



*Helping Crime Survivors Find Their Justice*

# OVC FY24 Meeting the Basic Needs of Crime Victims in Underserved Communities

The webinar will begin shortly.

# Presenters



**Sharron Fletcher**  
Deputy Division  
Director



**Sydney West**  
Program Impact  
Analyst

# Webinar Outline

- OVC Overview and Mission
- Solicitation Overview
  - Funding opportunity focus
  - Eligibility
  - Required documents
- Review of Application Process & Tools
- Questions & Answers

Find funding opportunities at <https://ovc.ojp.gov/funding/current-funding-opportunities>.



## Current Funding Opportunities

© Number1411 / Shutterstock.com (see reuse policy).

### SAM.gov Entity Registration and Renewal Reminder

All entities seeking Department of Justice (DOJ) grant funding must have an active registration in [SAM.gov](https://sam.gov). Once registered, entities must complete annual renewals to maintain an active status.

It is recommended that you **begin the SAM.gov registration or renewal process 30 days prior to any deadlines** to allow for the time necessary to complete the full process, including SAM.gov's entity validation process. If you intend to apply for a specific DOJ opportunity, refer to the Grants.gov due date provided on the solicitation, and plan your SAM.gov registration accordingly.

For additional support, visit [SAM.gov Help](https://sam.gov/help).

When available, OVC funding opportunities will be listed on this page.

[Subscribe to News From OVC](#) to receive announcements about OVC funding opportunities.

Visit our [How to Apply for Funding](#) page for tips and answers to frequently asked questions about applying for OVC funding.

[OVC Funding Opportunities](#)

Funding & Awards

**Current Funding Opportunities**

Funding Webinars

How to Apply for Funding

OVC Awards List

Performance Measures

Managing Grants

Types of Funding

Apply to be a Peer Reviewer

Expired Funding Opportunities



*Helping Crime Survivors Find Their Justice*

# OVC Overview

Mission: OVC is committed to enhancing the Nation's capacity to assist crime victims and to providing leadership in changing attitudes, 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.



# OVC FY24 Meeting the Basic Needs of Crime Victims in Underserved Communities (pg 1)

<https://ovc.ojp.gov/funding/opportunities/o-ovc-2024-172164>



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

OMB No. 1121-0329  
Approval Expires 02/28/2027

**Opportunity ID**

O-OVC-2024-172164

**Size of Grants**

up to \$200,000

**# of Awards**

up to 25 Awards

**Grants.gov**

**July 29, 2024, 8:59 PM EST**

**JusticeGrants.usdoj.gov**

**August 1, 2024, 8:59 PM EST**

## OVC FY24 Meeting the Basic Needs of Crime Victims in Underserved Communities

Funding Opportunity #: O-OVC-2024-172164

Grant amount: Up to \$200,000 Project length: 24 months

Is your organization a Nonprofit organization? (Your nonprofit may, but does not have to, have 501(c)(3) status with the IRS, to be eligible. Institutions of higher education, even if nonprofit, are not eligible.)

Or, is your organization a Native American Tribal organization? (Federally recognized Tribal governments are not eligible.)

Can your organization use grant funding to provide for the basic needs of crime victims, such as transportation, temporary and transitional housing, clothing, food, and other items necessary for their well-being, healing, or safety?

Does your organization have experience providing direct services to crime victims in communities that have been historically marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization?

*If yes, you are eligible for funding.*

Deadline to submit SF-424 and SF-LLL in Grants.gov: **July 29, 2024, by 8:59 p.m. Eastern Time**  
Deadline to submit application in JustGrants: **August 1, 2024, by 8:59 p.m. Eastern Time**

OVC will hold a webinar on June 18, 2024, and June 20, 2024, at 3:00 p.m. ET to review this opportunity and answer questions from participants. Register for the webinars at <https://ovc.ojp.gov/funding/funding-webinars>.

