- Uploading attachments

Additional Resources and Information

Upcoming Events – Reminder to Construction Grantees

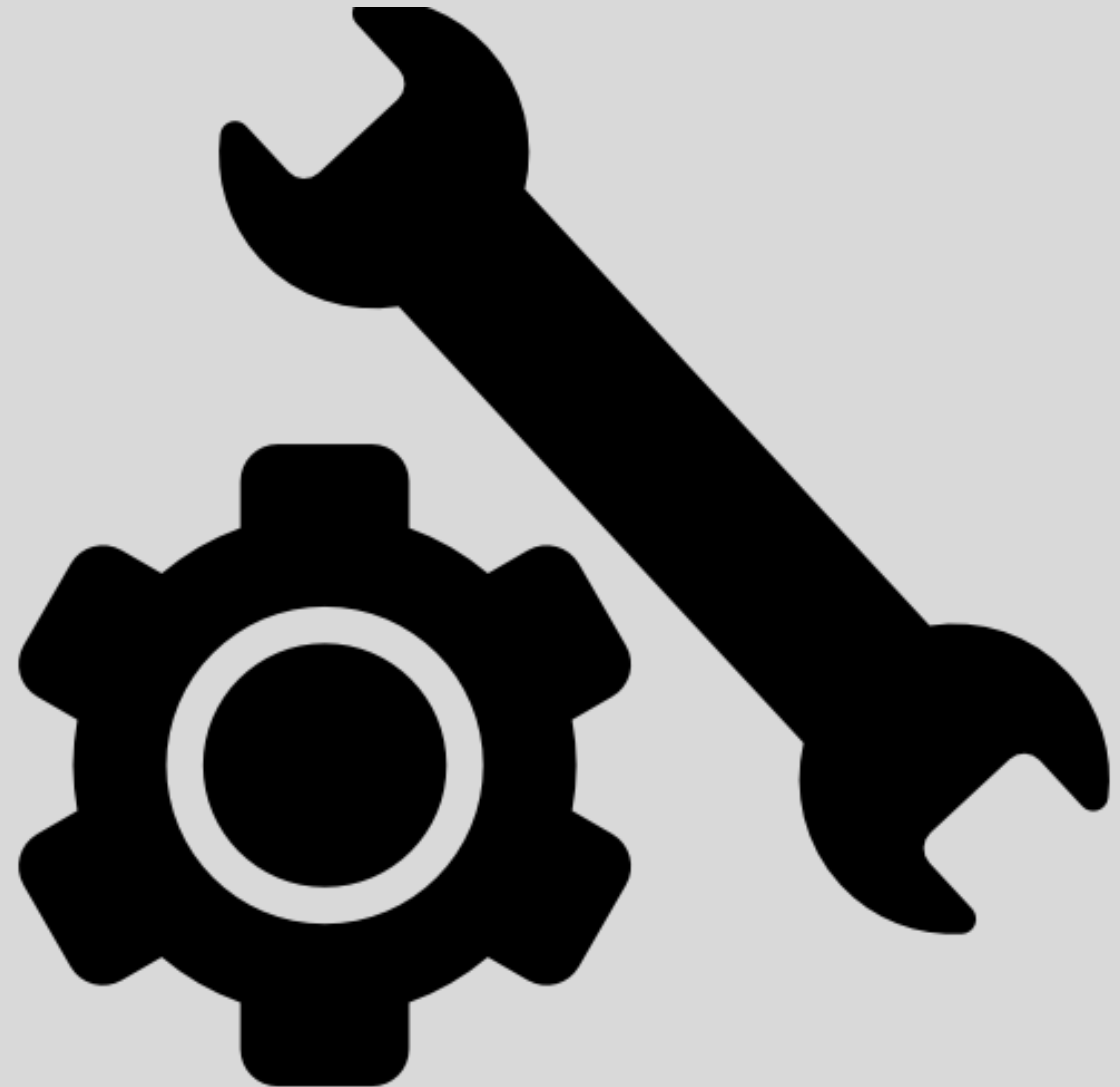
Construction Project Webinar

Who Should Attend: Grantees who proposed renovation/construction in their applications.

When: Tuesday, November 28, 2023

Time: 1:00-3:00 pm ET

Link: TBD



Upcoming Events – JustGrants Virtual Sessions



JUSTgrants
JUSTICE GRANTS SYSTEM

If you have JustGrants questions or simply want to learn more, register to attend one of the reoccurring sessions on:

- Entity Management
- Post-Award Management or
- Award Acceptance for DOJ award recipients.

To register:

<https://justicegrants.usdoj.gov/training/training-virtual-sessions#register-for-upcoming-virtual-q-a-sessions>

Upcoming Events – Programmatic Reporting Webinar

Performance Measurement Webinar



Who Should Attend: Those implementing the program and responsible for performance reporting

When: Tuesday, January 16, 2024

Time: 2:00-3:00 pm ET

Link: TBD

Upcoming Events- OVC Consultation

OVC will host a **virtual** Tribal Consultation on the Tribal Set-Aside from the Crime Victims Fund for Fiscal Year 2024 on **Wednesday, January 17th and Thursday, January 18th from 1:00–3:30 p.m. eastern time** each day.

Information about the Tribal Consultation and other upcoming events will be available soon at: <https://ovc.ojp.gov/program/tribal/tribal-victim-services-set-aside>.



Upcoming Events – Indian Nations



**The next Indian Nations conference
is tentatively scheduled for
December 2024.**

Important Websites/Resources

- **OVC Tribal Division Web Page:** <https://ovc.ojp.gov/program/tribal/tribal-victim-services-set-aside>
- **DOJ Grants Financial Guide:** <https://ojp.gov/financialguide/DOJ/index.htm>
- **System for Award Management SAM:** www.sam.gov
- **JustGrants:** <https://justicegrants.usdoj.gov/>
- **DOJ Grants Financial Management Online Training:** <https://onlinegfmt.training.ojp.gov>

Additional Resources



Visit OVC's dedicated Tribal website for up-to-date information:

- Webinars and Current Funding Opportunities;
- Fact Sheets and Frequently Asked Questions;
- Publications; and more.

Visit: www.ovc.ojp.gov/program/tribal/tribal-victim-services-set-aside

Useful Contact Information

OVC Mainline:

202-307-5983 or
OVCTribalSetAside@usdoj.gov

JustGrants Help Desk:

833-872-5175 or
JustGrants.Support@usdoj.gov

OVC PMT Help Desk:

844-884-2503 or
ovcpmt@usdoj.gov

OCFO Customer Service Center

800-458-0786 or
ask.ocfo@usdoj.gov



Helping Crime Survivors Find Their Justice

Thank You

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