

OVC Fiscal Year 2020 Advancing the Use of Technology to Assist Victims of Crime

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Presenter



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Outline of Webinar Presentation



1. Mission of DOJ and OVC
2. Scope of this program
3. Walkthrough of the solicitation
4. Questions and Answers



Note: Have a copy of the solicitation available to follow along.



This program furthers the Department's mission by supporting organizations that demonstrate innovative strategies to create, expand, or enhance use of technology on a national scale or regional projects that can be replicated nationally to improve response, services, and access for victims of crime.

OVC Mission Statement

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OVC is committed to enhancing the Nation's capacity to assist crime victims and to providing leadership in changing policies and practices to promote justice and healing for all victims of crime.

Program Overview

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OVC seeks to provide funding to organizations that demonstrate innovative strategies to create, expand, or enhance the use of technology in innovative ways to interact directly with crime victims and/or provide information, referral, crisis assistance, and longer term help.

Program Scope

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- OVC will support national-scope initiatives and regional initiatives (that can be replicated nationally) to maximize the use of technology to improve and increase access to crime victim services.
- Funding under this initiative may support technology development and maintenance; the staff required to operate, update, and maintain the proposed platform or service; training and technical assistance on the purpose and use of the technology (including outreach and publicity activities); and staff engaged in coalition-building activities regarding the use of technology.
- This funding should not supplant or duplicate currently funded initiatives in these areas.
- Applicants who propose to use this funding for ongoing, rather than new, initiatives must specify how these funds would be used to expand or enhance current services while not duplicating existing efforts.

Goal

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The goal of this program is to develop innovative strategies to create, expand, or enhance the use of technology to improve response, services, and access for victims of crime.

Deliverables

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- Direct service provision to crime victims, using trauma-informed approaches that protect the safety and confidentiality of victims.
- Culturally and linguistically appropriate community outreach events and materials.
- Resources for service providers and criminal justice stakeholders.
- A final report describing project activities, promising practices, challenges encountered, and solutions to address those challenges in order to improve outcomes for crime victims.

Eligibility

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The following entities are eligible to apply

- Public agencies,
- Institutions of higher education (including tribal institutions of higher education),
- Federally recognized Indian tribes, and
- For-profit and nonprofit organizations (including tribal nonprofit and for-profit organizations).

All recipients and subrecipients (including any for-profit organization), must forgo any profit or management fee.

Federal Award Information

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Number of awards OVC expects to make	3
Estimated maximum dollar amount for each award	\$1.5 million
Period of Performance start date	October 1, 2020
Period of Performance duration	24 months
Period of Performance end date (no extensions)	September 30, 2022

Type of Award

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OVC expects to make awards under this solicitation as **Grants**:

- Legal instrument of financial assistance
- **Awarding agency** maintains an **oversight** and **monitoring** role
- **Without substantial involvement** with awarding agency

See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for more information.

Federal Award Information (cont.) (Pg. 5)



- OVC may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and progress of award-funded work, and the availability of appropriations, when making continuation award decisions.
- Under this solicitation, only one application by any particular applicant entity will be considered. An entity may, however, be proposed as a subrecipient (subgrantee) in more than one application.
- All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.



11:59 p.m. ET
May 12, 2020

OJP urges applicants to submit applications **at least 72 hours prior** to the application due date.

OJP Grant Application Resource Guide



The OJP Grant Application Resource Guide at
<https://ojp.gov/funding/Apply/Resources/Grant-App-Resource-Guide.htm>.

- Offers guidance to assist in preparing and submitting applications.
- Addresses a variety of policies, statutes, and regulations that apply to many OJP program applicants, or to grants and cooperative agreements awarded in FY 2020.
- Some OJP programs may have program solicitations that expressly modify a provision of this Guide; in such cases, the applicant is to follow the guidelines in the solicitation as to any such expressly-modified provision.

Applicants may also review DOJ Grants Financial Guide at
<https://ojp.gov/financialguide/DOJ/index.htm>

Applications also **MUST** Include (Pgs. 13-14)



- SF-424
- Project Abstract
- Indirect Cost Rate Agreement (if applicable)
- Financial Management Questionnaire
- SF-LLL
- Disclosure of Pending Applications
- Disclosure and Justification – DOJ High Risk Grantees
- Tribal Authorizing Resolution (if applicable)
- Research and Evaluation Independence and Integrity
- Request and Justification for Employee Compensation; Waiver (if applicable)
- Time-Task Plan
- Job Descriptions and Resumes for Key Staff

Review the solicitation checklist and see [OJP Grant Application Resource Guide](#) to review the details for submitting many of these elements.

