

# OVC FY 2021 Preventing Trafficking of Girls

CFDA # 16.035

Grants.gov Solicitation Number: O-OVC-2021-59003

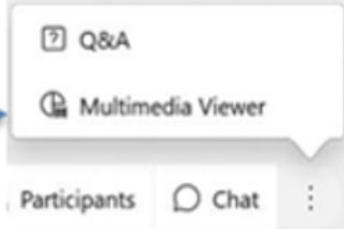
April 9, 2021

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





# Important Information for Today's Webinar

- **Having difficulties hearing?** If listening via computer, click **the arrow next to the Mute/Unmute icon** to make adjustments.  Still can't hear? Dial-in via phone using the information located in the meeting invite.
- **WebEx features** — Chat, Media Viewer, and Q&A
- **Live-captioning** — Available for the deaf or hard-of-hearing individuals. Click on the **Multimedia Viewer** to access. 
- **Need technical assistance?** Select  and send your issue to the host.
- **Questions about the presentation?** Submit questions at any time during the presentation by using the [Q&A box](#) and [selecting all panelists](#). Questions will be answered at the end of the presentation.
- A recording of the webinar will be made available at <https://ovc.ojp.gov/funding/funding-webinars>.

# Presenter

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## Cynthia Pappas

Senior Policy Advisor

Human Trafficking 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

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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.

# FY 2021 Preventing Trafficking of Girls



- ❑ Solicitation Closes: **Friday, April 30, 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.**



# Program Description

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The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC), is seeking applications for funding for the FY 2021 Preventing Trafficking of Girls program. This program supports prevention and early intervention services, including mentoring and other direct support services, for girls who are at-risk of, or are victims of, sex trafficking.

# Eligibility

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The following entities are eligible to apply:

- State governments
- City or township governments
- County governments
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

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



# Mandatory Program Requirements

- Submit the policies, procedures, and rules governing the provision of services for review and approval (post-award as required by OVC).
- Ensure their policies and procedures follow applicable federal and state laws protecting the civil rights of program participants and staff (post-award), including through accessing OJP training and resources on civil rights requirements.
- Ensure that any staff, partner staff, or service providers working with trafficking victims are adequately licensed and trained to work with such victims, including by accessing OVC-supported training and technical assistance.
- Ensure the project coordinator or program director and one other key staff member attends an in-person or remote OVC grantee orientation and have relevant staff participate in OVC-sponsored training and technical assistance.



# Goal

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To prevent/reduce victimization of girls who are vulnerable to sex trafficking.

# Goal and Objective



Successful applicants will achieve the goal through the following objectives:

## IDENTIFY CHALLENGES AND OPPORTUNITIES

Participate in an annual peer-to-peer learning (cluster meeting) opportunity hosted by the OVC-funded training and technical assistance provider.

Implement or enhance efforts to identify and provide services to girls who are at-risk of, or are victims of, sexual exploitation or sex trafficking.

Replicate and scale-up prevention and early intervention programs for girls who are at-risk of, or are victims of, sex trafficking that have undergone rigorous evaluation and/or have a track record of success.





# Deliverables

To achieve the above goals, applicants will be required to complete the following deliverables:

- ❑ Services provided: Measured quarterly by service-hour or units delivered, type of service, and other key data points.
- ❑ Quarterly Performance Measures Data Collection: Award recipients will be required to submit performance measure data and a quarterly performance report in JustGrants.
- ❑ Semiannual Progress Reports and Quarterly Financial Status Reports



# Federal Award Information

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Maximum number of awards OVC expects to make:	3 Awards
Estimated maximum dollar amount for each award:	\$500,000
Total amount anticipated to be awarded under solicitation:	\$1.5 million
Period of Performance start date:	10/01/2021
Period of Performance duration:	36 Months



# Type of Award

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This award will be made as a **Grant**:

- Legal instrument of financial assistance
- Awarding agency maintains an oversight and monitoring role
- Without substantial involvement with awarding agency