This funding opportunity is testing a new design and approach, and we'd love to have your feedback. Please send thoughts and questions to [MBNCV@usdoj.gov](mailto:MBNCV@usdoj.gov).

This funding opportunity includes:

- Simple, clear language
- An option to submit your Project Plan through a questionnaire, a video submission, or an oral presentation.



**OVC**  
Office for Victims of Crime

*Helping Crime Survivors Find Their Justice*

# Solicitation One Pager

[o-ovc-2024-172164-solicitation-flier.pdf \(ojp.gov\)](#)

## Meeting the Basic Needs of Crime Victims in Underserved Communities



### Program Description

The goal of this program is to provide for the basic needs of crime victims from communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization. Services to be provided can include transportation, temporary and transitional housing, clothing, food, and other items necessary for their wellbeing, healing, or safety.

**Grant Amount:** Up to \$200,000

**Project Length:** 24 months

### Is my organization eligible to apply?

Yes, if your organization is a—

- **Native American Tribal organization** (other than Federally recognized Tribal governments), or
- **Nonprofit** regardless of 501 (c)(3) status, with the exception of institutions of higher education.

### What is a Project Plan?

The Project Plan is your opportunity to tell OVC about your organization and how you will use the funding to meet a need, provide victim services, and staff the project. You will also document a timeline for project activities and identify the staff involved in each activity. For the first time ever, you can choose how to submit a Project Plan.

Option 1. Provide written answers to a questionnaire in JustGrants.

### Dates To Remember

Complete the following by **July 29, 2024**:

- Register in [grants.gov](#)
- Submit SF-424 (Application for Federal Assistance)
- Submit SF-LLL (Disclosure of Lobbying Activities)
- Email [MBNCV@usdoj.gov](mailto:MBNCV@usdoj.gov) with Project Plan choice

Complete by **August 1, 2024, at 8:59 p.m. ET**:

- Submit the full application at [JustGrants.usdoj.gov](#)

### How do we apply?

1. Confirm your eligibility.
2. Start or confirm your registration on [SAM.gov](#) and [Grants.gov](#). Your organization will need a Unique Entity Identifier (UEI) to apply.
3. Review the funding opportunity and requirements of the award.
4. Decide how your organization will submit your Project Plan and tell OVC by July 29, 2024, by sending an email to [MBNCV@usdoj.gov](mailto:MBNCV@usdoj.gov).
5. When you're ready to submit your application, find the application package on [Grants.gov](#) by searching for opportunity number O-OVC-2024-172164.
6. Submit your Application for Federal Assistance (SF-424) and Disclosure of Lobbying Activities (SF-LLL) standard

# Before You Begin An Application (pg 2)

## 1. Ensure your organization is eligible:

- A Native American Tribal organization
- A nonprofit, whether 501(c)(3) status or not



2. **Register in SAM.gov** or make sure your registration is up to date. For help, call 866-606-8220 or live chat with the Federal Service Desk.

3. **Get a Unique Entity Identifier (UEI).** You get your UEI when you register in SAM.gov. See how to register in Grants.gov.

# Then Do This (pg 2)

- Read the funding opportunity carefully.
- Understand OVC's purpose and priorities and grantee expectations.
- Review the award requirements. Can you meet them?
- Email [MBNCV@usdoj.gov](mailto:MBNCV@usdoj.gov) asap, but no later than July 29, 2024, with Project Plan submission method.
- Go to Grants.gov and search for O-OVC-2024-172164 to apply.



# What is this Funding Opportunity About? (pg 4)



The goal of this program is to **increase the availability and accessibility of basic services and assistance to crime victims and survivors** from communities that have been historically underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization.

# More of What This Opportunity is About (pg 4)

Examples of how your organization could use this grant:

- temporary or transitional housing for victims;
- food (e.g., grocery gift cards, setting up/stocking a free food pantry);
- bus fare, subway or metro fare, ride-sharing expenses, etc.;
- clothing for adults, infants, children, or teens;
- job-readiness expenses;
- additional staff or staff time; or
- other challenges related to meeting the basic needs of underserved victims.

