



Fiscal Year 2025 OVC Tribal Victim Services Set- Aside (TVSSA) New Grant Recipient Orientation

February 26, 2026

Thank you for joining. We will begin shortly.

Housekeeping Items



- **Q&A** - Please enter your questions into the Q&A feature at the bottom of your screen



- **Chat** - Please use the chat feature to communicate with the moderator, the speakers, and the other participants



- **CC** - Please click on the CC icon to view closed captioning during this session



- Need tech support? Email support@t-vstta.org

Traditional Opening

Janet Routzen, OVC Grant Manager



Welcome

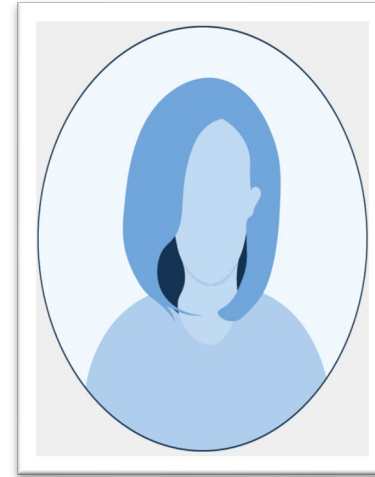
LeBretia White OVC Tribal Division Director



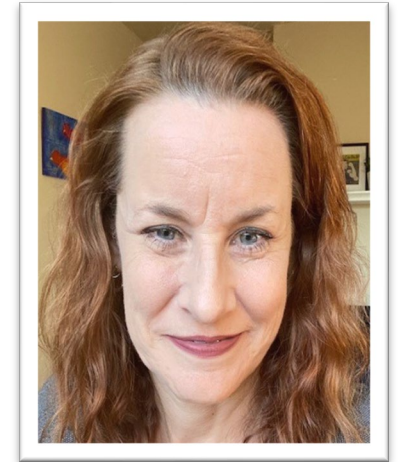
OVC Presenters



Janet Routzen



Ramesa Pitts



Lori Gardner



Meet Your OVC Grant Managers



Lori Gardner



Rachel Gibson



Dawn Hill



Shari Holloway



Kyle Ismail



Keisha Kersey



Keith Locklear



Tanya Miller



Ramesa Pitts



Alexis Polen



Janet Routzen



Barbara "Bonnie"
Robertson



Carmen
Santiago-Roberts



Jenny Stancell



Silvia Torres



Kimberly Woodard



Tribal Division Leadership



LeBretia White
Tribal Division Director



Doresa Payton
Tribal Division Deputy Director



Poll Question #1

What is your role under the FY 2025 TVSSA Award?

- Victim Service Director/Coordinator
- Victim Advocate
- Grants Officer or Grant Writer
- Financial Officer or Accountant
- Other



Agenda

- Welcome and Introductions
- Overview of OVC Programs
- FY2025 TVSSA Funding Highlights & Updates
- Understanding Award Conditions & Financial Guidelines
- Grant Recipient Support System
- How to Address Award Conditions
- Resources and Upcoming Events

Today's Goal and Learning Objectives



- Gain a greater understanding of OVC's mission and the TVSSA Program
- Identify your key grant documents
- Understand the terms and conditions of your award, including reporting responsibilities
- Review your award documents to ensure compliance with requirements
- Become familiar with available resources



What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services (COPS)**.

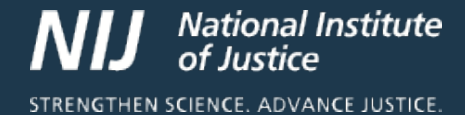
BJA – Bureau of Justice Assistance



BJS – Bureau of Justice Statistics



NIJ – National Institute of Justice



OVC – Office for Victims of Crime



OJJDP – Office of Juvenile Justice and Delinquency Prevention



SMART – Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking



OVC's 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.

About the Office for Victims of Crime (OVC)

OVC raises awareness of crime victims' issues and supports programs that assist all victims in the aftermath of crime. The office provides leadership and funding for:

- Providing critical direct services
- Analyzing emerging needs and existing gaps in victim service
- Identifying and replicating best practices
- Implementing data-driven and technical innovations in victim services

Tribal Division and TVSSA Program



Tribal Division Programs

- Tribal Victim Services Set-Aside Formula Program (*noncompetitive*)
- Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area 6: Children's Justice Act Partnerships for Indian Communities
- Project Beacon: Increasing Services for Urban American Indian and Alaska Native Victims of Human Trafficking



To learn more please visit:
<https://ovc.ojp.gov/program/tribal/ovc-support-for-tribal-communities>

TVSSA Program Examples

OVC funds must be used to support victims of crime. Some examples include, but aren't limited to:

Sexual Assault Program

Serving Male Survivors
of Crime

Comprehensive Victim
Assistance Program

Responding to Missing
and Murdered Indigenous
Persons

Vulnerable Adults and
Elder Abuse Program

Law Enforcement Based
Victim Advocacy

Assisting Victims of
Financial Abuse and
Exploitation

Child Abuse Programs
including Child Advocacy
Centers

Civil Legal Assistance for
Crime Victims



FY 2025 TVSSA Program Overview

OVC's FY 2025 Tribal Victim Services Set-Aside (TVSSA) Formula Grant Program provides support to tribal communities to enhance services for victims of crime through activities that address the needs of a wide variety of crime victims in tribal communities.

