

OVC FY 2021 Advancing Hospital-Based Victim Services

CFDA # 16.582

Grants.gov Solicitation Number: O-OVC-2021-16001

June 7, 2021

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



Presenter



Sharron Fletcher

Lead Victim Justice Specialist
Discretionary Programs Division
Office for Victims of Crime

Webinar Outline



1. OVC Overview and Mission
2. Breakdown of the solicitation
 - Project Purpose, Goal, and Objectives
 - Eligibility
 - Application and Award Timelines
 - Required Documents
3. Application Process
4. Questions and Answers



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



OVC Overview

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

OVC funding supports:

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



Timeline

- ❑ Solicitation Closes: **Monday, July 12, 2021**
- ❑ DOJ expects to award grants no later than **September 30, 2021**
- ❑ All project **START** dates should be on or after **October 1, 2021***



***Please Note: Successful applicants MAY NOT begin work until the budget has been reviewed and officially approved by OJP. Additional information and or restrictions may be outlined in the award package.**



Eligibility

The following entities are eligible to apply:

- City or township governments
- County governments
- For profit organizations other than small businesses
- Native American tribal governments (Federally recognized)
- Native American tribal organizations (other than Federally recognized tribal governments)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education
- Private institutions of higher education, Public and State controlled institutions of higher education
- Public housing authorities/Indian housing authorities
- State governments
- Other: “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

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

Categories



Competition ID	Category	Number of Awards	Dollar Amount for Awards	Performance Start Date	Performance Duration (Months)
C-OVC-2021-00023-PROD	Category 1: Demonstration Sites	3	\$500,000.00	10/1/2021 12:00 AM	24
C-OVC-2021-00024-PROD	Category 2: Technical Assistance Project	1	\$500,000.00	10/1/2021 12:00 AM	24

Program Description



This solicitation seeks to improve linkages between the victim services field and hospitals and other medical facilities that increase support for victims of crime, improve victim outcomes, and reduce chances of further victimization.

Goal



To support evidence-based models, practices, and policies that improve partnerships between the victim services field and hospitals and other medical facilities to increase support for crime victims. The objective of these partnerships is to provide comprehensive, coordinated, trauma-informed services and support that address the full range of victim needs.



Category 1: Demonstration Projects

- OVC encourages projects focused on responding to community violence and victims of gun violence, but potential sites may consider using hospital-based/affiliated services and other related approaches to support multiple types of victimization in their proposed projects.
- All projects supported **must** respect the decision-making independence of crime victims, support self-sufficiency; and promote victims' feelings of increased safety and well-being.

Category 1: Demonstration Projects



- Applicants should include detailed descriptions of the specific approach they will use to reach the specified type of victims and explain how the approach will improve victim outcomes.
- Applicants should also include a detailed explanation of how their program partners will assist in meeting the complex needs of the victims served.
- Services and support included in the project **do not** have to be offered at the hospital/medical facilities.

Category 1: Demonstration Projects



- Applicants **are required** to work with a local research partner to track and evaluate efforts.
- At least \$25,000 per year can be used to support the local evaluation.
- MOU or letter of intent with/from local research partner **must** be included with application.

Category 1: Proposed Activities



- Creation of trauma-informed services and support for survivors identified by program advocates, case managers, and other staff when entering hospital emergency departments and similar medical settings (i.e., urgent care facilities, clinics, etc.).
- Funding positions and training for hospital and program staff on use of screening tools and other methods used to identify victimization and trauma.
- Conducting training for medical staff on use of victim-centered, trauma-informed approaches when working with survivors in hospital settings.
- Funding partnerships to expand the network of support services available to survivors in the surrounding community that are easily accessible for survivors.
- Use of multidisciplinary teams linked to hospitals to identify and address service gaps and barriers that improve participating agency responses to victims and create a seamless network of services for survivors.





Category 1: Deliverables

- Submission of quarterly financial reports and semiannual progress reports in compliance with DOJ grant requirements.
- Participation in conferences and meetings hosted by the TA provider, OVC, and other partners, as requested by OVC.
- A final report that describes how the grantee implemented its project, including identification of project partners, areas of success, challenges faced, and lessons learned.



