

DARYL FOX: Good afternoon, everyone, and welcome to today's webinar, FY 2024 Meeting the Basic Needs of Crime Victims in Underserved Communities hosted by the Office for Victims of Crime. At this time, it's my pleasure to introduce Sharron Fletcher, Deputy Division Director within OVC to begin the presentation. Sharron?

SHARRON FLETCHER: Hello, everyone. Thank you for that introduction, Daryl. And thank you all for joining us this afternoon. My name is Sharron Fletcher, as Daryl mentioned, and I am Deputy Division Director of OVC's Discretionary Division. And I'm going to walk us through today's webinar this afternoon along with my colleague Sydney West.

So first, we'll start with an outline of what we're going to talk about. So this afternoon, we'll have time to talk about OVC's mission and a big brief overview of our office. We'll also share details about the solicitation, specifically talking about what this opportunity will focus on. We'll review eligibility requirements, as well as the required documents for applying. We'll also have time to go through, and review the application process and some tools that will be helpful as you develop your applications. And then, we'll have time at the end for questions and answers, and we're trying to leave as much time as possible for questions and answers on this afternoon. Those of you following along online, we hope that you will have the solicitation open, and we've noted page numbers on a number of the slides so that you can follow along as we proceed this afternoon.

So first, we will start, as I mentioned, with a brief overview of OVC. So the Office for Victims of Crime at the Department of Justice is committed to enhancing the Nation's capacity to assist crime victims and providing leadership in changing attitudes, policies, and practices to promote justice and healing for all crime victims. So what makes OVC unique in fulfilling this mission is that our funding comes from--not from your tax dollars but from fines and fees, and other penalties paid by those convicted of federal crimes. And so that funding is used primarily for our formula programs--formula grant programs that provide victim assistance and victim compensation programs to each state. But we also host and support a number of other services for crime victims, including victims in Tribal communities, training and technical assistance efforts, and a number of other resources for the field. We also provide supports to other federal agencies, survivors of human trafficking, and a number of national level demonstration projects and other projects that support emerging crime victims.

So today, we're here to talk about our Meeting the Basic Needs of Crime Victims in Underserved Communities solicitation. And OVC is very excited and proud to promote and put out this solicitation on this year. I hope you all have noticed that this solicitation looks very different from what we have put out in the past. And that's because we're trying to be more responsive to the field, both in making funding more accessible and having the solicitation streamlined, and written in plain language that we hope you all are finding easy to read and understand, as well as providing some alternative methods on how to apply. And we will, of course, cover all of that this afternoon.

So we are using this solicitation in OVC to provide up to 25 awards to organizations in the amount of up to \$200,000. And we're excited, again, to be able to provide this funding to support some basic needs for crime victims and those organizations that are serving them. Some dates for you all to remember, very important dates for you to remember in the application process are the first Grants.gov deadline, which is July 29th at 8:59 p.m. Eastern Standard Time, and the JustGrants deadline of August 1st at 8:59 p.m. Eastern Standard Time. And we have those two deadlines because our application process is still a two-part process. So we start in Grants.gov, and then end with the final deadline for JustGrants. So before you begin the application, and we're now on page 2 for those of you who have the solicitation open, the first thing you should do, of course, is ensure your organization is eligible. Now for this solicitation, we are accepting applications from Native American Tribal organizations that are not affiliated with a federally recognized Tribe, so--those Tribal organizations that are not affiliated with a federally organized Tribe, as well as nonprofit organizations. And you do not have to have a 501(c)(3) status with the IRS as a nonprofit in order to be eligible for this specific solicitation.

So once you have ensured that your organization is eligible, and you need to make sure that you fall into one of those two categories, you would then register in SAM.gov. And there's a number here on the screen that you're able to call to do that if you have not done so already. And there's also some resources we'll go over towards the end of the presentation to help you through that process. The next step after registering in SAM is to make sure that your organization has a Unique Entity Identifier or a UEI, and that is a registration number that you will receive once you are registered in SAM, and it also is important for you to be able to have that in order to register in Grants.gov. So all of these pieces are kind of building on to each other and that's why we want to make sure that those organizations that are interested in applying are starting this process early because each of these steps will take several--will take several pieces of information and may take several days as well to complete. So do factor that into the application process.