# Who Can Apply? (pg 5)

- 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

# What Will Grantees Do? (pg 5)

If funded, during the 24-month project period you will produce:

1. Programmatic and financial policies and procedures.
2. Four financial reports and two progress reports.
3. A final report that describes the whole project.

# More of What Will Grantees Do? (pg 5)

## Grantees Will Have Support From

- Financial Management Resource Center (FMRC);
- National Center for Culturally Responsive Victim Services;
- Other OVC technical assistance providers

## So That You Can

- Build grant management capacity
- Develop programmatic and financial policies and procedures
- Complete required financial management training
- Develop formal agreements
- Build capacity for project implementation and data collection

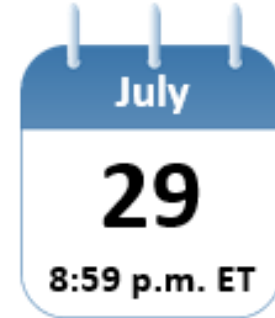
# Application and Submission Information



*Helping Crime Survivors Find Their Justice*

# When Are Applications Due? (pg 6)

- Part 1: **Submit SF-424, SF-LLL** in Grants.gov by
  - Register for this opportunity at <https://grants.gov/register> and submit the required Application for Federal Assistance standard form (SF-424) and a Disclosure of Lobbying Activities (SF-LLL). **Register in Grants.gov even if you are not certain you will apply so you won't miss this important deadline.**
- Part 2: **Submit Full Application** in JustGrants.gov by
  - Submit the full application, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://JustGrants.usdoj.gov).



# Applications MUST Include (pg 7)

To meet the basic minimum requirements to advance to peer review and receive consideration for funding your application MUST include:

- SF-424 and SF-LLL (in Grants.gov)
- Project Plan (1 of 3 ways)
- Budget Web-Based Form (including budget details and budget narrative) (in JustGrants)



**Remember, if you fail to submit ANY of required documents, your application will not be considered for funding!**



# Learn More About Applying (pg 7)



- 1) Contact OVC by email at [MBNCSV@usdoj.gov](mailto:MBNCSV@usdoj.gov) for questions about this opportunity and to indicate how you will submit your project plan.
- 2) See Grants.gov “[How to Apply for Grants](#)”
- 3) See the “[How To Apply](#)” section in OJP’s Grant [Application Resource Guide](#)
- 4) See JustGrants [Application Submission Training](#)

# How to Prepare Your Project Plan (pg 8)

You have three options for submitting your Project Plan:

1. Provide written answers to a **questionnaire in JustGrants**, or
2. Submit a **video** of your team describing your Project Plan, or
3. Present your Project Plan to OVC during a **live oral presentation via video meeting**.

Let OVC know which format they will use by emailing [MBNCV@usdoj.gov](mailto:MBNCV@usdoj.gov) asap, but no later than the Grants.gov deadline of July 29, 2024.



*Helping Crime Survivors Find Their Justice*

# Three Project Plan Format Options (pg 8)

| 1. Questionnaire in JustGrants  | 2. Video Submission  | 3. Oral Presentation  |
|---|--|---|
| Respond to the Project Plan questions directly in JustGrants.   | The video should be clear, well-lit, and audible; however, OVC is not expecting highly produced videos. Ensure sound quality can be heard. | OVC will reach out to your designated Point of Contact within 5 business days of receiving the email at <a href="mailto:MBNVCV@usdoj.gov">MBNVCV@usdoj.gov</a> to schedule your presentation. |
| The questions require a yes or no or brief written response. One or two sentences, or bulleted lists, are sufficient as responses.                                  | Can filmed on a phone as your project staff sit in a room responding to the Project Plan questions.  | Conducted via Microsoft Teams.  |
| There is a word limit for some responses, which is indicated in the questionnaire. No more than 1,000 characters or 200 words.                                      | Videos must be in MP4, MOV, AVI or WMV format. They should be no longer than 30 minutes in length and no larger than 4GB.                  | Up to 30 minutes to communicate the strengths of your organization, staff, and the community or populations intended to be served through the project.  |
| You may type out your responses to the questionnaire outside of JustGrants (for example, in a Word document) and then cut and paste your responses into JustGrants. | OVC will create a transcription of your video for internal review and record retention purposes.   | OVC will record and produce a transcription of your oral presentation for internal review and record retention purposes.  |

