

DARYL FOX: Good afternoon, everyone, and welcome to today's webinar, "FY 2023 Enhanced Collaborative Model Task Force to Combat Human Trafficking," hosted by the Office for Victims of Crime.

At this time, it's my pleasure to introduce Alissa Huntoon, Senior Policy Advisor with the Office for Victims of Crime for some welcome remarks and to begin the presentation. Alissa?

ALISSA HUNTOON: Thank you, Daryl. And thank you to everyone that has logged on to join for our webinar this afternoon to review at a high level key portions of the FY '23 Enhanced Collaborative Model solicitation. My role is as a Senior Policy Advisor within OVC's Human Trafficking Division, where I oversee the ECM Program. I manage several of the awards as part of a larger team, of which my colleague, Darian Hanrahan is also on with us today to help answer some of your questions in the Q&A chat as well. So thank you to Darian. And in my role, I also oversee a variety of training and technical assistance support to our Enhanced Collaborative Model grantees, as well. Next slide.

So what we're going to talk about today is briefly touch on OVC mission--Overview and Mission. We'll talk a little bit about the solicitation itself, eligibility, some required documents. I will draw your attention to some key changes of--from past solicitations and highlight some required documentations. We'll generally talk about the application process and tools. And I say that because OVC has and will continue to offer webinars about all of our Human Trafficking Division solicitations, where we go into those pieces in more detail. So again, I'll touch upon that later. And then we will have time for questions and answers. That--Questions that we may not have gotten to in the chat is--or excuse me, in the question and answer as we go and questions that we are able to answer on this call today once we get to the end. Next slide.

So for those of you who aren't familiar, the Officer for Victims of Crime, which is a part of DOJ's Office of Justice Programs, we primarily administer the Crime Victims Fund, which is financed by fines and penalties paid by convicted federal offenders and it's not from tax dollars. And so a lot of that money goes toward victim compensation and assistance throughout the United States and raises awareness about victims' issues, promotes compliance with victims' rights laws, and provides a lot of training and technical assistance to provide support to victim assistance professionals.

But OVC is also the largest federal funder of anti-trafficking programs in the United States, and currently we oversee almost 500 active anti-trafficking awards, and that represents about \$320 million. So we receive this funding through a number of anti-trafficking appropriations, including funds authorized as part of the Trafficking Victims Protection Act. So within OVC, we have a Human Trafficking Division, and that was formed in 2020 to really centralize OJP's anti-trafficking activities. And as a division, we have a mission to enhance capacity to identify, assist, and provide services to all victims of human trafficking and to lead the nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice and access and

empowerment. So you'll see that reflected throughout all of our human trafficking solicitations, including this one. Next slide.

As I mentioned, OVC has already completed one webinar on about February 9th, where we reviewed our planned FY '23 funding opportunities and specifics around application requirements. And then we also have another one coming up on April 20th, where we will again review open, because several solicitations have been posted since February 9th, so we'll review open and other planned FY '23 funding opportunities. So you do have opportunities to go back and listen or review the transcripts, look at the slides from both of those, as well as this one. So, I'm not going to go into as much detail on the how to apply aspects because it's covered in both of those. And I really wanted to spend time focused on just the ECM solicitation in this webinar. So the [link](#) to review those recordings and to register is on the slide and Tammy has also put it in the chat. Next slide.

So in FY '23, OVC's been appropriated over \$1.8 billion to help improve victim services. And the majority of this funding is the Victims of Crime Act funding that we've talked about, which goes to state and territories as part of a formula program. But there's about \$95 million that is for anti-trafficking funding. So that's the blue chunk of our pie chart there. Next slide.