Direct services to victims of crime

Needs assessments and strategic planning

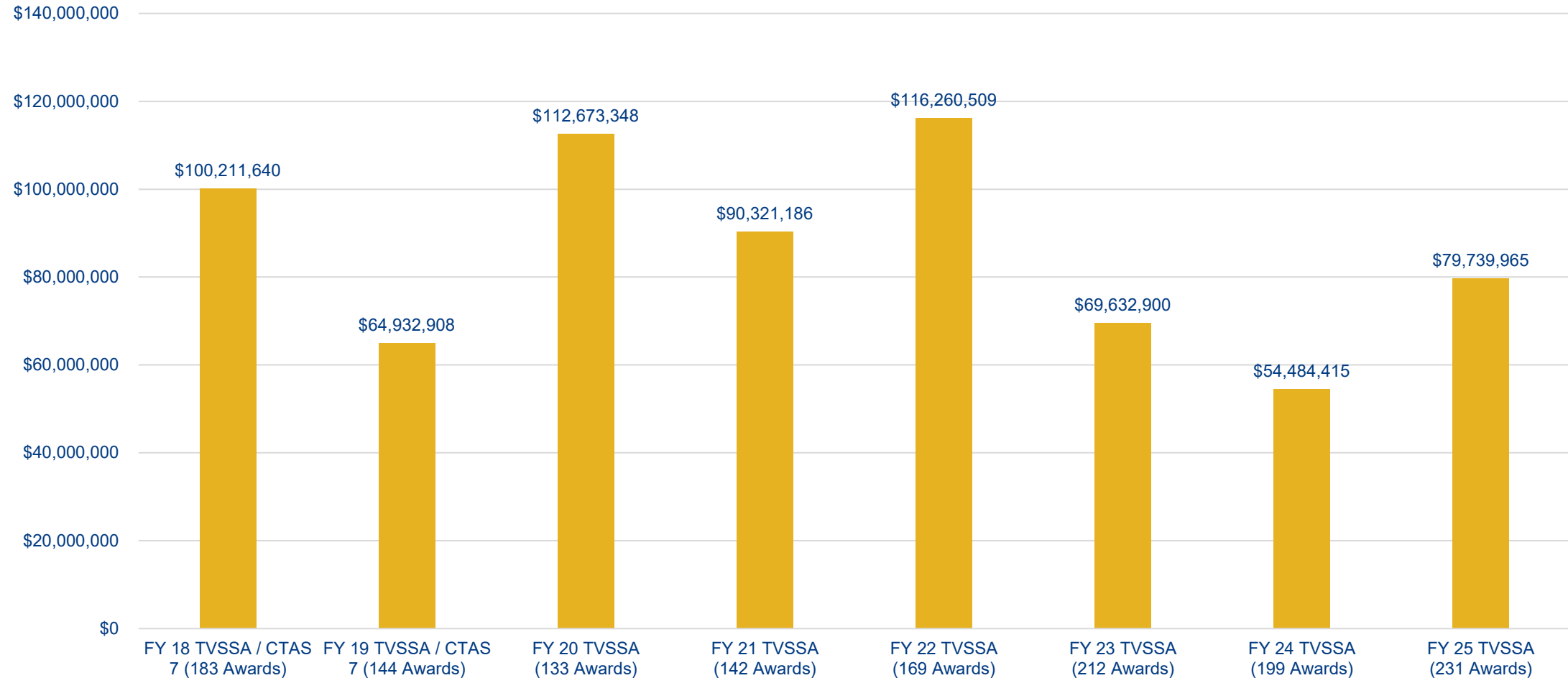
Program implementation – implementing victim service programs based on the documented victim assistance needs of the community

Program expansion



TVSSA Grant Funding History (FY 18 – 25)

Award Amount



FY 2025 TVSSA Award Information



Total Awards: 231



Minimum award: \$256,619



Maximum award: \$1,355,549 (Consortia)



Period of Performance start date:
October 1, 2025, or January 1, 2026



Period of Performance duration:
Up to 5 years (60 months)