Category 2: Technical Assistance



- Deliver an array of TA resources and guidance supporting the demonstration sites and initiative, including:
 - providing diverse subject matter expertise and innovative assistance;
 - working with sites to engage partners and strengthen their project plans;
 - identifying and providing TA that is comprehensive, coordinated, appropriate, trauma-informed, and data-driven to reach and assist all victims; and
 - facilitating peer learning exchanges among the sites and other organizations engaged in similar work.
- Coordinate with other OVC-funded TA providers, such as OVC's Training and Technical Assistance Center and others.

Category 2: Technical Assistance



- Technical assistance applicants must clearly demonstrate their knowledge and experience in providing technical assistance to victim-serving organizations, victim services (including victim compensation), child and youth victimization, child and adolescent development, child welfare, juvenile justice, law enforcement, health services (physical, mental and behavioral), public health, and related topic areas.
- Applicants should also demonstrate their knowledge and relevant connection to mental and behavioral health counseling services, and potentially other critical overlapping areas, such as substance use treatment, and have the ability to collaborate with these entities as needed to support this TA project.

Category 2: Potential Activities



- Identify a project lead and expert consultants to be approved by OVC to provide ongoing support for the demonstration sites.
- Develop a plan for the comprehensive delivery of TA to the demonstration sites, including plans to provide site-specific support, using a variety of delivery methods.
- Perform all logistics to support technical assistance activities and events.
- Share emerging information about the initiative with the field through webinars, conference workshops, blogs, and other online/virtual communication methods.
- Provide OVC with regular updates on progress of participating sites' efforts to plan, develop, and implement their strategies.



Category 2: Deliverables



- An array of TA resources and guidance
- Diverse subject-matter expertise and innovative assistance
- Working with sites to engage partners and strengthen their project plans
- Facilitating peer learning exchanges among the sites and other organizations
- Participation in conferences and meetings hosted by OVC and other project partners
- Regular calls with the OVC grant monitor and submission of monthly reports
- Quarterly financial reports and semiannual progress reports
- Final report summarizing the overall initiative





OJP Priority Areas

In FY 2021 and in addition to executing any statutory prioritization that may be applicable, OJP will give priority consideration to applications as follows:

- Applications that will advance the promotion of civil rights, access to justice, support to crime victims, protecting the public from crime and evolving threats, or building trust between law enforcement and the community.
- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.

For additional information, please see the solicitation.

Federal Award Information



Competition ID	Category	Number of Awards	Dollar Amount for Awards	Performance Start Date	Performance Duration (Months)
C-OVC-2021-00023-PROD	Category 1: Demonstration Sites	3	\$500,000.00	10/1/2021 12:00 AM	24
C-OVC-2021-00024-PROD	Category 2: Technical Assistance Project	1	\$500,000.00	10/1/2021 12:00 AM	24



Type of Award

Awards will be made as **Cooperative Agreements**:

- **Substantial involvement between awarding agency and recipient** during the performance period
- Awarding agency **closely participates** in the performance of the program

See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for more information.



Application and Submission Information

Applications **MUST** Include



These elements **MUST** be included in the application submission to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

– Proposal Abstracts

– Proposal Narratives

- Statement of the Problem/Description of the Issue (20%)
- Project Design and Implementation (40%)
- Capabilities and Competencies (20%)
- Plan for Collecting the Data for this Solicitation's Performance Measures (5%)

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

- Other Attachments (5%)



Proposal Abstract

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

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

- Name of the applicant,
- primary activities,
- products and deliverables,
- the service area, and who will benefit from the proposed project

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



Proposal Narrative Format

The proposal narrative must:

- Be double-spaced
- Use a standard 12-point font (Times New Roman is preferred)
- Have no less than 1-inch margins
- NOT exceed 25 pages. Pages should be numbered “1 of 25,” “2 of 25,” etc.
- Be submitted as an attachment in JustGrants.