Program Narrative Format

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- Double-spaced
- 12-point Times New Roman font
- 1-inch margins
- Not exceed 20 pages
- Pages should be numbered

If the Program Narrative fails to comply with these length-related restrictions, OVC may negatively consider such noncompliance in peer review and in final award decisions.



- Report key performance measures and required client data in OVC's Performance Measurement Tool (PMT), <https://ovcpmt.ojp.gov>.

VII. Victim Services Section

- Applicants should review the applicable performance measures at <https://www.ovc.gov/grants/pdftxt/TVS-questionnaire.pdf>.
- Application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data if funded.

Budget Detail Worksheet



See the [OJP Grant Application Resource Guide](#) for information on the:

- [Budget Information and Associated Documentation](#) in the “Budget Preparation and Submission Information” section.
- Use the DOJ standard form; Excel version preferred.
- Budget detail and budget narrative combined in one document.
- Personnel costs should relate to the key personnel for the project.
- The budget should include adequate funding to fully implement the project, broken out by year, reflecting 24 months.
- The budget narrative should be mathematically sound and correspond with information in the Budget Detail Worksheet.
- Available at: <https://www.ojp.gov/funding/apply/forms/ojp-budget-detail-worksheet>

How to Apply

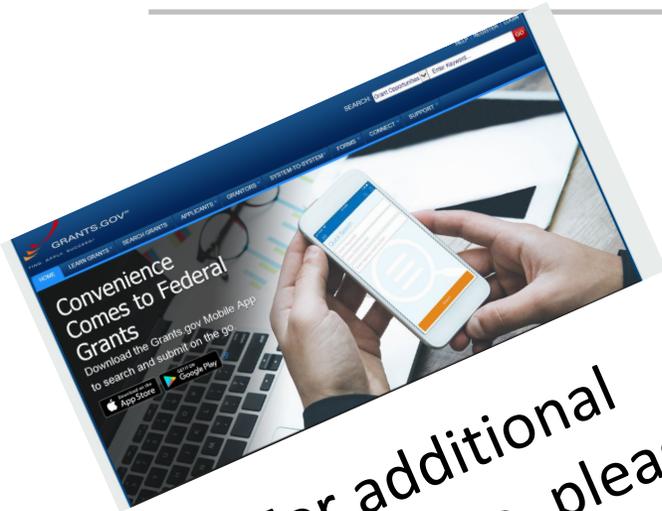
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- Applicants **must register** in, and submit applications through, **Grants.gov**
- Submit application **at least 72 hours prior** to the application due date
- Call the Grants.gov Customer Support Hotline at 800–518–4726 or 606–545–5035 (24/7) for technical difficulties
- **Applications Are Due: May 12 by 11:59 p.m. ET**

How to Apply in Grants.gov

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For additional information, please review [OJP Grant Application Resource Guide](#)

All Applicants should complete the following steps:

1. Acquire a unique entity identifier (a Data Universal Numbering System (DUNS) number)
2. Register or maintain registration with the System for Award Management (SAM) database well in advance of applying (replaces CCR).
3. Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password.
4. Acquire confirmation for the AOR from the E-Business Point of Contact (E-Biz POC).
5. Search for the funding opportunity on Grants.gov
6. Select the correct Competition ID.
7. Access Funding Opportunity and Application Package from Grants.gov.
8. Submit a valid application consistent with the solicitation by following the directions at Grants.gov.



As noted in the [OJP Grant Application Resource Guide](#).

IMPORTANT SAM.gov ALERT

- If you are a new entity registering in the System for Award Management (SAM) or an **existing entity that needs to update or renew your SAM registration**, you must submit an original, signed notarized letter appointing the authorized Entity Administrator within 60 days of the registration activation. **Notarized letters must be submitted via U.S. Postal Service Mail.**

Technical Problems/ Request for Late Submission



- The following conditions generally are insufficient to justify late submissions:
 - Failure to register in SAM or Grants.gov in sufficient time (SAM registration and renewal can take as long as 10 business days to complete. The information transfer from SAM to Grants.gov can take up to 48 hours.)
 - Failure to follow Grants.gov instructions on how to register and apply as posted on its website.
 - Failure to follow each instruction in the OJP solicitation.
 - Technical issues with the applicant's computer or information technology environment, such as issues with firewalls or browser incompatibility.

Review Process

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- Peer reviewers (internal, external, or a combination) will review the applications to ensure they meet basic minimum requirements, such as:
 - The application was submitted by an eligible type of applicant
 - The application requested funding within programmatic funding constraints (if applicable)
 - The application was responsive to the scope of the solicitation
- Before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant.