FY2025 TVSSA Budget Guidance Chart

A. Personnel		
<p>Personnel Costs: Award funds may be used to pay the salary for full- and part-time employees who will spend their time and effort providing services to victims of crime. See DOJ Grants Financial Guide (3.9 Allowable Costs, Compensation for Personal Services) and 2 C.F.R. § 200.430.</p> <p>Note: Recipients must track staff time spent on grant activities. Time not spent on grant-related activities (i.e., not allocable to the grant) may not be charged to grant funds.</p> <p>Example:</p> <ul style="list-style-type: none"> ○ If the Executive Director is expected to spend only 30% of their time on grant activities, salary for the position should be budgeted at 30% of annual salary. ○ The recipient must keep documentation (e.g., timesheets) that show the Executive Director's time spent on grant activities, and this documentation must be consistent with the amount of grant funds obligated, expended, and drawn down for those activities. ○ If the Executive Director ends up spending only 20% of their time on grant activities, the grantee may only obligate, expend, and draw down funds commensurate with that, and not the full 30% budgeted. 		
Cost Category	Allowable Cost Examples	Unallowable Cost Examples
Personnel	<p>Types of Costs</p> <ul style="list-style-type: none"> • Salary: Compensation paid must be reasonable and consistent with that paid for similar work in the organization. • Annual cost-of-living increases/COLA. • Performance-based bonuses (incentive compensation) to the extent that overall compensation is reasonable, and bonuses are consistent with a pre-existing employment agreement or grantee policy. 2 C.F.R. 200.430(f). <p>Types of Positions</p> <ul style="list-style-type: none"> • Victim advocates, coordinators, specialists, etc.: Professionals trained to support crime victims (e.g., counsel victims, offer emotional support, provide information, accompany victims, staff crisis hotlines, run support groups). • Case managers provide follow-up care and identify, coordinate, and link victims to services. • Program coordinators: Personnel who lead multidisciplinary team efforts—for example, Sexual Assault Nurse Examiner–Sexual Assault Response 	<ul style="list-style-type: none"> • Time not allocable to grant activities. • Personnel activities that include the following: <ul style="list-style-type: none"> ○ Fundraising. Grant-funded personnel performing fundraising activities may not charge time/effort spent on those fundraising activities (e.g., coordinating/organizing fundraising) to the award. ○ Lobbying or advocacy activities with respect to legislation or to administrative changes to regulations or administrative policy (<i>cf.</i> 18 U.S.C. §1913), whether conducted directly or indirectly. ○ Offender services not related to victimization. ○ Investigation, prosecution, court, and corrections personnel, such as law enforcement officers, criminal investigators, prosecutors, pre-trial services officers, probation officers, judges, clerks, and court administrators. (This does not preclude an investigation, prosecution, court, or corrections agency from using grant funds to employ



FY 2025 TVSSA Unallowable

Know the
funding
limitations

TVSSA funds cannot be used to pay for costs associated with:

- Activities not related to victim services.
- Expenses associated with law enforcement or prosecution personnel or activities.
- Food, beverages, meals, or refreshments for meetings, conferences, or trainings.* *Cultural and traditional activities that are reasonable may be approved*
- Lobbying, fundraising activities, and legal services for criminal defense.



Core Deliverables

Core deliverables include reports and documentation, as required by law.

- Semi-annual Progress Reports
- Quarterly Performance Measurement Data
- Quarterly Financial Reports (FFR)
- Submission and Clearance of Proposed Project Budget
- Current Indirect Cost Rate Agreement

Project-Aligned Deliverables

Examples may include:

- Needs Assessment, Logic Model and a Strategic Plan
- Policies and Procedures
- Items for dissemination such as publications, communications, and curricula

HELPFUL TIP:
Have a conversation with your Grant Manager to discuss the deliverables you've outlined in your application.





Let's pause
for questions.

Role of Grant Recipient



Grant Recipient Role

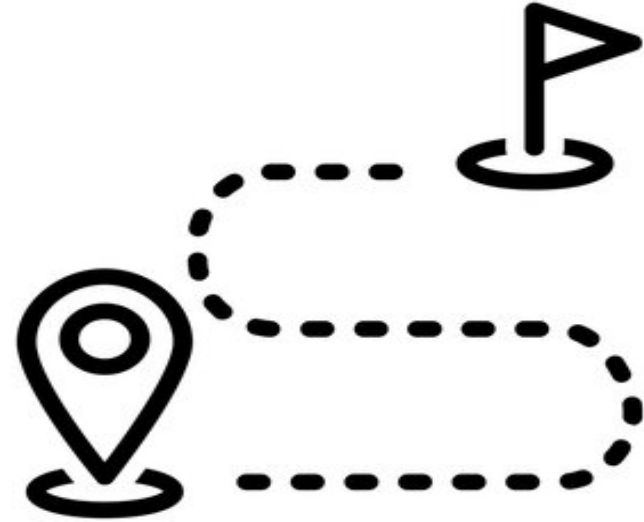
As a grantee, your responsibilities include:

- accessing and accepting the award in JustGrants;
- reviewing and complying with the award conditions;
- reaching out to your Grant Manager in case of doubts, concerns, or major changes to the project;
- managing and implementing the project according to the grant terms and conditions;
- submitting all required financial, programmatic, and performance reports, completing all deliverables as outlined in your application and the solicitation; and
- refraining from obligating or expending funds when you have withholding conditions on your award



Getting Started

- Access and accept the award in JustGrants
- Assign JustGrants roles
- Review and comply with the award conditions on the award document



How to Accept the Award in JustGrants

To accept an award in JustGrants, the Authorized Representative will need to —

1. Sign in to JustGrants.
2. Select an award from My Worklist.
3. Open and accept the information for each tab of the Award Package page.
4. Click Accept. *(After the Authorized Representative clicks Accept, the system will display a banner indicating that the award has been accepted.)*



Finalizing Your Budget

1. If your budget is still under review by the Office of the Chief Financial Officer (OCFO), you cannot obligate, expend, or draw down funds.
2. Prior to final budget clearance, OCFO may change request your budget for revisions or clarification of expenses.
3. Before uploading the revised budget in JustGrants, it is highly recommended to address all issues identified by OCFO and ensure the budget is free of mathematical errors and totals the ***exact amount*** of your award.