So after we finish that, and we're still on page 2 for those following along in the solicitation, we do encourage you to review the entire funding opportunity carefully and--so that you're understanding what OVC's purposes and priorities are, as well as what those grantee expectations are for those who are going to receive funding, to make sure your organization is able to meet those requirements. We also encourage everyone who intends to apply to email, and that's MBNCV@usdoj.gov, no later than July 29th with your Project Plan submission method. As I mentioned, there is several ways one could apply for this solicitation, and we will again go over with that more thoroughly. And so please make sure that MBNCV is meeting the basic needs of crime victims. That's another acronym because that's a thing we love to do in the Federal Government, but we hope it made that easy for you to remember. And then, lastly, make sure you can start, and go to Grants.gov, and search for the specific opportunity so that you're able to apply and start your application process there because you do need to register in Grants.gov as well.

So moving on to page 4, so the goal of this program is to increase the availability and accessibility of services for crime victims and survivors that have been impacted by-- both impacted by crime. And we understand and have really put this solicitation in response to what we are hearing from the field as a very strong need for organizations that are working in communities impacted by crime to have additional funding streams to provide some of these basic needs for survivors. So examples of how your organization might be able to use the funding provided from this grant are temporary and traditional housing for victims, food pantries or other supports such as gift cards, setting up a--other food pantry items for victims, providing transportation needs by providing bus fares, subway, or metro fare, and other ridesharing expenses. I know I've heard a few unique ways that some providers are using business profiles for Uber, in other places to provide lifts and other rides--rideshare options for survivors to make sure that they're keeping appointments and things of that nature. Also providing clothing for victims and their families, some job-readiness expenses, as well as being able to cover additional staff time, or just basic staff time to make sure that organizations have people available in your staff/organizations to provide the services and give those needed supports for victims. And we're open to other challenges that your organizations might be facing as they are trying to meet these critical needs of victims who are impacted by crime. One space I will say here to keep in mind as you're developing your applications, we know there are a wide variety of needs that come up for victims, so we are really stressing that organizations should be thoughtful about thinking through how--what is some of those more critical needs for victims and how they're able to use the \$200,000 they will receive to impact and support the most--the highest number of victims. Because there's--although there--we understand the need is high, but we also understand that \$200,000 in today's economy might not go as far as we might want them to depending on which needs you are covering. So it's important to be thoughtful and think about how some of those needs could be offered and supported to really support the most--the highest number of victims.

And reviewing again who can apply and this is outlined on page 5. Again, Native American Tribal organizations, other than federally recognized Tribal governments, as well as nonprofit organizations. And again, you do not have to have the 501(c)(3) status with IRS in order to be eligible. And one other additional caveat, I will say, is we are not including organizations that are nonprofits that are connected to institutions of higher education, are not eligible for this institution--I mean, I'm--pardon me, solicitation.

So what will grantees do? So if your organization receives funding during the 24-month project period, those grantees will submit programmatic and financial policies and procedures for review. There will be four financial reports and two progress reports submitted every year, as well as a final report to describe the whole project. And that final report will just give details around what needs were provided, what successes you might want to share, what challenges were faced during that award period. So a little bit more about [what] grantees will do. So grantees will have supports in submitting and completing all of the efforts that they are undertaking through this program. So, we have OVC's Financial Management Resource Center will be available, as well as the National Center for Culturally Responsive Victim Services, and a cadre of other OVC technical

assistance providers that we have available to--specifically to this cohort of grantees to help them as they are building their grant management capacity or just enhancing that effort, specifically for this effort, or just to make sure that they're doing good work in the field. We also have supports through our Financial Management Resource Center that will specifically help develop those programmatic and financial policies and procedures. They can be helpful also in completing that required financial management training, developing formal agreements, and building capacity for overall project implementation and data collection. So, we share all that to say that we do have support available to help organizations that might need more enhanced supports to be successful to the project, and we're doing our best to make sure we're thoughtful in setting everyone up for success. And so with that, we will move on to our Application and Submission Information. And so, I will pass it to my colleague, Sydney, to start and walk us through that process.