Proposal Narrative Format

The following sections are part of the proposal narrative:

1. Statement of the problem/Description of the issue
2. Project design and implementation
3. Capabilities and competencies
4. Plan for collecting the data required for this solicitation's performance measures

Proposal Narrative: General



This section must meet the following requirements:

1. Category 1 applicants should include detailed descriptions of the–
 - a. specific approach they will follow to reach the victims and how it will improve victim outcomes
 - b. program partners and how to assist in meeting the complex needs of the victims served
 - c. array of services to meet victim needs
2. Category 2 applicants must clearly demonstrate their knowledge and experience in–
 - a. providing technical assistance to victim-serving organizations, victim services, child and youth victimization, child and adolescent development, child welfare, juvenile justice, law enforcement, health services, public health, and other key components
 - b. their knowledge and relevant connection to mental and behavioral health counseling services, and potentially other critical overlapping areas, such as substance use treatment
 - c. the ability to collaborate with these entities as needed to support this TA project

Proposal Narrative: Description of the Issue



- The problem statement must establish strong rationale for the project and provide a clear statement of how funding will support the project's value to the victim field by meeting the stated goals.
- Applicants should use data to provide evidence that the need for the effort exists and demonstrate the scope and size of the need.
- The problem statement must also make a convincing case that the project addresses a gap in existing resources and does not duplicate existing resources.
- If the applicant organization is receiving funding from any other sources to provide services and support for crime victims, or TA to support such projects, then the strategy must demonstrate how the OVC funding would leverage the other funding to enhance the response to victims

Proposal Narrative: Project Design and Implementation



This **section** should include goals, objectives and activities that are aligned with solicitation

- Be brief, concise, and clear.
- Make sure the information is consistent throughout your proposal.
- Create solid goals and measurable objectives:
 - Objectives should be **SMART**:
Specific, **M**easurable, **A**ttainable, **R**ealistic, and **T**ime-bound
- Focus on the future and setting a realistic timeline to complete the project.

Proposal Narrative: Capabilities and Competencies



- i. Explain the roles and responsibilities of the lead agency along with a plan for communicating with the multidisciplinary team, other agencies, and community partners. Describe the project's organizational structure and include the applicant's organizational chart.
- ii. Identify a coordinator within the lead agency responsible for the operation and expansion of program efforts. This individual must be empowered to lead a multidisciplinary effort within a well-designed, staff supported organizational structure that includes capacity to oversee programmatic and financial responsibilities.
- iii. Discuss any previous or current experience providing victim services, or TA to support such services, using multidisciplinary partnerships, balanced public health approaches, and data-driven strategies.
- iv. List personnel, in addition to the identified coordinator, responsible for managing and implementing the major stages of the project, and a description of the current and proposed professional staff members' unique qualifications that enable them to fulfill their responsibilities.

Proposal Narrative: Plan for Collecting Data



- Who will be responsible for reporting the required performance measures?
- How will data be collected?
- Any additional performance metrics?
- What data sources will be used? – Any legal, policy, or other barriers to gaining access?

Budget Worksheet and Budget Narrative (Web-Based Form)



See the [OJP Grant Application Resource Guide](#) for additional information.

- Use the JustGrants web-based form.
- Personnel costs should relate to the key personnel for the project.
- The budget should include adequate funding to fully implement the project, broken out by year, reflecting 24 months.
- The budget should be mathematically sound and correspond with information described in the Proposal Narrative and aligned with the project design.

Applications Should Also Include



Along with the **3 required documents**, the following information **should be included** in the application submission:

- Information to Complete the Application for Federal Assistance (SF-424) in Grants.gov
- Standard Application Information (SF-424 info from Grants.gov)
- Indirect Cost Rate Agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire
- Disclosure of Process Related to Executive Compensation
- Tribal Authorizing Resolution (if applicable)
- Research and Evaluation Independence and Integrity
- Documentation of Advancing DOJ Priorities (if applicable)
- Documentation of High-Poverty Areas or Persistent-Poverty Counties (if applicable)
- Request and Justification for Employee Compensation; Waiver (if applicable)
- Disclosure of Lobbying Activities (SF-LLL)
- Applicant Disclosure of Duplication in Cost Items
- DOJ Certified Standard Assurance
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements
- Applicant Disclosure and Justification—DOJ High-Risk Grantees



Application Tips and Resources

JustGrants: Application Submission Resources

[Application Mechanics eLearning Videos](#)

By viewing the eLearning videos, job aids, DOJ Application Checklist and other resources, applicants will have all of the information needed to successfully navigate the mechanics of submitting an application.