If you have questions about your budget, please reach out to your assigned Grant Manager.

Understanding Your Award Conditions



Before We Start...



There are a few things you need to know—

The Award Conditions and language mentioned during this webinar are specific to the **FY 2025 TVSSA Solicitation**.

If you have project-specific questions regarding award conditions, **please contact your OVC Grant Program Manager**.



Polling Question #2

Have you reviewed your FY 2025 TVSSA award conditions?

- Yes, I have reviewed them.
- No, I have not reviewed them yet.
- No, I was not sure where to find the information.
- I'm not sure.



What is an Award Condition?

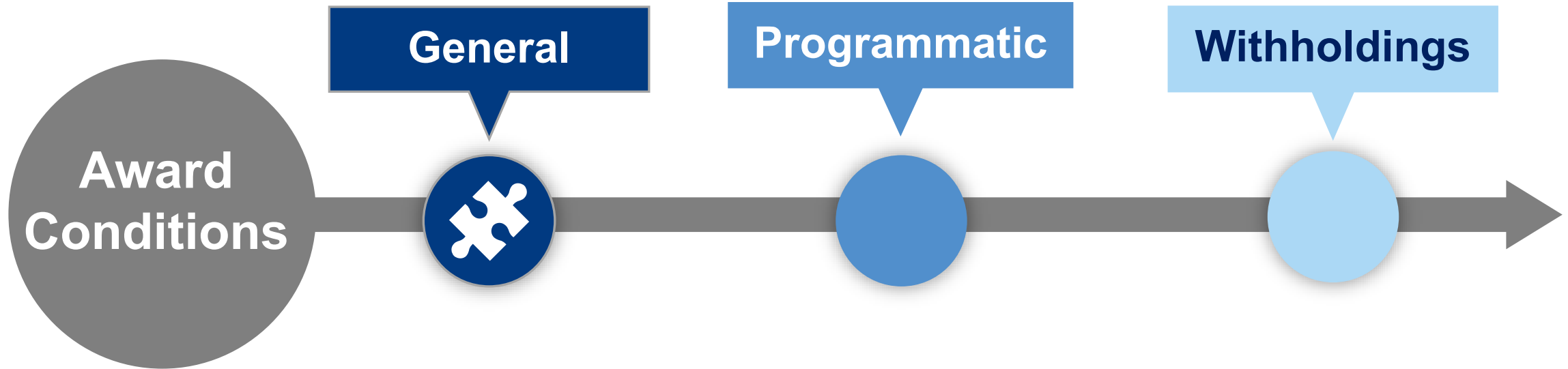
Award Conditions are terms and conditions outlined in your grant award package.

The screenshot shows a web application interface with a navigation menu. At the top, there are two tabs: 'Funded Award Information' (which is underlined) and 'Audit'. Below these, there are five main menu items: 'Award Package' (underlined), 'Award Conditions', 'Award Details', 'Award Attachments', and 'Performance Management'. Under 'Award Package', there is a list of sub-items: 'Award Letter', 'Award Information', 'Project Information', 'Financial Information', and 'Award Conditions'. A large blue arrow points from the right towards the 'Award Conditions' sub-item, with the text 'Select Award Conditions' written inside the arrow.

Award Conditions – Active vs. Withholdings


- **Withholdings** — Withholdings can be removed when the condition is satisfied or if the requirement is no longer applicable.
- **Active** — Some conditions remain “active” throughout your project period.
- Read your award package, check in JustGrants, and talk to your OVC grant manager.
- At grant closeout, you must certify that all conditions were met.

Award Condition - Overview



General Condition: Required Financial Management Training

- **Who:** JustGrants Grant Award Administrator (GAA) and Financial Manager (FM)
- **When:** Training must be completed within 120 days after the date of award acceptance AND within 120 days of a GAA or FM change.
- **How Often:** Must complete every 3 years*
- *Successful completion of the training on or after January 1, 2022 will satisfy this condition.



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Office of Justice Programs

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OJP Grants Financial Management and Grant Administration Training

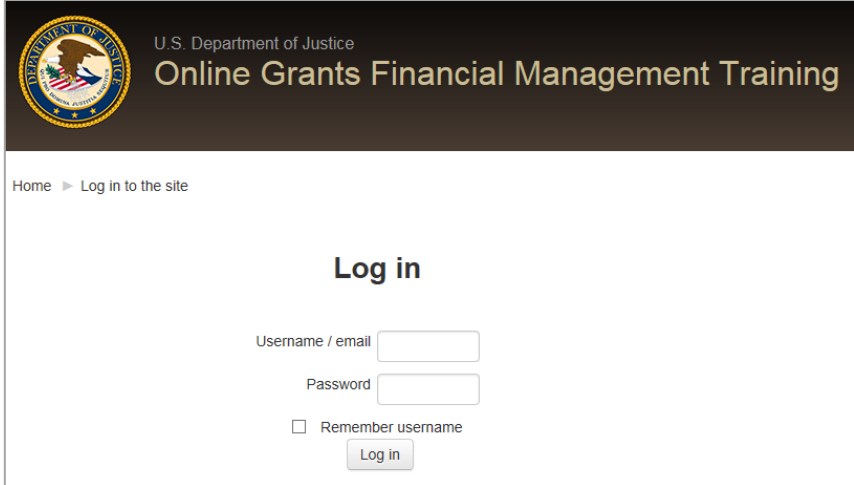
The Office of Justice Programs offers financial management training for our award recipients. Successful completion of one of the financial management trainings below will satisfy the training requirement for the points of contact and financial points of contact of an award.