So getting into this specific funding opportunity, what funding is available, how much and to whom, and who's eligible, and what are some of the requirements? So that's what we're going to get into next. And this slide represents an overview of the three different purpose areas under this solicitation. The number of awards that we are estimating we will award and the dollar amount and the duration, 3 years or 36 months. So, Purpose Area 1 is Developing Capacity to Serve Human Trafficking Victims, \$750,000 per applicant or up to \$1.5 million per task force. Purpose Area 2 is Expansion of a Task Force for Previously Funded. And Purpose Area 3 is a brand new category, which is Enhanced Support for Statewide Task Forces; up to two task forces or four awards, and that's \$1 million per applicant or equals \$2 million per task force. So we're going to go into the specifics of all of these in the next--in the upcoming slides. Next slide, please.

Getting into who is eligible to apply for this funding. For the ECM program, eligible applicants are federally recognized tribes, government entities, and nonprofit organizations. As a reminder, this solicitation requires a partnership between a law enforcement agency and a victim service organization. And each of these organizations, the two partner applicants, will submit your entity's applications separately into JustGrants. Just note that if a task force does not submit two separate applications into JustGrants by the due date, the task force will be excluded from consideration for funding. So again, it's really important to underscore the solicitation requires two applications from a law enforcement and a service provider organization as a--as a pair, you're coming in together, although you have to submit those separately because you'll be given separate awards. Next slide.

A few more details on eligibility. This is on page 23 of the solicitation as well. This is giving you a little bit more information about for each purpose area who may or may not be eligible. And for Purpose Area 2, eligible applicants must be a previous recipient of an OJP ECM award. And that--please note that's at least one applicant, so the law enforcement or the service provider side. Purpose Area 3, applicants must be a statewide task force. You can have received funding in the past or you can be brand new. Need to consist of a state government and nonprofit--and nonprofits with the 501(c)(3) status, as noted.

And for all purpose areas, OJP ECM recipients that if you've received funding in fiscal years 2021 and 2022, you're ineligible to apply this specific year. And what we mean by received funding, you can only receive funding in one fiscal year, and it's for a 3-year time period. So if you received funding in FY '19 that is when you received funding. You did not receive funding over and over again the next years. So you had that full funding available to you for a 3-year period. The key here is the year in which you received that funding. Next slide, please.

Note that we define what "state" means for purposes of this solicitation. And it is up to you, the applicant to determine which purpose area you should apply. So you're--You know what jurisdiction, you know what geographic scope, you know what partners that you're working with to come together, not us. So it's up to you to determine which purpose area you should apply to. However, if you do have questions about that, you can still submit those to the OJP Response Center, which we will have on a--on a future slide. We'll have information on where you can send all your questions. Next slide, please.

So, getting into what is the purpose of this program? Why do we have this funding available? And the program goal for the ECM Task Force Program is so that we can support a sustainable, multidisciplinary, co-led task force approach that will improve and increase victim identification of all forms of human trafficking, and to provide victims with access to services and seek justice on their behalf. Next slide, please.

This solicitation includes information on what do we mean then by a "high functioning" ECM Task Force, and that information is within the solicitation itself. And then we've done that because we know that developing a multidisciplinary approach is definitely a process and it takes time, attention, and intention. And so on page 9, we talked about what that means and those core elements and activities of focus. So to be aware of that as you're looking at this application. Any of those core elements and activities is where an ECM will be spending their time and maybe at any range within those core elements and activities. Next slide, please.

Note that on page 10 and 11, we include some key definitions that are a part of--most of those are a part of OVC's model standards around providing services to victims. But they--We define victim-centered. We talk about trauma-informed, survivor-informed. What do we--What do we mean by proactive approaches? And this section also includes information on priority considerations. Next slide, please.

So the objectives are summarized on this slide. As a reminder, reviewing a webinar and listening to webinar does not--never replaces actually reading the solicitation in its entirety. So, this is not a substitute. So that's why it's clearly noted here some--a summary so you should be sure that you go back and read carefully the full description of the objectives. But generally, the objectives of receiving this funding and putting together an ECM Task Force is that you work on establishing a co-leadership structure that you engage in some developing written protocols. You're serving all types of human trafficking, not just one. It's victim-centered, it's trauma-informed, and collaborative, and that you're working to employ a broad range and a diverse set of approaches to increase and improve victim identification, as stated in the goal. You're investigating and prosecuting at all levels, so state and federal. You're providing appropriate services based upon that individualized needs and you are collecting data, and conducting ongoing assessment activities throughout the grant. Next slide, please.