Federal Award Administration Information (Pg. 10)



See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

- Award notifications made by September 30, 2020 via email through GMS to the individuals listed in the application as the point of contact and the authorizing official.
- Detailed instructions on how to access and view the award documents, and steps to take in GMS to start the award acceptance process.
- Lots of legal requirements! Read carefully!

Also see:

[Administrative, National Policy, and Other Legal Requirements](#)

[Information Technology \(IT\) Security Clauses](#)

[General Information About Post-Federal Award Reporting Requirements](#)

Attachment Tips



OVC strongly recommends that applicants use descriptive names when labeling attachments.

Good Examples:



File Name: Budget Detail Worksheet

File Name: Letters of Support

Bad Examples:



File Name: Other Attachments

File Name: File 4

Adding Attachments

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- Grants.gov has two categories of files for attachments: "mandatory" and "optional."
 - OJP receives all files attached in both categories.
 - Do not embed "mandatory" attachments within another file.
- Pay attention to the alert on page 2 for details on how to add, view, and delete attachments.
- Also see the alert on Checking for Errors with attachments in the “Registration and Submission Steps (Grants.gov)” of the [OJP Grant Application Resource Guide](#).

Tips



- **There are lots of steps. START EARLY!!! DON'T WAIT UNTIL THE LAST MINUTE!!!**
 - Registrations (DUNS, SAM, Grants.gov)
 - Identify Partner(s)
 - Schedule planning meetings with proposed partner(s)
- Apply under the correct competition ID: **OVC-2020-18094.**
- **Applications Are Due: May 12 by 11:59 p.m. ET.**
- Submit application **at least 72 hours prior** to the due date.
- Use the Budget Detail Worksheet template.
- Ask for the amount of funding needed.
- Call the Grants.gov Customer Support Hotline at 800–518–4726 or 606–545–5035 (24/7) for technical difficulties.

Stay Connected to OVC



Subscribe to receive notices about OVC's programs and initiatives in one of two ways.

- **Text to Subscribe:** Text **OJP OVC [your email address]** to **468-311** to subscribe. *Message and data rates may apply.*
- **Online:** Visit https://puborder.ncjrs.gov/Listservs/subscribe_newsfromovc.asp and enter your email address.

Follow us on social media.

- **Facebook:** <https://www.facebook.com/OJPOVC>
- **Twitter:** <https://twitter.com/OJPOVC>
- **YouTube:** www.youtube.com/ojpovc

Solicitation Assistance and Support (Pg. 2)



National Criminal Justice Reference Service (NCJRS) Response Center

<https://www.ncjrs.gov>

- Provides programmatic and general assistance with solicitation requirements.
- Links to all current OJP funding opportunities
- Subscribe to receive email notifications of new opportunities
 - Sign up to receive the biweekly **JUSTINFO** newsletter and the weekly **Funding News From NCJRS** email.
 - Be sure to select “Grants/funding” as an area of interest in your NCJRS registration profile when you subscribe.
- **Phone:** 800–851–3420
- **Email:** grants@ncjrs.gov
- **Web chat:** <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>
- **TTY** at 301–240–6310 (hearing impaired only)
- **Hours of operation:** 10:00 a.m. to 6:00 p.m., eastern time, Monday through Friday. Open till 8 pm on closing date.

Technical Application Assistance (Pg. 2)



Grants.gov

- Provides technical assistance with submitting an application
 - **Customer Support Hotline** – 800-518-4726 or 606-545-5035
 - The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.
 - **Email**
 - <https://www.grants.gov/web/grants/support.html>
 - support@grants.gov
- Provides information on available federal funding opportunities for various federal agencies.



Important Websites

- OVC's website: www.ovc.gov
- OJP Grant Application Resource Guide: <https://ojp.gov/funding/Apply/Resources/Grant-App-Resource-Guide.htm>
- DOJ Grants Financial Guide: <https://ojp.gov/financialguide/DOJ/index.htm>
- Budget Detail Worksheet: <https://ojp.gov/funding/Apply/Forms/BudgetDetailWorksheet.htm>
- OVC Training and Technical Assistance Center: www.ovcttac.gov
- Grants Management System: <https://grants.ojp.usdoj.gov/>
- Grants Payment Request System: <https://grants.ojp.usdoj.gov/gprs>
- Grant Performance Measurement Reporting: <https://ojp.gov/performance/>



Please submit questions during the presentation by using the Q&A box and selecting all presenters.