- ✓ [Application Mechanics: Getting Ready to Apply \(NEW\)](#)
- ✓ [Application Mechanics: Initiating Application Submission in Grants.gov \(NEW\)](#)
- ✓ [Application Submission: Locating an Application](#)
- ✓ [Application Submission: Submitting an Application](#)
- ✓ [Application Submission: Completing a Budget Detail Form](#)
- ✓ [Application Mechanics: After Submitting an Application \(NEW\)](#)



JUSTgrants
JUSTICE GRANTS SYSTEM

Review the Application Submission Webinar

Recording available: [*Application Mechanics: Submitting an Application*](#)

What you'll learn:

- ✓ Steps to take prior to applying for funding
- ✓ How to find open DOJ funding opportunities in Grants.gov
- ✓ How to apply for funding using JustGrants
- ✓ The JustGrants roles and their responsibilities and required actions
- ✓ How to navigate and use the system
- ✓ Where to find training materials, job aids, and other resources



JUSTgrants
JUSTICE GRANTS SYSTEM

DOJ Application Submission Checklist

Review the [*DOJ Application Submission Checklist*](#)

The checklist covers all necessary steps to complete the two-part application process in Grants.gov and JustGrants.

The checklist includes:

- ✓ how to prepare to apply
- ✓ completing the abbreviated application in Grants.gov
- ✓ Entity Onboarding and JustGrants Access
- ✓ completing, reviewing, certifying and submitting your application in JustGrants, and
- ✓ helpful user tips



JUSTgrants
JUSTICE GRANTS SYSTEM

JustGrants Training and Resources

- Access [recording](#) and [slide deck](#) from previous webinars
- Refer to the [JustGrants Training Application Submission](#) page for additional information and training on the application submission process
- Bookmark the [JustGrants Training](#) page for updates



JUSTgrants
JUSTICE GRANTS SYSTEM



Submission Information

Step 1: **Grants.gov**

- Submit the **SF-424** and an **SF-LLL** at:
<https://www.grants.gov/web/grants/register.html>
- To register in Grants.gov, applicants need to obtain a Data Universal Numeric System (DUNS) and System of Award Management (SAM) registration or renewal.



Step 2: **JustGrants**

- Submit the **full application** including attachments at: [JustGrants.usdoj.gov](https://www.justgrants.usdoj.gov)



Refer to the Registration and Submission section of the OJP Grant Application Resource Guide at <https://ojp.gov/funding/Apply/Resources/Grant-App-Resource-Guide.htm> for instructions on How to Apply (<https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide#apply>)

OJP Grants Application Resource Guide



The screenshot shows the top navigation bar of the OJP website. On the left is the OJP seal, followed by the text "U.S. DEPARTMENT OF JUSTICE" and "OFFICE OF JUSTICE PROGRAMS". On the right are links for "Contact Us", "Careers", "Subscribe", and a share icon. Below this is a search bar with the text "Search" and a magnifying glass icon. The main navigation menu includes "Home", "About Us", "News Center", "Grants/Funding" (highlighted with a yellow underline), "For Congress", "Resources", "Topics", "Training", and "Data". Below the menu is a breadcrumb trail: "Home / Grants/Funding / Applicant Resources". The main content area is a large blue rectangle with the text "OJP Grant Application Resource Guide" in white.

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

Important Web Resources



- Office for Victims of Crime: <https://ovc.ojp.gov>
- DOJ Grants Financial Guide: <https://ojp.gov/financialguide/DOJ/index.htm>
- JustGrants: <https://justicegrants.usdoj.gov/>
- Grants.gov: <https://www.grants.gov>
- OJP Grant Application Resource Guide: <https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide>
- OVC Training and Technical Assistance Center: www.ovcttac.gov
- Grant Performance Measurement Reporting: <https://ojp.gov/performance/>
- OJP Resource Center: <https://www.ojp.gov/ncjrs/new-ojp-resources>

Important Contact Information



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



Technical Assistance Submitting the FULL APPLICATION into
JustGrants: 833-872-5175 | JustGrants.Support@usdoj.gov



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

Important Dates



Part 1: **Grants.gov**

- Submit **SF-424 & SF-LLL** in Grants.gov by



Part 2: **JustGrants**

- Submit **Full Application** in JustGrants.usdoj.gov by



Tips



- Start the application process early!
- Identify the appropriate category in your submission (Category 1 or 2).
- Ask for the amount of funding needed.
- The Excel version of the Budget Detail Worksheet can be used if you run into issues with the budget form integrated into JustGrants.
- Be innovative!

Questions



Submit questions in the [Q&A Box](#).