DOJ Grants Financial Management Online Training

This training is designed for individuals responsible for the financial administration of discretionary and/or formula grants awarded from federal grant-in-aid programs administered by various bureaus and offices at the Department of Justice, including the:

- Office of Justice Programs
- Office of Community Oriented Policing Services
- Office on Violence Against Women

In its 24 modules, this training emphasizes the basics of federal grants management. The topics discussed are similar to the ones covered in the two-day Financial Management seminars hosted by the DOJ Office of the Chief Financial Officer each year. DOJ is offering this online version of the seminars to give you, a current grantee, the ability to complete federal grants management training from your desktop in place of traveling to the onsite trainings. The only prerequisite for taking this online training is that you must be a direct award recipient with a current grant and/or cooperative agreement as awarded by one of the DOJ grant-making agencies listed. Click [here](#) to take the DOJ Grants Financial Management Online Training.



U.S. Department of Justice
Online Grants Financial Management Training

Home ► Log in to the site

Log in

Username / email

Password

Remember username

General Condition: Grant Reporting Responsibilities

Performance Measures Reporting

- Quarterly reporting in the PMT
- Due within 30 days of each quarter

Progress Report

- Semiannual reporting in JustGrants
- Due January 30 and July 30

Financial Status Report

- Quarterly reporting
- Due within 30 days of each quarter

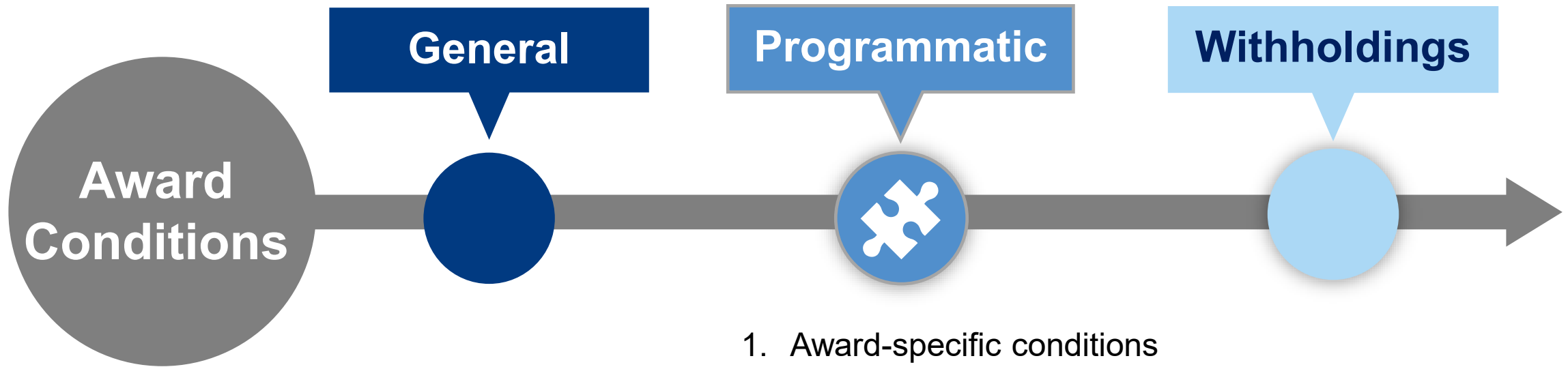
Final Report

- Due no later than 120 days after the award end date

Funds will be automatically frozen if you do not submit your report by the deadline.



Award Conditions- Programmatic



1. Award-specific conditions
2. Active through the life of the award



Programmatic Condition: Consultant Rates

Not to exceed \$650 per day or \$81.25 per hour.

Written Prior Approval must be obtained for some costs specified in 2 C.F.R. Part 200

- Compensation for consultant services in excess of the grant-making component's maximum hourly or daily rate for an 8-hour day – currently **\$650.00** or **\$81.25** per hour.
- An 8-hour day may include preparation, evaluation, and travel time in addition to the time required for actual performance.
- Please note, however, that this does not mean that the rate can or should be the maximum limit for all consultants.

