Presenter

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Office for Victims of Crime

Webinar Outline

1. OVC Overview and Mission

2. Breakdown of the **Crime Victim Compensation Program Assessment** solicitation

   - Project Purpose, Goal, and Objectives

   - Eligibility

   - Application and Award Timelines

   - Required Documents

3. How to Apply

4. Questions and Answers

OVC Mission Statement

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.

VOCA-Authorized Activities

Crime Victim Compensation (formula)

- Direct payments for crime victims
- Reimbursement for crime-related expenses (e.g., medical, mental health counseling, funeral and burial, lost wages, loss of support)

Victim Assistance Services (formula)

- Community-based victim service programs
- Supports the delivery of direct services (e.g., counseling, shelter, advocacy, legal services)

OVC Discretionary Activities

- National-scope training and technical assistance
- Demonstration and services programs
- Victim legal assistance
- Program evaluations
- Fellowships
- Services for victims of federal crimes (e.g., tribal victim assistance)

Project Purpose   (Pg. 1)

- The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office for Victims of Crime (OVC), is seeking applications for funding for the Crime Victim Compensation Program Assessment to support six compensation programs as they conduct critical assessments of victims' access to states' compensation programs and implement recommendations to enhance crime victim access to compensation funding.

Project-Specific Information   (Pg. 4)

- During this three-phase project, successful applicants will seek to increase awareness of victim compensation programs and interest in seeking victim compensation.

- **Phase 1**: Conduct an assessment of the state's current compensation program, policies, and procedures regarding victims' access to compensation, which should include an analysis of applicable rules, regulations, statutes, and other relevant standards or policies providing guidance for the state's compensation program.

- **Phase 2**: Develop an implementation plan based on the needs identified in the assessment. Successful applicants will also generate model recommendations and promising practices for their states that may be replicated in other states or territories in the future.

- **Phase 3**: Execute the implementation plan of recommendations identified during the first two phases that will result in enhanced victim access to compensation funding.

Goal   (Pg. 4)

The goal of this project is to develop or enhance and implement evidence-based strategies, and organizational practices and policies, to increase program responsiveness, efficiency, and accessibility for all victims throughout the state.

Project Objectives   (Pgs. 4-5)

Selected states will achieve this goal through the following objectives:

- Conduct an assessment of the state's current compensation program, including

  - applicable rules, regulations, statutes, and other relevant standards impacting the ability of victims to access compensation,

  - an analysis of the different federal, state, local, and other funding streams and programs that support victims.

  - an assessment of the compensation program's efforts to coordinate, collaborate, conduct outreach, and partner with other government agencies, nonprofit organizations, and other professional organizations;

- Generate model recommendations and promising practices;

Project Objectives   (Pgs. 4-5)

- Develop analysis of the different federal, state, local, and other funding streams and programs that support victims;

- Examine if and how restitution impacts state compensation programming, including the effectiveness of restitution collection efforts in their states;

- Develop an implementation plan based on the assessment that strives to produce a more efficient and responsive compensation program, while increasing crime victim access to compensation funding; and

- Implement the recommendations that will result in enhanced victim access to compensation funding.

The following entities are eligible to apply:

- state victim compensation programs that are eligible to administer the Victims of Crime Act (VOCA) Victim Compensation grants.

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

For additional information on Eligibility, please review the title page of the solicitation.

Application Timeline (Pg. 1)

- Solicitation Opened: **February 19, 2020**

- Solicitation Closes: **April 20, 2020**

OVC recommends you submit applications
at least 72 hours prior to the application due date.

Award Amount and Project Period (Pg. 6)

Maximum number of awards OVC expects to make: 6 Awards

Estimated maximum dollar amount for each award: $350,000

Total amount anticipated to be awarded under solicitation: $2.1 million

Period of Performance start date: 10/01/2020

Period of Performance duration: 36 Months

Type of Award   (Pg. 6)

This award will be made as a **Cooperative Agreement**:

- which provide for OJP to have **substantial involvement** in carrying out award activities.