SYDNEY WEST: Thank you so much, Sharron. Hello, everyone. I'm Sydney West, and I'm going to walk you through the Application and Submission Information. So, let's just jump on in. So, you will, as part of this process, put together your full application and submit to DOJ electronically, as Sharron mentioned, through a two-step process. So, when are these applications due? The first step, which includes the registration and submitting those two forms, the SF-424 and the SF-LLL, is done in Grants.gov and is due July 29. The second step, which includes submitting your project plan, your budgets, and any other attachments, is done in JustGrants and that is due August 1st. It's very important to understand that step 2 is dependent on step 1, so that if you miss the first deadline in Grants.gov, you can't move on to the second in JustGrants.

Now, some of this is repetitive but because it's important, we do that. So, what must be in your application in order to be reviewed by OVC? So it's very important that you include that SF, the completed SF-424, and the SF-LLL. All right? And those are done in Grants.gov. You submit your project plan, which will be done in one of three ways, and we'll talk about that. And you submit your budget, and that is done as part of a web-based form and that is also done in JustGrants. So, I'm going to underscore again, you-- if you fail to submit any of the required documents, your application is--cannot be considered for funding.

If you have more questions about applying, we have many resources to help walk you through the process. You can either contact OVC by email and that's actually me, at MBNCV@usd-usdoj.gov. You can go to Grants.gov and review the section on "How to Apply for Grants." You can see the "How to Apply" section in OJP's Grant Application Resource Guide or you can actually go through the JustGrants Application Submission Training, which I highly recommend. That's a great, great overview.

So then, next, how do you prepare your project plan? So this is--this is what we hope is the unique opportunity for you all. This year, with this solicitation, instead of submitting or writing a long project narrative and an abstract, something that you see that is normally required with other OJP funding opportunities, for this solicitation, you have three options. You can submit a project plan either through writing answers directly into

a questionnaire in JustGrants; two, you can submit a video of you or someone on your team describing--outlining your project plan; or if you'd like, we can set up an oral presentation, we can set up via video, where you present orally to OVC on your project plan. So these are the three different ways. And please note that no option is preferred over another. We do ask that you let us know which format you will be using by emailing me at MBNCV@usdoj.gov, as soon as you can. But it must be no later than the Grants.gov deadline of July 24--I'm sorry, July 29. Next slide, please. Okay.

So, this slide is dense. We're not going to go through each box. It's really just a summary of some of the information regarding the different formats. And you can download a copy of this presentation and you can review it. The important part to note is that no matter which submission that you choose for your project plan, either the JustGrants questionnaire, the video, or the oral presentation, you should address each of the questions asked in the section of the solicitation that's--that states "Prepare Your Project Plan and the questions," and they'll start on page 8 of the solicitation. So, as a preview for how the process works, once you've moved from Grants.gov to JustGrants and you've started your application, you're going to right off the bat answer four questions. And these four questions--these four questions--this is--this is the outline. But you'll let us know, one, how or what format you'll submit your project plan in. Two, if you do submit a project plan via an--a live oral presentation, you'll need to write into JustGrants a contact name and a phone number with whom we can schedule the presentation. The third question you will answer will be to let us know if your organization is a population-specific organization. And we've had a bunch of questions regarding that--regarding the definition. And I will say, generally, that is a organization that serves communities that historically have been underserved, marginalized, adversely affected by inequality, and disproportionately impacted by crime, violence, and victimization. And we leave--as part of you, we leave it to you to help define your population. And then, lastly, in about 200 words, we want you to describe your organization. What is the mission, what do you do, who do you serve, and why are you applying for this funds? Okay.

So once you answer those four questions, if you've decided to move on with the JustGrants questionnaire, you will then respond in general to, again, the questions that we directly in the solicitation. And in the solicitation, the questions fall into three overall categories. We're really interested in learning more in-depth about what needs your project will meet, how are you going to provide these victim services, and how will your project be managed and staffed? Okay? So again, if you choose the JustGrants questionnaire format, you'll answer the questions directly in the system. If you choose the video or the oral presentation, you'll simply describe--you'll talk about these questions. You'll describe your services, you'll talk about your timelines, et cetera. So let's very quickly take a look at some of the individual questions that we ask by category. We've also--to help you in drafting your responses--the questions themselves, actually begin near the top of page 9. But on page 17, for your assistance, we have shared the merit review criteria, with the weight scoring percentage for each section of the questions. I hope that makes sense. So for the first section, the "What need will your project meet?" That is worth approximately 10--12% of your application. And we want to

know things like, what is the goal of your project, what do you expect to happen during the project period, and why is your project needed?