Also listed, are the deliverables, as part of this solicitation. So you would receive one of these awards, there are some things that we'll ask you to do, and sometimes though they're tangible products, so something that you can hand in to OVC; and some of those are more intangible. So, all Purpose Areas 1, 2, and 3 are expected to develop collaborative partnerships. Identify a full-time task force director or coordinator. Create, update, and implement the written task force protocols. Deliver together, jointly, outreach, training, and public awareness materials, as well as providing an array of services for victims of both sex and labor trafficking. Next slide, please.

Some of the purpose areas have additional deliverables. So be sure you pay attention, depending upon which purpose area you apply to, that you are aware of all of the deliverables required as part of that purpose area. So for Purpose Area 1, you are also, in addition to the previous slide, will be asked to submit an MOU that documents your structure, your personnel, and the roles of your task force members within 12 to 18 months of award acceptance. And conduct a data-driven, community assessment. Next slide, please.

Purpose Area 2, in addition to the deliverables that all purpose areas are expected to complete, you will also be asked to develop and expand your implementation of a diverse set of approaches. Produce a summary report that is specific to your efforts around labor trafficking. And if requested by OVC, provide peer support to newer task forces. And I wanted to point out here and note again, Purpose Area 3 is a new purpose area this year. You will complete relevant deliverables and the application attachments, etc., based on the status of your task force at the time of applying. Because, again, as a reminder, Purpose Area 3 can be a brand new or you can be a previously funded. So you would follow the deliverables for one, which is new, or two previously funded. Next slide, please.

Please note on page 30, and 31, pages 30, 31, we talk a little bit about the budget specifically. For victims service provider partners, the budget should reflect funding that is dedicated to the provision of direct services, and that can be through your organization or through project partners. And these specific services should be clearly

outlined in your budget and the budget narratives. For law enforcement agencies, you know, this funding can help to support--also help to support your personnel that can support your investigations, prosecutions, and analytical functions. Next slide.

Please note then, for all grantees, there's additional budget information around administrative costs. There's some required travel for training, OJP-sponsored trainings, as well as the match, because there is a 25 percent match required. Note that in your budget, this is all in the solicitation, you can propose other travel related to professional development. But just note that it will require prior approval from OVC and it might require additional justification post-award. Next slide.

There are some attachments requested as part of this solicitation, pages 33 and 34. So I wanted to add that in here, just to call your attention. There's a task force organizational chart, depending upon your purpose area, letters of intent or an MOU, as well as resumes. So the attachments information is spelled out on pages 33 and 34. And, again, note that that might differ a little depending upon your purpose area. Next slide.

So, kind of as a summary, and these are sort of some of the, you know, significant changes. Again, webinar never a substitution for reading the entire solicitation in its entirety. But the FY '23 solicitation, as I noted, includes a new purpose area, which is support for statewide task forces. We include this definition of a high functioning ECM task force. The program narrative page has increased from 20 to 25 pages. In the last couple of years, it's been 20; and it's now 25. Again, there are usually expectations around this, but it's in multiple places in the solicitation, where we talk about expectations for engaging with our OVC-funded TTA partners to help support you all be successful in your work. And requires identification of designated law enforcement and prosecution partners; you'll see that in the solicitation itself. And that's because, again, the eligible applicant is law enforcement, depending upon who is coming in, if it's a district attorney's office, or a police department, or who knows, I--you need to identify who then would be your prosecution partner or your law enforcement agency that you'll be working with. Next slide.

There are also some unallowable costs. Page 17 and 18 goes into more detail. But in summary, holding beds, stipends and incentives to have clients or victims participate in services, primary prevention activities, and the purchase and leasing of vehicles. Next slide, please.