# All Applicants Answer These Four Questions in JustGrants:



## Tell Us About Your Organization

1. How will you submit your Project Plan?
2. If you submit via a live oral presentation, who should we contact to schedule?
3. Is your organization a population specific organization?
4. In about 200 words, describe your organization.

# Then Respond to Project Plan Questions

What Needs Will Your Project Meet?

How Will You Provide Victim Services?

How Will Your Project Be Managed and Staffed?



# What Need Will Your Project Meet? (12%) (pg 9)

- What is the goal of the proposed project? What do you want to happen during the project period?
- Why is the project you proposed needed?

# How Will You Provide Victim Services? (42%) (pg 9)

- Where geographically will the services to victims be provided for this project?
- What populations do you expect to receive victim services through your proposed project?
- What services to victims will your project provide?
- How will the victim services you provide be culturally relevant or responsive? Will services be provided in any languages other than English?
- How will the victim services you provide be trauma-informed?
- How do crime victims typically find your organization to access your services?

# How Will Your Project Be Managed & Staffed? (30%) (pg 9)

- Who will lead and manage your project? What experience and background do they have that would allow them to manage the project effectively and according to the terms of the grant award?
- Who will provide the services to victims in your project? What is their experience and background in providing victim services?
- How is your organization and your staff connected to the community you plan to serve?
- Do any of your project staff have lived experience relevant to the work they will do on this project?
- What training and supervision will the organization provide to project staff to ensure that they are providing high quality services to victims?
- Will you work with partners? If so, which partners and for what? Will funding be shared? Is a formal agreement in place with the partner?



# Project Timeline (16%) (pg 10)

| Quarter                    | What activities will take place in this quarter of your project? | Which staff will be responsible for those activities? |
|----------------------------|--|---|
| First [Oct. – Dec. 2024]   |  |   |
| Second [Jan. – Mar. 2025]  |  |   |
| Third [April – May 2025]   |  |   |
| Fourth [July – Sept. 2025] |  |   |
| Fifth [Oct. – Dec. 2025]   |  |   |
| Sixth [Jan. – Mar. 2026]   |  |   |
| Seventh [April – May 2026] |  |   |
| Eighth [July – Sept. 2026] |  |   |

# Project Timeline Example

Please follow this example for each quarter (3-month period).

Quarter 1:

1. Create program policies on confidentiality and financial management of grant funds – Project Director
2. Work with OVC's training and technical assistance provider to build capacity and finalize project plans – All Project Staff
3. Take training on trauma-informed victim services – 2 Victim Service Providers
4. Complete training on data collection and analysis. – Project Director



*Helping Crime Survivors Find Their Justice*

# Budget Web-Based Form (Worksheet and Budget Narrative)



- Use the JustGrants web-based form.
- Personnel costs should relate to the key project personnel.
- 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 Project Plan and aligned with the project design.

# Attachments

- Resumes of Key Personnel
- Letters of Support (if applicable)



# Additional Application Aides

## DOJ Application Submission Checklist

Submitting an application to DOJ is a two-part process. An applicant first submits an abbreviated application in Grants.gov. The full application is then completed in JustGrants, DOJ's grants management system. The following steps and tips will assist potential applicants in completing DOJ applications.