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



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# Application and Submission Information



# Applications **MUST** Include

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

- **Proposal Abstract**
- **Proposal Narrative**
  - Description of the Issue (15%)
  - Project Design and Implementation (40%)
  - Capabilities and Competencies (30%)
  - Plan for Collecting the Data for this Solicitation's Performance Measures (5%)
- **Budget Worksheet including the Budget Narrative (10%)**



# Proposal Abstract

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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

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## 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 15 pages. Pages should be numbered “1 of 15,” “2 of 15,” etc.
- Be submitted as an attachment in JustGrants.

# Proposal Narrative Format

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## The following sections are part of the Proposal Narrative:

1. 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: Description of the Issue

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## This section must:

- Describe the nature and scope of the problem that the program will address (e.g., prevalence of trafficking of girls and specific needs of girls who are at-risk of, or are victims of, trafficking).
- Describe the effects of the problem on the target population and the larger community.
- Describe any research or evaluation studies that relate to the problem and contribute to their understanding of its causes and potential solutions.

# 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**:  
**S**pecific, **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



This section should—

- describe the experience and capability of the applicant organization and any contractors or subgrantees.
- highlight their experience/capability/capacity to manage subawards, including details on their system for fiscal accountability.
- describe the management and staffing patterns
- describe the roles and responsibilities of project staff and explain the program's organizational structure and operations.
- include a copy of an organizational chart showing how the organization operates, including who manages the finances; how the organization manages subawards, if there are any; and the management of the project proposed for funding.

# 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



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 36 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:

- Application for Federal Assistance (SF-424)
- Standard Application Information
- Indirect Cost Rate Agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire
- Disclosure of Process Related to Executive Compensation
- Organizational Chart
- Letters of Support/Memoranda of Understanding
- Tribal Authorizing Resolution (if applicable)
- Research and Evaluation Independence and Integrity
- Request and Justification for Employee Compensation; Waiver (if applicable)
- Disclosure of Lobbying Activities (SF-LLL)
- Applicant Disclosure of Pending Applications
- 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



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# Application Process

# Register for Upcoming Application Submission Webinars



**Webinar:**  
***Application Mechanics:  
Submitting an Application***

Learn more about how to apply for DOJ funding opportunities by registering for one of the [upcoming webinar sessions](#).

# Register for Upcoming Application Submission Webinars

Additional dates added: [\*Application Mechanics: Submitting an Application\*](#)

Monday, April 12, 2021      3:00 p.m. ET

## 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



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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



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JUSTICE GRANTS SYSTEM



# Submission Information

**Step 1:** Applicants will submit an **SF-424** and an **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, applicants will need to obtain a Data Universal Numeric System (DUNS) and System of Award Management (SAM) registration or renewal.



**Step 2:** Applicants will submit the **full application** including attachments in JustGrants 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-applicationresource-guide#howToApply>)

# OJP Grants Application Resource Guide



A screenshot of the OJP Grants Application Resource Guide webpage. The header features the U.S. Department of Justice Office of Justice Programs logo and name, along with navigation links for Contact Us, Careers, and Subscribe. A search bar is also present. The main navigation menu includes Home, About Us, News Center, Grants/Funding (highlighted), For Congress, Resources, Topics, Training, and Data. Below the navigation, a breadcrumb trail reads Home / Grants/Funding / Applicant Resources. The main content area is a large blue box 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

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- 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](http://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](mailto:support@grants.gov)



Technical Assistance Submitting the FULL APPLICATION into  
JustGrants: 833-872-5175 | [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)



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

# Important Dates



## Application Mechanics Webinars

(recordings available [Training: Application Submission | JUSTICEGRANTS \(usdoj.gov\)](#))



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



Part 2: Submit Full Application in JustGrants.gov by



# Question Time

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To submit a question, use the [Q&A Box](#) and select [all panelists](#).