So those of you who may be previous recipients of federal grant funding or if this is new to you, there's generally two types of funding vehicles, a grant and a cooperative agreement. And that are--those are the two that are most common ways that the--a federal agency will make awards. I'm noting that here because there is a difference between getting a grant and getting a cooperative agreement. And these ECM awards are cooperative agreements, which means there's substantial involvement between the awarding agency, which is OVC, and the recipient during the performance period, so the time that the award is active, that project period. And so OVC will closely participate

in the performance of the program. And there's more information, as it states below in the Grant Application Resource Guide. Next slide, please.

Application Submission Information, I just wanted to put in writing again to reference slide 6, where I noted the past OVC webinars and upcoming webinars that go into a lot of detail around application and submission information so you can review those again. Next slide.

Some key information for the ECM solicitation and timeline. So it is a two parts. And also, if you're a new applicant, just want to make sure that everyone knows they need to apply for what's called a UEI or a Unique Entity Identifier and that's in SAM.gov. Make sure you do that as soon as possible. There's more information, but this is just a good point to say it and repeat it. If you're new applicant and you don't--have never had a federal award just make sure you apply for that UEI number. So for the ECM solicitations the deadline is May 1st, and that is when you need to get all your materials into Grants.gov. And for those that get it in by May 1st, then you will be given a week to get that information into JustGrants on May 8th. We expect to make awards no later than September 30, 2023. Note that awards are always done on a rolling basis. So there's no set date or time that we can give you about when you'll find out specifically about the ECM awards, other than no later than September 30, 2023. And all project start dates should be on or after October 1, 2023.

And we like to include this information here, you know, at the beginning and for your awareness to set expectations in terms of when you actually start work, even though the start date is October 1st. If you're given an award, you aren't able to begin full, you know, full implementation of your award until your budget has been reviewed, and officially approved by OJP. So a lot of that information will be given to you and discussed and talked about once you're--if you're successful and you're offered the award, but it's helpful to state that at this stage as well as you're putting your applications together that you are aware of that at this stage. Next slide.

There's information in the solicitation about what must be included as part of your application as a basic minimum requirement that will get you to the next phase, which is peer review and to then be considered for funding. So you absolutely must have a proposal abstract and a proposal narrative. However, the budgets are going to be separate. And it's using the budget web-based form. Again, as I stated before, this solicitation requires two separate applications from a pair, so your law enforcement partner and your service provider partner. And the majority of that application materials are going to be the same, because it's a joint application process. Therefore identical abstract, identical narrative. However, the scope of funding for both the law enforcement and service provider is going to be different, which is why the budgets are going to be different. So those three documents are a must-have in order to move forward into peer review. Next slide.

I added this in here, too, because, you know, just the budget itself can be difficult to create in using the various forms. But there needs to be the actual budget, that's here,

the worksheet. So what is the actual expense? And what is the category? But there also needs to be that budget narrative to accompany it. And the narrative is what's describing the cost. So, note to use the JustGrants form that the costs in your personnel section should relate to the key project personnel. It should include costs that reflect, you know, what you believe is necessary to implement this project over the course of 36 months. Make sure that it's mathematically sound and corresponds with information that's requested in the solicitation and in the narrative. And there's information the solicitation about priority considerations, Priority A or Priority B. And that should be noted, if applicable, in your budget. Next slide.

Just some tips, I guess on, you know, creating a SMART budget. Be specific. Make sure the costs are measurable and attainable. If you put the timeline, you know, make sure the budget is relevant, and that it's time-bound. Next slide.

So I mentioned before, the ECM solicitation does require a match, and that is a 25 percent match that can be either cash or in kind. There's more details about that in the solicitation. OVC does not have the ability to waive this match for this program. And note that you need to identify what the source of the non-federal portion is going to be and how are you going to use those funds. Note that the match funds proposed have to also be whatever would be considered allowable for the federal funds as well. I've included how to calculate the match formula on the slide. That is also in the solicitation and a link to information on match and how to calculate that as well. Next slide.

