

# FY21 OVC TVSSA Grantee Orientation

## Webinar Question & Answer Responses

- **Does the award period begin when the special conditions are met?**
  - Your award period is outlined in the award package, located in the JustGrants System. The most common start dates are October 1, 2021 or January 1, 2022.
  
- **I am taking over a grant. What do I need to do to gain access to the Just Grants website?**
  - Your entity administrator listed in JustGrants is the only person that can add you to an award.
  
- **Are we allowed to have more than one TVSSA award at a time? (e.g. are the effective dates of the grant funds allowed to overlap?)**
  - Yes, entities are allowed to hold more than one TVSSA award at a time. If there is overlap between awards, please make sure there is no duplication of costs between awards.
  
- **Our budget is approved; however, our incurred prior expenses are beyond \$25,000. Will I have to re-do the budget again?**
  - If you incurred more than \$25k in costs while awaiting the approval of your budget, you will need to speak with your assigned OVC grant manager for guidance on how to address this issue.
  
- **When requesting a budget modification does the modification have to be more than 10% of the award?**
  - You must submit a budget modification GAM in one of three circumstances:
    - (1) you are adding funds to an OJP budget category that was at \$0 in your approved budget;
    - (2) you are reprogramming more than 10% of the total award amount, either in a single transaction, or cumulatively over the life of the award period; or
    - (3) your federally-approved indirect cost rate agreement has either increased or decreased (by at least \$1 in either direction) and you need to reprogram funds between the indirect and direct costs categories.
  
- **Do I need to complete a GAM first in order to accept an increase?**
  - You should have already received an automated notice from JustGrants requesting that you respond to change request for a GAM. You need to attach a revised budget which totals the exact amount of your award to that GAM and resubmit it in order to initiate the budget review/approval process.

- **Can award money be used for to host training for RN's/ SANE's and to have an evaluator come train our team to better help our serve our victims?**
  - You are limited to using your award funds as they are budgeted in your approved budget, unless you request prior approval through a Change in Scope GAM from OVC to change your program activities, or make minor changes to your budget. If your budget has been approved, and it includes line items that would include those training costs, then yes, you can proceed with the training. If your budget has not been approved, and you'd like to add these costs to your budget, contact your assigned OVC grant manager.
  
- **Does the 2022 financial guide apply to 2021 TVSSA awards?**
  - Yes, it does. The special conditions on your award require you to follow the most current edition of the Financial Guide.
  
- **Do we need to send in proof of completion of the financial management training every year we receive a TVSSA grant or only the first year?**
  - You need to complete the training if you are the assigned Grant Award Administrator or a Financial Manager for any OJP award; every 3 years in order to stay in compliance with the requirement.
  
- **Where do we get the login and password for the financial management training?**
  - You can register for the grants and financial management training using the link [here](#). You will need your tribe/organization's EIN and your award # to register for the training.
  
- **Is it possible for someone other than the financial administrator or grant award administrator to take the financial management training? It would be very helpful for my job as a grant writer/administrator.**
  - Yes, anyone associated with a grantee organization, and who has a role in managing USDOJ funding, can complete the training. You just need to register using the link in the chat and have the federal EIN and award number handy.
  
- **Is there a Financial Training scheduled yet?**
  - There are currently no in-person trainings scheduled yet. You can satisfy the condition by completing the training online.
  
- **I got a request for a report covering January-March 2022. We have not begun to use our award just yet; do I need to note that on the report?**
  - Reporting begins when the performance period starts (e.g. October 1 or January 1). This means the program is required to report any progress that has been made under the award, regardless if work has been done on the award.

- **When is the due date to submit grant proposal for OVC TVSSA FY2022?**
  - The due dates for the FY '22 TVSSA Solicitation are:
    - Step 1 Deadline in Grants.gov: Submit a SF-424 and a SF-LLL by 3:00 p.m. eastern time on Wednesday, May 12, 2021
    - Step 2 Deadline in JustGrants: Submit the full application by 3:00 p.m. eastern time on Monday, June 14, 2021.
    - If you have any questions about the application process, I encourage you to join the upcoming webinars that are outlined on the OVC website.
    - Link to the OVC Website: <https://ovc.ojp.gov/program/tribal/tribal-victim-services-set-aside#09mwfh>
  
- **I received email stating my report is due. When I log into JustGrants it says no report is due but in 1 month 27 days from now. When I login to PMT, it states “This is not an active account.”**
  - If your award period started on January 1, 2022, you only have a PMT report due for the quarter covering 1/1/22-3/31/22, which was due on 4/30/22 in the PMT. If you are having difficulty accessing your PMT account, contact the PMT Help Desk for assistance. Your first semiannual program progress report (covering 1/1/22-6/30/22) is the first programmatic report that you will need to submit in JustGrants due on 7/30/22.
  
- **Does this webinar take the place of the in-person orientation that is required?**
  - There is no requirement for an in-person orientation for this program.