### Step 1: Confirm your Entity's System for Award Management (SAM) registration information:

- Register with SAM or confirm that your SAM registration is active and up-to-date. You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. **Registration and renewal can take up to 10 business days to complete.**
- On April 4, 2022, the federal government will stop using Data Universal Numbering System (DUNS) numbers and start using the **new SAM Unique Entity Identifier (UEI)**.
- Entities new to JustGrants: Confirm that the contact information (email address) for your Entity's Electronic Business Point-of-Contact (E-Biz POC) in SAM is accurate and up-to-date. The E-Biz POC is onboarded in JustGrants as the Entity's first Entity Administrator and will receive notifications from JustGrants. The Entity Administrator is responsible for completing Entity User onboarding in JustGrants. Once the Entity Administrator is onboarded, that role can be reassigned to another Entity User.
- Technical issues with SAM registration or renewal must be reported to the **SAM Help Desk (Federal Service Desk)**.

### Step 2: Apply in Grants.gov:

- Effective February 21, 2022, all Grants.gov users and applicants will need to use **Login.gov credentials**.
- Search for an open DOJ funding opportunity in Grants.gov or on the agency website and review the solicitation requirements.
- Complete and submit the required documents in Grants.gov at least 48-72 hours prior to the Grants.gov deadline to allow for time to correct any problems or errors. The Grants.gov portion of your application includes the SF-424 and SF-LLL. (Note: The user and email identified in Section 8.F of the SF-424 will be identified as the Application Submitter in JustGrants and will receive future notifications from JustGrants.)



Updated 2/8/22

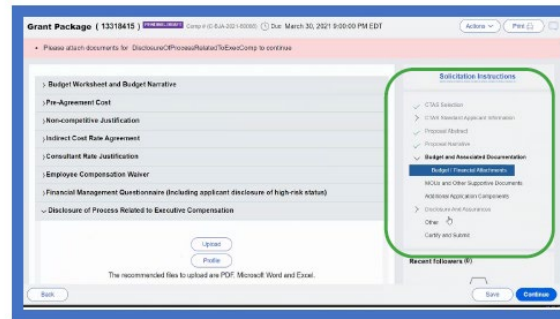
## Application Attachments



### Attachment Tips

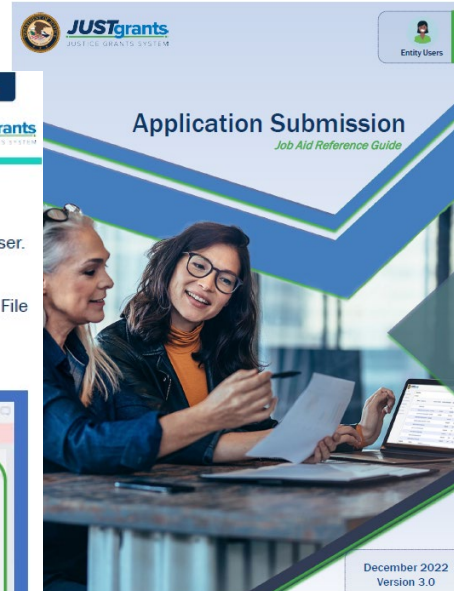
Log in to JustGrants using either Chrome or Microsoft Edge as your browser. Internet Explorer is not a compatible browser for JustGrants.

Open the application and use the menu options on the right to navigate. File attachments associated with a section are displayed in the section.