Another reminder, you can never say it enough. Two parts for submission of this application and the first deadline is May 1st by 11:59 PM Eastern Time. I highly, highly, highly recommend that you submit your application before that deadline. Try not to do it the day of or a couple hours before, because if there are any issues, you may not be successful in uploading the application. And the solicitation also outlines all the troubleshooting for you of what should happen in technical issues. And it also outlines scenarios that will not be considered as an appeal, if you miss that deadline. So be sure to pay attention to that section of the solicitation, and if you have questions submit it to the relevant point of contact.

And then, as I noted before, for those that get the application by the 1st and have all required application materials, you'll be submitting the application JustGrants by May 8th. Next slide.

Next slide is going to cover some resources.

As you're putting this together and you're thinking through I encourage everyone to consult the [OVC website](#) and consult the section--the human trafficking portion of the website, in particular. Next slide.

Because we have a lot of resources available and information on current human trafficking funding, the [DOJ Grants Financial Guide](#) is another great place to go to just to get an understanding of what's required as part of managing federal funding. It is in

PDF. You can get it in PDF, which allows me to search it. So it's searchable by keyword, etc. There's a pretty comprehensive table of contents, so if you're looking for one topic in particular. Next slide.

And specific to actually putting together a grant application, OJP does have a [Resource Guide](#) available for you as well. So I wanted to call your attention to that. Next slide.

We mentioned before, can't underestimate the importance of [SAM.gov](#), especially if you're new or have never applied for funding before. As the slide says, this is your first stop before applying. So go to SAM.gov. Read information in the solicitation so you know what it is that is necessary for you to have as an entity in order to be able to submit an application and move forward. Next slide.

More information on [Grants.gov](#). So this is your first stop, I'd say maybe SAM.gov and Grants.gov equal, one and two. Next slide.

Several--so [JustGrants](#) for those of you on the call who might not know, JustGrants is the Grants Management System that OJP uses and the COPS Office as well, Office of Community Oriented Policing Services, as well as the Office on Violence Against Women, OVW, so all three of DOJ's main grant making components. This is the system that we all now use to manage our awards. And some of this--they have a lot of job aids, videos, and training resources on the JustGrants website. So you may consider taking a look there if you have questions about general--in general about managing grants. Next slide.

Important contact information. So again, we have time for questions and answers. I am not going to be able to answer everyone's questions, especially as it relates to your specific scenarios. Because again, I can answer questions about what is publicly available. I can't help anybody strategize about should we do this or should we do that. I can tell you what the parameters are and what we've requested. And then you, as an applicant, need to determine how you want to then best respond to the application requirements. So I'm just stating that upfront.

However, does it mean you might have one of those questions? If you do, you know, have a very unique or specific question to your scenario then submit it to the OJP Response Center. And again, you may get a general answer, but hopefully it'll help provide a little bit more clarity on the requirements of the solicitation and what you do and do not need to include. But they're broken up and there's two really important contacts on this page and in the solicitation as well, there's technical assistance.

So if you're having difficulty getting the information into JustGrants in particular, there's an email and a phone number.

Or if you have technical assistance, submitting that application into Grants.gov--oh, sorry, with programmatic--while both programmatic requirements as well as technical

issues that are preventing you from submitting it, that is the OJP Response Center. And the email and web--email and phone number are listed there as well.

So two very important pieces of contact information that everybody should take note. Next slide.

Some of our social media, if you'd like to follow along, feel free. Next slide.

So now we're up to questions and answer. And I see that there has been one question in the Q&A box specifically, and Darian has answered that. So we can just wait a minute and then see if we get any others and/or if Darian or Tammy has spotted any other questions that we have yet to answer.

