

Checklist for OVC FY 2024 Anti-Trafficking Grantee Orientations



Foundational Orientations

Participation in OVC foundational orientations is a requirement for new OVC anti-trafficking grantees and the orientations identified below with an asterisk (*) are mandatory. Track compliance with this grant requirement by completing the form below with names and dates of staff attendance and submit with your progress report in JustGrants.

Staff are highly encouraged to take orientations, especially as new staff onboard, throughout the year. While not mandatory, this form can also be used to document any orientations attended by staff through the award.

Upload this form as an attachment with your next progress report once complete or as updated.

Putting the Pieces Together: OVC FY 24 New Grantee Orientation*	Name	Date

Human Trafficking Program Orientation*	Name	Date

New Grantee Performance Management Team Orientation*	Name	Date

Foundational Orientations

Cross-Cutting Training and Technical Assistance Opportunities for Anti-Trafficking Grantees	Name	Date

JustGrants Weekly Training Webinars	Name	Date

JustGrants Weekly Training Webinars	Name	Date

	Name	Date

Program Specific Orientations

These orientations vary by grant program. Visit the [Orientation Catalog](#) to determine which orientation is relevant to your project. Fill in the orientation title in the fillable block on the left and the names and dates of staff attendance on the right. Pay particular attention to the participation level (mandatory or highly encouraged).

	Name	Date

	Name	Date

	Name	Date