May 12, 2021

Application Attachments | 1



## Award Attachments

Entity Administrators and Authorized Representatives can attach these items to awards



Attach the following items as required to award deliverables for DOJ review.

| Attachments                               |   |
|---|---|
| Additional Application Components Other   | Additional Project Title Information                    |
| Application Attachments                   | Areas Affect by Project                                 |
| Bibliography/References                   | Budget Consultant Rate Justification                    |
| Budget Financial Management Questionnaire | Budget Indirect Cost Rate Agreement                     |
| Budget Non-competitive Justification      | Budget Other  |
| Budget Pre-Agreement Cost                 | Budget Sole Source Justification                        |
| Budget Worksheet                          | Confidentiality Notice Forms                            |
| Correspondence                            | Curriculum Vitae or Resumes                             |
| Delinquent Debt Explanation               | Disclosure of Process related to Executive Compensation |
| Disclosures and Assurances                | File  |
| Human Subjects Protection                 | Letter of Non-supplanting                               |
| Letters of Support                        | List of individuals in the Application                  |
| Lobbying Activities Disclosure            | MOU Document  |
| Opportunity Zone                          | Other Attachment  |
| Other Project Period GAM Attachment       | Privacy Certificate                                     |
| Program/Project Congressional Districts   | Project Timeline  |
| Proof 501 (c) Status (Nonprofits only)    | Proposal Narrative                                      |
| Request to Use Incentives or Stipends     | Tool, Instruments, Questionnaires, Tables, Maps         |
| Tribal Authorizing Resolution             |   |

Application Submission | 126



Helping Crime Survivors Find Their Justice

# Timeline

- ❑ Grants.gov deadline: **July 29, 2024, 8:59 PM ET**
- ❑ JustGrants deadline: **August 1, 2024, 8:59 PM ET**
- ❑ DOJ expects to award grants no later than **September 30, 2024**
- ❑ All project **START** dates should be on or after **October 1, 2024\***



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

# Important Contact Information



Technical Assistance submitting the FULL APPLICATION into JustGrants:

833-872-5175

[JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)

Technical Assistance to report a technical issue that prevented application submission, contact the OJP Response Center:

800-851-3420

[grants@ncjrs.gov](mailto:grants@ncjrs.gov)



**OJP Response Center**

Technical Assistance with Programmatic Requirements

202-812-6558

[MBNCV@usdoj.gov](mailto:MBNCV@usdoj.gov)

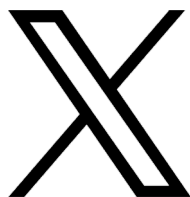


*Helping Crime Survivors Find Their Justice*

# Go Social With OVC!



Like: <https://www.facebook.com/OJPOVC>



Follow: <https://twitter.com/OJPOVC>



Watch: [www.youtube.com/user/OJPOVC](http://www.youtube.com/user/OJPOVC)



# Questions?



To submit a question, use the [Q&A Box](#) and select [All Panelists](#)

# Frequently Asked Questions

*Q - Can you define population specific?*

A - For the purposes of this solicitation, population specific organizations are nonprofit, nongovernmental, or Tribal organizations that primarily serve members of a specific underserved population and have demonstrated experience and expertise providing targeted services to members of that specific underserved population.

# Frequently Asked Questions

*Q - How is crime victim defined?*

A – OVC defines a victim as a person who experiences mental, physical, financial, social, emotional, or spiritual harm as the direct result of a specified crime committed on his or her person or property; family members, significant others, community members, and others impacted indirectly by the crime are regarded as “secondary” victims.

Reporting to law enforcement is not a requirement of the grant.

# Frequently Asked Questions

*Q – Are case management services eligible? What about mental health services? Can we subcontract or provide services in multiple locations?*

A – Basic needs for victims of crime is the focus of this award. Keep in mind the award is for \$200,000 over two years, so consider how to prioritize essential victim needs and consider how to use the funds to support the most victims.

Additionally, for examples of allowable expenses please see pg 4 of the solicitation.



# Frequently Asked Questions

*Q – Is OVC seeking applications from culturally-specific organizations? Are hospital-based nonprofits eligible?*

A – Per the solicitation, we are seeking applications from nonprofit organizations that provide culturally responsive services to crime victims from marginalized communities. OVC is looking to applicants to tell us about their organizations, who they serve, and how the culturally responsive services are provided.



# Questions?



To submit a question, use the [Q&A Box](#) and select [All Panelists](#)