DARYL FOX: Thanks for that, Alissa. Yeah, there's actually a couple of questions in the chat, Darian. I don't know if those are ones you wanted to call out for answering.

ALISSA HUNTOON: Okay. Okay. This is Alissa. I can go to the chat. Here we go. There is a question in there about, "which purpose area is required to do MOU and Letters of Intent, around 1 or 2?"

And so again, that is spelled out in the solicitation if you are Purpose Area 3, whether you follow Purpose Area 1 or Purpose Area 2 as it relates to attachments or delivers or anything, depends upon whether you are coming in as a brand new or previously funded. I don't know what--I don't know what you are. So if you are previously funded as statewide, then you would be following Purpose Area 2. If you're brand new, never received OJP funding before, then you'd be following Purpose Area 1.

There's another question around, kind of, "who should be that lead applicant."

And again, unfortunately that's a question that I can't answer because you know your partnerships, and your community, and your local jurisdiction best. So that's up for you all to determine who are the best folks to partner to come together.

And then there's a question about dollar amount. "Do both--do both applicants need to request the same amount?"

No. Those are up to, so it's up to \$750,000 for either and no more than \$1.5 million total for the task force.

And I think that might be all of them. Oh, there's a question about "who is technically considered law enforcement?"

So if there's district attorney's office, yes, they apply and it's usually there's some sworn—you have authority around enforcement of law.

And if you--again, if you have specific questions about your specific scenario, you're going to need to submit those to the OJP Response Center.

Questions about "what can be considered match" is included in the solicitation. So I'll refer you back to the solicitation to determine what can be considered in kind or cash.

And if you have technical questions, there's some technical questions coming through about forms, and budget numbers, and applying in JustGrants and Grants.gov. And that's where I'm going to direct you to those, yes, the slide that's up, technical assistance for submitting your application, if it's JustGrants or Grants.gov. Those are your--those are your points of contact there.

I can't answer questions about invite code and things like that. Give us another minute or so.

While I'm waiting, again, I just really wanted to thank everyone, one for your interest in the ECM Program and two for taking the time to join and listen to the webinar today. This is not your only opportunity to ask questions. If you have them, please ask often and ask early because we really encourage you to submit those applications definitely before the deadline. And again, that we have time to answer your questions sufficiently.

And I am seeing the questions in both the chat and the Q&A. And again, I've kind of addressed, some of those are technical that I can't answer. Some of those are specific and programmatic to a specific situation that are kind of asking me to help someone strategize what they should do. And I can't do that either. And, again, if you have specific programmatic questions, please submit them to the grants@ncjrs.gov. And again, that's just to ensure fairness in the competitive nature of these awards.

Darian's been answering a lot of the questions in the Q&A.

There's questions about--again, as I noted, it's up to you, as the applicant, to determine whether you consider yourself a statewide task force using the criteria that we've noted in the solicitation and how we've defined state or if you're covering state--or sorry--a local or tribal region. So that is for you to determine. There's no requirement that you do either. That's up to you to determine.

Specific questions about "whether something is a subaward or procurement."

There's information in the DOJ Financial Guide that we noted. And you can search specifically for information on how to determine whether that's a subaward or procurement. Or again, you can submit those questions. Darian and Tammy both have included the link to the Financial Guide.

Okay. Just taking a look through. I'm not seeing any new questions. And again, it's not your last opportunity. Again, the purpose of the webinar is to highlight and review some of the key solicitation components as well as drawing your attention of what is needed

to apply. So, you know, I'll definitely need to do some follow up in reviewing the solicitation and sending any of those questions to the contact information included. So with that, I'm going to turn it back to you, Daryl, to wrap us up.

DARYL FOX: Great, thanks so much. And just a reminder for everybody on today's webinar that the PowerPoint, transcript, and recording will be posted to the OVC website. So you'll receive an email when those items are available for viewing to help with your applications.

So with that, on behalf of the Office for Victims of Crime and our panelists, we want to thank you for joining today's webinar. This will end today's presentation.