Programmatic Condition: NEPA for Construction/Renovation Projects

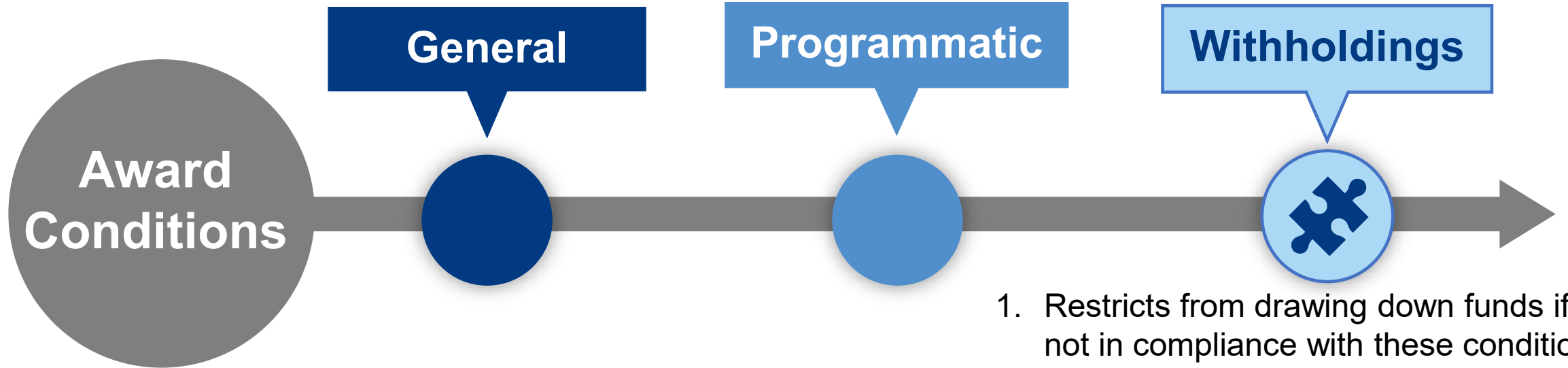
- All construction/renovation projects are required to comply with the National Environmental Policy Act (NEPA).
- NEPA requires federal agencies to consider the effects that a proposed action (including awarding grants) may have on the environment and any related social and economic effects.





Let's pause
for questions.

Award Conditions- Withholdings



1. Restricts from drawing down funds if not in compliance with these conditions
2. Should be addressed immediately
3. May be added when information is missing from the application



Screenshot of JustGrants – Funding Balance and Availability Tab

Award Package	Award Conditions	Award Details	Award Attachments	Performance Management	<u>Funding Balance and Availability</u>	Federal Financial Report (FFR)	Grant Award Modification (GAM)	Monitoring	Closeout
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Suspensions

Description	Date	Comments
Expired SAM registration	06/05/2023	

Hold

Description	Amount	Date	Comments
Award Condition Number 39	\$347,240.00	01/30/2023	
Award Condition Number 40	\$347,240.00	01/30/2023	
Award Condition Number 41	\$312,516.00	01/30/2023	
Award Condition Number 42	\$347,240.00	01/30/2023	

[Print Funding Balance and Availability](#)

Financial Withholding: Conditional Clearance



If your budget is still under review by OCFO, you can only obligate, expend, or draw down up to 10% of awarded funds.



Prior to final budget clearance, OCFO may change request your budget for revisions or clarification of expenses.



Before uploading the revised budget in JustGrants, it is highly recommended to address all issues identified by OCFO and ensure the budget is free of mathematical errors and totals the **exact amount** of your award.



Email a copy of your revised budget to your Grant Manager for review.



Financial Withholding: Indirect Costs

Indirect Costs: Withholding for indirect costs for awards with a conditional budget clearance from OCFO.

To address this condition—

- Upload the new Indirect Cost Agreement as an "Attachment" in JustGrants.
- Email a copy of your new Indirect Cost Agreement to your assigned grant manager.
- If your rate has changed (increased or decreased) you will need to submit a budget modification GAM.

Financial Withholding: Award Conditions [as applicable]

Program Strategy/ Budget

Financial Management Training

Revised Program Narrative

Revised Time-Task Plan

Disclosure of Duplication in
Cost Items

Budget



How to Satisfy a Withholding Award Condition

1. Take Action:

Complete and email the required documents to your OVC grant manager.

2. Removal of the Withholding on an Award Condition:

Only your OVC grant manager can resolve a Withholding Award Condition.

3. Notification of Withholding Award Condition Removal:

The POCs in JustGrants will receive an automated notification once the withholding has been removed. This may take several days to weeks depending on the condition.



Let's pause
for questions.

Construction and Renovation Projects



Criteria for Construction Projects

- Victim services must be the primary purpose of any construction project funded by TVSSA. Below are key criteria for TVSSA funded construction activities.
 - Construction must be a reasonable and necessary expense of the victim services program
 - Projects that are secondary or unrelated to victim services are not allowable
 - Applicants must clearly explain how construction supports direct service delivery



Criteria for Construction Projects

Victim services must be the primary purpose of construction projects.








- Construction must be reasonable and necessary for victim services delivery
- Projects unrelated to victim services are not allowable
- Applicants must demonstrate a clear link between construction and direct service delivery
- Allowability determined on a case-by-case basis

Examples from the FY2025 TVSSA Budget Guidance Chart.



- **Purchase, site preparation, and installation of modular buildings, prefabricated buildings, trailer homes, mobile homes, or similar structures** to serve as a location for providing victim services.
- **Major renovations and expansion of existing buildings**
- **Fencing** outside of or surrounding victim service facilities.
- **Sidewalks, parking areas, driveways, access roads, etc.**, necessary to provide access to the victim services facility.
- **Construction of a new building.**
- Construction project planning expenses.