For the second section, the--this is where a lot of the meat is. We want to know, how will you provide the victim services? And this is worth about 42% of the application. So we want to know where you're going to be providing your services, you know, the populations that you expect to serve. What type of services will you provide? Will your services be culturally relevant or responsive? And this can include things like, will they be--will services be provided in English, other languages? Will--how will the victims you serve--how will the services that you provide be trauma-informed? And then lastly, how do crime victims typically find your organization to access your services?

And then the last section is, "How will your project be managed and staffed?" This is approximately 30% of the meat of the application. And again, the questions are on page 9 of the solicitation. And briefly, we're asking questions such as, "Who's going to manage and lead your project?" We want to know about their experience and their background under the—that would allow them to manage the project effectively. We want to know if--we want to know who's providing the services to the victims for your project. And again, we ask questions regarding their experience and background. We'd love to know if your organization, how your organization and your staff are connected to the community that you plan to serve. What about its roots? We are also very interested in knowing of the lived experience that your staff could bring to the work they will do on this project. Then there's also a few questions regarding what training and supervision will be provided to your staff as well as if you are going to use other partners. And if so, you know, who are those partners?

The last component of the questionnaire is a timeline. And when you--this is noted on page 10 of the application--of the solicitation, excuse me. When you prepare your timeline, it should cover the primary project activities on which staff will be involved in implementing those activities. Your timeline makes up approximately 16% of your application. Please note, you don't have to list every project activity, but we do expect to see the ones that are important for your organization to meet its project goals. And on the next slide, we have an example of what that might look like. So as you prepare the timeline, it is done, we'd like to know via quarter. And so an example of a quarter, a 3-month period, quarter 1 might be, "We intend to create program policies and confidentiality and financial management of grant funds. The person responsible for that would be the Project Director. We intend to work with OVC's training and technical assistance provider to build capacity and finalize project plans." And all of the project staff would be involved in that. Another example might be to take a training on trauma-informed victim services. And you might state that two victim service providers would implement that activity. And then last, another example would be completing training on data collection and analysis, and maybe, you've decided it's your Project Director that will undertake that activity. Okay. So that covers the project plan.

So, the other component that is we--is pretty important--we expect to see and must be submitted is your budget. The budget is done in a web-based form. And in the budget,

we are asking you to break out the costs by year, and the total budget, as Sharron mentioned, is 24 months of project activity for \$200,000, or approximately depending how you structure some of that if that's \$100,000 per year. It--could be if that's how you divide that up. But 2 years, \$200,000. So again, you'll complete this budget in the web-based form in JustGrants. We don't have paper copies of the web-based form. But, if you want to get an idea of what that looks like, we suggest you complete the applications in JustGrants budget training, because that provides some examples of what the form looks like, as well as how to fill it out. Okay. As you go through your budget, please keep in mind that funds awarded through this program are designed to support costs for key program activities. And again, there is--we have some great training materials. Again, we really suggest that you take some of the JustGrants budget trainings.

Any other documents that you will submit, any other components, such as a resume with key personnel, letter of support, those would be attached in JustGrants. And then to further help you, we suggest you go through the solicitation. There are so many resources and aids to guide you through the submission process. Everything from a DOJ application submission checklist, which guides you through all of the documents and you can check off. You know, did we--did we complete all the documents that they'll need to complete? There's a JustGrants reference guide regarding application attachments. And there's even the larger application submission job aid, which is a PDF step-by-step with pictures that shows you how to complete an application.

And then lastly, because we feel we just can't say this enough, the timeline, remember the grants.gov deadline is July 29 at 8:59 p.m., and the JustGrants deadline is August 1 at 8:59 p.m. We expect to award grants no later than September 30 of 2024. And note that all project start dates should be on or after August--I'm sorry, October 1st, 2024. One important thing to note, if you are a successful applicant, and we so hope you are, you may not begin project work until the budget has been officially reviewed and approved by OJP. So because--yeah--so additional information and/or restrictions may be in your award package after that review. Okay. So now, Sharron is going to go over a few of the additional resources that we have for you.

SHARRON FLETCHER: Thank you, Sydney. So as just mentioned, there are a number of resources that are available to support applicants as you all are developing your submissions for this solicitation. So first, we like to think of ourselves as a resource. So we encourage you all to visit the OVC website. There is a host of information there, both about this solicitation specifically as well as a wealth of resources around any number of topics associated with victims services and providing the very best supports for those who are impacted by crime. We also encourage and promote our OJP Grant Application Resource Guide, which you can see linked here on the page. And I believe it's also available in--there's a link in the chat. And this resource guide has a number of very informative pieces that will help you as you are developing your applications. There's a lot of information around the various requirements for all of the systems as you move through the application process. So I encourage you all to review this, save it on your computer, and use it as a resource as you move through the application process. Next

of course, the SAM.gov website is an important resource because this is your very first step before you stop--start the application process to make sure you have registered your organization and received your UEI number. As indicated on the slide here, this process could take up to 30 days, so we encourage you all to begin that process today if you have not done so already and are need--are in need of registration. So please make sure you go to that site and familiarize yourself with the process so that you're able to have this completed in time. I will note that you are not going to be able to register in Grants.gov to begin the application process if you are not registered in SAM. So please make sure that it is done.

Another resource, of course, is Grants.gov, and the Grants.gov website. This is your next step in the application process after visiting the SAM.gov website. There are a number of training resources there as well that will walk you through that process on how to get registered and apply for funding opportunities, and even search for funding opportunities beyond this one we're talking about this afternoon. So do please familiarize yourself with this website. And of course, all of our systems is what we're basically going through here. So next on that list will be our JustGrants training resources. The link here will go straight to the JustGrants training page. There are a number of resources available here that are organized by topic. They have a number of self-paced learning tools, including some micro-learning videos, and job aid reference guides that I would encourage you all to review. There's one specifically on how to apply in JustGrants. And I think there's a--I think there's a video for that one and a job reference--job aid guide that I think you all will find specifically helpful. So please, again, visit that website for those important tools and tips.

Also for our JustGrants, so everyone knows for the JustGrants system, they hold office hours on application mechanics. And those have been happening virtually over the past few months now that we are in grant season. They have a number of sessions by topic, including application and mechanics. These are particularly targeted for those of you who might be filling in the roles of entity administrator, application submitter, or authorized rep for your organizations, because those three roles are required for JustGrants system, and for your organization to have those three roles identified. So please feel free to join any one of these sessions to learn more about all of those roles and to get that important support and assistance. I do want to make sure for your self-paced learning, as I mentioned, there's e-service, e-learning videos around the JustGrants trainings for application submission. This is the specific website that walks through all of that. And there are resources there that go through the application process, how to find your funding opportunities. And there's just detailed information for every step and how that works specifically in the JustGrants system. So please, if you have time, I encourage you to review that and familiarize yourself on those steps.

I know there's been a lot of questions around what's included or what can be funded, and what types of services are included. So I think our DOJ Grants Financial Guide will be, of course, a great resource for those who are interested in finding out more about how those financial requirements are working. This is a great resource for both applicants and grantees. So please, you see the link there on the screen will connect

you, and in the chat as well, will connect you and take you directly to our DOJ Grants Financial Guide. And then some important numbers for you to--numbers and emails for you to familiarize yourself with around all of the systems that we just discussed, both for JustGrants and our OJP Response Center that can field both questions on how to access the JustGrants system, as well as questions around the solicitation requirements and how to apply. You'll also see the Meeting Basic Needs of Victims—Crime Victims at usdoj email and a phone number there for those who want to directly chat and talk, and offer--and pose questions on that application process specific to the solicitation. You're also able to answer--or ask questions rather to our OJP Response Center. And also note that for the OJP Response Center, if there are any technical issues for around those two deadlines for both Grants.gov and JustGrants, those--you will need to direct those questions and inquiries specifically to the OJP Response Center and that grants@ncjrs.gov email.

And lastly, we would love for you to go social with OVC. You can find us on Facebook, on X, as well as YouTube. So please like, follow, and subscribe so that you can keep up with all the things that we're doing here in OVC. And so now, thank you so much for your time in walking us through that solicitation. And I think we will now move into our questions and answers, but we'll first start by going over some frequently asked questions with Sydney.