Construction Costs: Allowable vs. Unallowable

ALLOWABLE COSTS

-  Modular & prefabricated buildings
-  Site preparation & installation
-  Major renovation or expansion
-  Minor renovation or remodeling
-  Access-related infrastructure
-  Traditional new construction (cost-effective only)
-  New construction allowed when modular/prefab are not feasible

UNALLOWABLE COSTS

-  Purchase of real property (land)
-  Purchase of existing buildings affixed to land

Note: Allowable costs must meet federal purpose, necessity, and cost-effectiveness standards. Real property acquisition is not allowable.



NEPA Requirements

- All construction and renovation projects must comply with NEPA
 - National Environmental Policy Act (NEPA) review must be completed before construction begins
 - OVC is responsible for the environmental determination
 - OVC-funded contractors assist grant recipients with NEPA compliance



Required: Construction and Renovation Efforts Questionnaire and Supporting Documents

- Questionnaire: Required for all construction or renovation projects regardless of scale
 - Applies to modular, renovation, and new construction projects
 - Responses must be complete and thorough to support review
- Supporting Documents: Preliminary site plans and conceptual designs
 - Project delivery and implementation plans
 - Inspection documentation for renovations or expansions
 - Cost estimates, especially for stick-build justification
 - Modular buildings must meet DOJ minimum standards and a 20-year useful life
 - Review DOJ Grants Financial Guide Section 3.8 (Construction)

Contact your
OVC Grant
Manager if you
have any
questions



Grant Recipient Support System



OVC Grant Manager Role

Grant Managers are responsible for overseeing the entire lifecycle of a grant.

Their roles include:

- Connecting grantees to the right tools and resources to successfully manage their award(s)
- Monitoring award compliance
- Monitoring award progress
- Performing desk reviews and monitoring visits
- Reviewing and approving Grant Award Modifications (GAMs) to the award
- Providing additional direction and oversight as needed

TVSSA Technical Support

Upon award, OVC will provide access to programmatic and/or financial support to expand grant recipients' capacity to develop and implement their grant-funded project. Support may include:

- Professional development training.
- Specific training for project staff and staff members on how to serve victims of crime.
- Assistance with establishing mechanisms to capture required performance measurement data, development of project deliverables, or other TTA needs that may be identified.
- Assistance in preparing budget modifications.
- Support for construction and renovation projects.

OVC expects all recipients to actively participate in activities and services offered through OVC and to use the OVC designated resources and TTA providers for technical support.

Reports and Due Dates



Performance Measurement Reporting Systems

- **Performance Measurement Tool (PMT):** A web-based reporting system in which grantees can electronically submit qualitative and quantitative program performance data.
- **JustGrants (JG):** A grants management system that provides applicants and grantees with an end-to-end experience throughout key parts of the grants management lifecycle.



Report Types

Report Type	Definition
Quarterly Performance Measure Report	Three months of data on award activities entered in the PMT. Combined with any subgrantee or partner data as applicable.
Semiannual Report	This report includes quarterly data and narrative questions related to grantee and subgrantee activities. Narrative questions cover progress toward goals and objectives. A separate set of questions in JustGrants covering the previous 6 months and next 6 months only.
Closeout / Final Report	This report is submitted after all grant funds are expended and aggregates quantitative and qualitative data over the life of the award.

***Report on Grant Activity** – Proposed activity implemented or executed with OVC grant funds.

Reporting Schedule: Federal Fiscal Year

Reporting Period (federal fiscal year)	Data Required in PMT	Upload to JustGrants?
October 1–December 31	Due January 30: performance measures and narrative questions	Yes January 30
January 1–March 31	Due April 30: performance measures	No
April 1–June 30	Due July 30: performance measures and narrative questions	Yes July 30
July 1–September 30	Due October 30: performance measures	No
Last Reporting Period of Award	Due after end date on each award. Performance measures and closeout questions	Yes 120 days after award ends



Important Note: Reporting is required each quarter even if there was no grant activity.



Performance Measurement Tool

- The PMT website address is: <https://ojpsso.ojp.gov/>.
- Each grantee will have an account created by the PMT team.
- Initial access will be granted to the organization point of contact (POC) listed in JustGrants as the Grant Award Administrator.
- The POC will receive an auto-generated email from the OVC PMT Helpdesk with login instructions.
- If the organization has other OVC awards under different programs, the profile will include a separate tab for each program. The Tribal award will be listed under the Transforming Victim Services tab.

PMT Resources

Resources in PMT or on the OVC website:

- List of all performance measures.
- User guides for the PMT system.
- Recorded trainings and webinars on PMT and performance management topics.
- Updated Performance Measure Dictionary and Terminology Resource.

i Performance Measure Dictionary and Terminology Resource [↗](#)

The [OVC Performance Measure Dictionary and Terminology Resource](#) is designed as a resource for terms used as part of OVC's performance data collection efforts. Check out this resource for standardized definitions and examples for easier reporting.

Performance Measures

How can grantees find support and resources?

© iStock/Ivan-balvan (see reuse policy).

Grantee Support and Resources [↗](#)

OVC aims to support all grantees in reporting performance measures data thoroughly and accurately. OVC provides grantees with resources, including performance measures questionnaires, solicitation maps to locate performance measures topic areas, and system user guides.