SYDNEY WEST: Okay. Thank you. Next slide, please. So these questions come from some of the questions we've received to the Meeting Basic Needs of Crime Victims email. The first one is, "Can you define population specific?" And so 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. Next slide, please.

We've had some questions regarding how does OVC define a crime victim. And in general, we define a victim as a person who has experienced mental, physical, financial, social, emotional, or spiritual harm as a direct result of a specified crime committed on his or her person or property. Now, family members, significant others, community members, and others impacted indirectly by the crime are regarded as secondary victims. And please note that reporting to law enforcement is not a requirement of the grant in order to be considered a crime victim. Next slide.

We've asked--we've heard questions around case management, or we have had many questions regarding what services are eligible, right? Case management services, mental health services, can we contract or provide services in multiple locations? We would ask that you keep in mind that this award is for the basic needs of victims of crime, and that the award itself is limited to \$200,000 for 2 years. So as Sharron mentioned, it's very important to consider how you're prioritizing essential victim needs and consider how to use the funds to support the most victims. So many different services are available. You could, I suppose, subcontract or provide services in multiple locations, but you would need to ask yourself, "Is that the best use of these funds? Is

that the most efficient use of these funds?" Okay. So those are some frequently asked questions, but I see we also have more in the chat.

DARYL FOX: Thanks, Sydney. While you're getting to those, I'll just mention to everybody on today's webinar that the recording transcript and PowerPoint will be posted to OVC's website. So once that's available, you'll be emailed where and when to access that so you can follow along if you need to on what was discussed today.

SHARRON FLETCHER: Thank you, Daryl. So now, we'll take some time to try to answer some of the questions that were posed in the chat. I did try to start responding to a few in the chat--or I'm sorry, in the Q&A, not the chat, but in the Q&A section already, so we can start moving through those now.

SYDNEY WEST: Okay. I can--let's see. Let me get to some of those. One question I've seen is, "How do you identify underserved communities?"

SHARRON FLETCHER: Well, I think we basically are going--using that definition as those who are--those communities that have been historically underserved and marginalized. And so we're looking for those traditional communities that might be--well, not traditional, but those that ordinarily fall into that category, depending on your area. So that could be immigrant communities. That could be any number of communities that might include. It could be racial, ethnically defined, but it does not have to be just that.

SYDNEY WEST: Okay. Another common question I'm seeing is regarding, "Will we fund staff salaries? And is there a percentage of the award that must go towards direct services versus staff, et cetera?"

SHARRON FLETCHER: Okay. That's a good question. Yes, salaries for staff are able to be included as an allowable expense. We do not have any percentages and--that would require you to have more for direct services versus staff salary because we understand how sometimes those are the very same thing. So, we do not have any of those limitations in the specific solicitation. And I guess we would anticipate that the organization would be able to determine how to best allocate that to serve the victims in their specific community.

SYDNEY WEST: Okay. Thank you. "Do all lead applicants need to be a culturally specific organization?"

SHARRON FLETCHER: Yes, we would--that is specifically who we are targeting with this solicitation. I think the population specific is just another way of saying culturally specific organization, but we are specifically targeting those organizations with this solicitation.

SYDNEY WEST: Okay. "Can a crime-specific organization, say one that works on sexual violence, apply?"

SHARRON FLETCHER: Yes, they can, as long as they meet the eligibility requirements of being a nonprofit organization.

SYDNEY WEST: Okay. "And then what about the Tribal eligibility for this grant opportunity, are Tribal governments eligible to apply?"

SHARRON FLETCHER: Unfortunately, Tribal governments are not eligible to apply for this solicitation because they are covered and receiving funding through OVC's Tribal Set-Aside Program. So this specific project would be eligible only to those Tribal organizations that are not affiliated to a federally recognized Tribal government.

SYDNEY WEST: Okay. Thank you. And then, "Does the immigration status of victims of crime have an impact on the applicant's submitted project plan?"

SHARRON FLETCHER: I'm happy to say, "No." We do not ask, and we don't collect that information around immigration status for the programs that are serving victims. So that is not a requirement, and it does not impact your eligibility to apply or receive funding for the solicitation.

SYDNEY WEST: Okay. Let's see. "Will this fund services for secondary and indirect crime victims?"

SHARRON FLETCHER: Again, we don't ask that organizations necessarily tell us how the victim is impacted or which, if they are secondary or primary. So that is something that would not impact your ability to apply or receive funding for this solicitation.

SYDNEY WEST: Okay. Now I have a couple of questions that I think are directed towards me. One would be, "How do we schedule our oral presentation?" And to do that, you would reach out to me at the email box, that mbnvc@usdoj.gov. Another question received is, "How long approximately does--if an oral presentation is chosen to deliver the project plan, how much time will be allocated to deliver the presentation?" That's a great, great, great question. So both the video and the oral presentation, we ask that those are limited to no more than 30 minutes. Another question we've received is, "When you say resumes, do you mean for the staff listed in the budget, their prior work history?" Someone is asking for clarification just to be accurate.

SHARRON FLETCHER: Yes. By resumes, we do mean the work history of your staff, and whom--the specific individuals that will be responsible for different roles in the program. I don't believe we ask for every--like not your whole organization, but there's specific roles that we ask for that--for resumes to be submitted.

SYDNEY WEST: Okay.

SHARRON FLETCHER: Traditionally, that tends to be staff who are either funded through the grant or who have specific roles around providing either direct services or reporting.

SYDNEY WEST: Okay. Another question is, "Should these questions be answered only in written form or can they be answered as part of the project plan video, oral presentation?" So to respond to that question, you let us know in advance how you want to submit your project plan. You do it by one of the three ways, either in JustGrants via the questionnaire, you can submit a video in which you are answering the questions, or you can schedule an oral presentation with OVC to answer those questions. I hope that is clear. Another question we received is, "To clarify, does the applicant agency need to be a culturally specific agency or can they be a victim services provider that utilizes culturally responsive services?"

SHARRON FLETCHER: The organization itself should be a culturally specific organization. Again, that is who we are targeting with this solicitation.

SYDNEY WEST: Okay. Let's see. "Do survivors count as a demographic? Or should I be more specific?" I guess that question is the difference between victims and survivors.

SHARRON FLETCHER: Oh. We use that term interchangeably, but--so there's not--there's not necessarily a determination. And I guess we would go with however they are described in the application is fine because we do recognize that both terms are used widely in the field, so we don't--we don't necessarily have a preference. So as applicants--as you're developing your application, feel free to use that term as you feel most comfortable.

SYDNEY WEST: Okay. We also have the question, "Are diapers an eligible expense?"

SHARRON FLETCHER: I suppose, "Yes," if you're providing needs for families with young children, with infants.

SYDNEY WEST: And we've sort of answered this, I think, but, well, "Does OVC consider an admin or finance staff position as an indirect personnel cost?"

SHARRON FLETCHER: I actually would consider that a direct personnel cost because there are specific financial reporting requirements, as well as financial administration requirements for your organization. So I think that would be something that you were--and so that is an allowable expense that you can directly add--bill to the--or include, rather, in the budget.

SYDNEY WEST: Okay. Let's see. As a law enforcement agency, would we be able to offer assistance to victims regardless if they want to press charges or not? And I think again--I'll let you answer that, Sharron.

SHARRON FLETCHER: Yeah. Well, law enforcement agencies are not eligible to apply for this solicitation--for the funding under this solicitation.

SYDNEY WEST: Uh-hmm. And we also have, "HBCU campus police departments, are they eligible?"

SHARRON FLETCHER: Unfortunately, no. HBCU campus police also would not be eligible to apply under the solicitation. Again, eligible entities would be nonprofit organizations. You do not need to have a 501(c)(3) designation from the IRS. However, those organizations cannot be affiliated with either a Tribal government, so it can be a Tribal, nonprofit organization but it--and it also cannot be an organization or a nonprofit that is affiliated with a institution of higher education. So those are the two limits.

SYDNEY WEST: Thank you. We have questions regarding restrictions for assisting clients with specific items such as security deposits, furniture, legal aid services, child-- and childcare.