New to OVC performance reporting? [↗](#)

Start with these resources:

1. [Transforming Victims Services Performance Measure Quick Tips Guide](#)
2. [Transforming Victims Services Performance Management: Introduction Webinar](#)
3. [Victim Assistance Performance Management Quick Tips Guide](#)
4. [Victim Assistance Performance Management: Introduction Webinar](#)

Individual Support and Webinars [↗](#)

The OVC performance management team hosts individual support sessions via phone or virtual platform (WebEx) and educational webinars about grant program performance measures and PMT navigation.

Where can I find my program's performance measures?

[Victim Assistance and Compensation Grantee Performance Measures](#)

[Transforming Victim Services Grantee Performance Measures](#)

[Human Trafficking Grantee Performance Measures](#)

How are performance measures reported?

When are performance reports due?

How can grantees find support and resources?



Which Helpdesk to Call?

PMT Tier 4 Helpdesk

- New user accounts in PMT
- Navigating or error messages in PMT
- Specific program performance measures in PMT or JustGrants



JustGrants Helpdesk

- Account creation, forgot password, roles, onboarding
- Navigation or error messages in JustGrants (e.g., how to find performance reports)
- Uploading attachments



Contact Information

OVC PMT Helpdesk

Monday–Friday, 8:30 a.m.–5:00 p.m. Eastern
Toll free number: 844-884-2503**

Email:

ovcpmt@usdoj.gov

Website:

<https://ovc.ojp.gov/funding/performance-measures>

*** Appointments are available outside of normal business hours by request.*

JustGrants

Monday–Friday, 7:00 a.m.–9:00 p.m. Eastern;
Saturday, Sunday, and federal holidays from
9:00 a.m. to 5:00 p.m. Eastern
Toll free number: 833-872-5175

Email:

justicegrants.support@usdoj.gov

Website:

<https://justicegrants.usdoj.gov/>

Resources and Information



Population Certification Form

Instructions: Interested applicants must complete this electronic form by 11:59 p.m. Alaska time, on March 23, 2026, to signal their intent to participate in the FY 2026 Tribal Victim Services Set-Aside (TVSSA) Program. OVC will use this information to determine each applicant's eligibility to receive Set-Aside funding. OVC will also apply a population-based administrative formula to calculate the maximum award amounts for each applicant. OVC cannot accept Population Certifications after the submission deadline. Applicants will receive an email confirming receipt of their Certification form.

- OVC is now accepting Population Certification Forms for the FY 2026 TVSSA from federally recognized Tribes, Tribal consortia, and organizations acting as the authorized designees of federally recognized Tribes.
- Submitting a Population Certification Form is the first step of a two-step TVSSA application process. OVC will use a population-based formula to develop funding allocations for each eligible applicant who submits a form.
- Submit your form online no later than **March 23, 2026, 11:59 pm, Alaska Time.** <https://ovc.ojp.gov/fy26-tvssa-population-certification-form>

Upcoming Events – JustGrants Virtual Sessions



If you have JustGrants questions or simply want to learn more, register to attend one of the reoccurring sessions on:

- Entity Management
- Post-Award Management or
- Grant Award Acceptance for DOJ award recipients.

Register at:

<https://justicegrants.usdoj.gov/training/training-virtual-sessions#register-for-upcoming-virtual-q-a-sessions>



Upcoming Events – Programmatic Reporting Training



- This training is for OVC TVSSA grantees and will provide an overview of the reporting requirements for OVC TVSSA awards. This webinar will not be recorded—live participation is encouraged.
- **Who Should Attend:** Those implementing the program and responsible for performance reporting
- **When:** April 2026, date TBD
- *PMT will send out an announcement when the date is set.*

Grants and Financial Management Training

- This seminar is open to those who have not completed the Online Grants Financial Management Training or In-Person Basic Financial Management Seminar in the last 3 calendar years.
- Training dates:
 - June 24-25, 2026 - Washington, DC
 - August 19-20, 2026 - Washington, DC
 - September 23-24, 2026 - Virtual

For more information visit <https://www.ojp.gov/training-and-technical-assistance/gfmts/seminar-general-information> or email DOJFinancialTraining@ojp.usdoj.gov.



Important Websites/Resources

- **OVC Tribal Division Web Page:** <https://ovc.ojp.gov/program/tribal/tribal-victim-services-set-aside>
- **DOJ Grants Financial Guide:** <https://ojp.gov/financialguide/DOJ/index.htm>
- **System for Award Management SAM:** www.sam.gov
- **JustGrants:** <https://justicegrants.usdoj.gov/>
- **DOJ Grants Financial Management Online Training:** <https://onlinegfmt.training.ojp.gov>



Additional Resources



Visit OVC's dedicated Tribal website for up-to-date information:

- Webinars and Current Funding Opportunities;
- Fact Sheets and Frequently Asked Questions;
- Publications; and more.

Visit: www.ovc.ojp.gov/program/tribal/tribal-victim-services-set-aside

Useful Contact Information

OVC Mainline:	202-307-5983 or OVCTribalSetAside@usdoj.gov
JustGrants Help Desk:	833-872-5175 or JustGrants.Support@usdoj.gov
OVC PMT Help Desk:	844-884-2503 or ovcpmt@usdoj.gov
OCFO Customer Service Center	800-458-0786 or ask.ocfo@usdoj.gov

Questions?



Thank You



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 **OVC**
Office for Victims of Crime