SHARRON FLETCHER: Well, I think some--I think those could be eligible expenses. However, again, I would really encourage everyone to remember that this is a \$200,000 award for 24 months. And so I really would encourage organizations to be thoughtful about what those basic needs are for the victims they are serving, that they would be able to cover, so that they're able to prioritize and support the most victims. I only--I share that because some of the expenses can get--become very high per victim and that will limit the number of people you're able to serve. So we do want and encourage everyone to prioritize those needs that could be covered that--but still allow for the most impact for the most victims. So just--I know--I know there's not one specific formula and I don't want to assume I know what everyone is doing because there's no way for me to know that, but just some tips to keep in mind as you develop your budgets.

SYDNEY WEST: Okay. Thank you. Another question. "How many awards will you make from this solicitation?"

SHARRON FLETCHER: We are planning to make 25 awards of up to \$200,000 through this solicitation.

SYDNEY WEST: Okay. "Can you use the funding to assist case manage, provide services to the parents of incarcerated crime victims or survivors?"

SHARRON FLETCHER: Again, if that is a support that your organization provides, those are potential eligible activities that you could include in your budget.

SYDNEY WEST: Oh, here's one. If we are awarded and have funds left over in year 1, could those funds be rolled over to year 2?

SHARRON FLETCHER: Yes. So all of your funding, once your budget is approved, the entire amount of funding is available to you for the entire award period. So we don't close out from year to year. Your funding is available to you for the duration of the 24 months, and so you can use that as planned and as needed to support all of the activities that are included in the approved budget.

SYDNEY WEST: Thank you. I would like to take this time to point out that in the Chat Box, our moderator--one of our moderators has placed the solicitation overview flyer. You can click on that link and download the flyer. I highly recommend you take a look at this flyer. It'll also be made available in the general solicitation page, but it provides step-by-step process of how to apply for this award. Okay. Let's see. A question regarding, again, the definition of underserved, and would the shelter for victims of domestic violence in rural Missouri be considered underserved?

SHARRON FLETCHER: I'm not quite sure but if it is a nonprofit organization, then you would be able to apply under the solicitation. If the shelter is run by a nonprofit entity, then they would be able to apply. I'm also seeing a few questions around format. And one person asked, "Are they able to present their proposal in more than one format?"

SYDNEY WEST: No, it's not in more than one format. You choose one of the three, either the project plan questionnaire in JustGrants, the video submission, or the oral presentation. You choose one of the three. And I will note that for both the video and the oral presentation, we will transcribe those conversations so that we have--we have the ability to read over what was said so that we--we'll have all the information collected.

SHARRON FLETCHER: I see another question around the application process. "During the oral presentation, will panelists ask questions of the presenter or is it more like a speech with no Q&A?"

SYDNEY WEST: Thanks for that question. It will actually be more like--we will not ask questions. It won't be an interactive session. You will respond to the questions in the solicitation in the same way as if you had written them out in the questionnaire. But we want you to simply respond to those questions. Okay. I'm seeing a question, "Can the project timeline be submitted as part of the video oral presentation or only in written form, i.e., upload a document?" So if you--the timeline should follow the same format as whatever format you choose for your project plan. So if you decide to submit your project plan via JustGrants, same for your timeline. If you decide to submit your project plan via video, you would submit your timeline in the video.

SHARRON FLETCHER: I do see one question around, "The RFP states cash transfers are not allowable. How do you define and what are included in cash transfers?" For the sake of this solicitation and for OVC, Office for Victims of Crime, we do not provide direct cash and funding to victims, so we can't give cash in hand. However, you are able to provide gift cards to victims that are needed--that are having needs around food or other supports in that regard, so that is what we mean by a cash transfer. We're not--we are not able to approve direct cash being provided to any of the victim survivors or clients that are supported through these awards. And then the last question before we close, I do see a question around, "Is the \$200,000 total funding over the 24-month period or is it \$200,000 per year?" And the answer is that the \$200,000 that will be awarded is total for the 24-month period. So that amount would be available to you for the 2-year period.

I think we are at time, and we still have a lot of questions. But the good news is we are going to have a second pre-application webinar on this Thursday, June 20th, and we encourage you all to come back. We will do another short review of the application process, as well as have a little bit more time so—available--so that we can walk through another question-and-answer session because we want to make sure everyone is prepared, and again, set up for success in the application process. So thank you all so much for joining us this afternoon.

DARYL FOX: So 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.