- See the "Administrative, National Policy, and Other Legal Requirements" section of the OJP Grant Application Resource Guide for more information.

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Part 200 Uniform Requirements (Pg. 6)

All award recipients and any subrecipients/subawards are subject to Part 200 Uniform Requirements. (See the OJP Grant Application Resource Guide
https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide#financialManagement.)

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

Applications **MUST** Include (Pgs. 7; 10)

These elements MUST be included in the application submission to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Program Narrative
  - Description of the Issue (20%)
  - Project Design and Implementation (45%)
  - Capabilities and Competencies (20%)
  - Plan for Collecting the Data Required for this Solicitation's Performance Measures (5%)
- Budget Detail Worksheet including the Budget Narrative (10%)

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Program Narrative Format   (Pg. 7)

- Double-spaced, using a standard 12-point Times New Roman font

- No less than 1-inch margins

- Not exceed 25 pages, double-spaced

- 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.

- Award recipients will be required to provide the relevant data by submitting semiannual performance metrics through OVC's online Performance Measurement Tool (PMT):

  – https://ovcpmt.ojp.gov/.

- Applicants should examine the data collection requirements and key performance indicators at https://www.ovc.gov/grants/pdftxt/TVS-questionnaire.pdf. Award recipients will be required to complete the following sections, including any relevant shared measures.

  IV. Data Gathering

  VI. Strategic Planning

- Reports generated from OVC's PMT system must be uploaded to the Grants Management System very 6 months.

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 36 months.

- The budget should be mathematically sound and correspond with information described in the program narrative and aligned with the project design.

- Available at: https://www.ojp.gov/funding/apply/forms/ojp-budget-detail-worksheet

Applications also *MUST* Include   *(Pgs. 7-9)*

- SF-424 – see OJP Grant Application Resource Guide
- Project Abstract – Pg. 7
- Indirect Cost Rate Agreement (if applicable) – see OJP Grant Application Resource Guide
- Financial Management Questionnaire – see OJP Grant Application Resource Guide
- SF-LLL – see OJP Grant Application Resource Guide
- Disclosure of Pending Applications – see OJP Grant Application Resource Guide

- Disclosure and Justification – DOJ High Risk Grantees – see OJP Grant Application Resource Guide
- Disclosure of Process Related to Executive Compensation – see OJP Grant Application Resource Guide
- Research and Evaluation Independence and Integrity (if applicable) – see OJP Grant Application Resource Guide
- Time-Task Plan – Pg. 9

SF-424   (Pg. 7)

Double Check the SF-424

- Type of Application: "New"
- Legal Name: Enter the same legal name you use in all OJP award documents. Must be exactly the same.
- Start/End Dates: 10/01/20 – not more than 09/30/23
- Estimated Funding: Must match the federal request in the Detailed Budget Worksheet
- Project Description: FY 20 Crime Victim Compensation Program Assessment
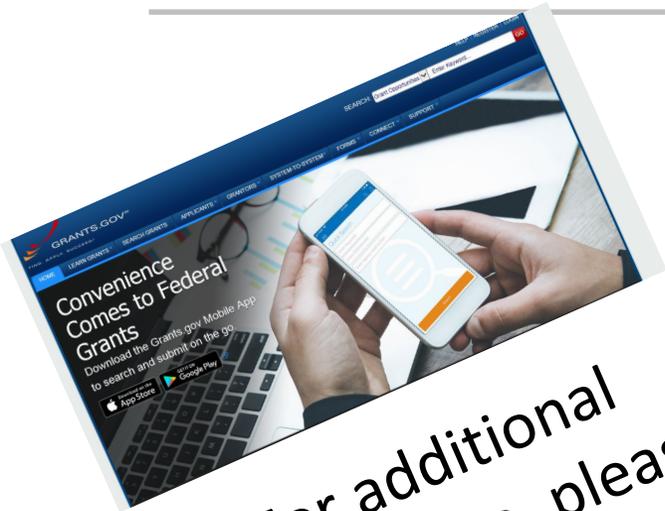
For additional information, please review *OJP Grant Application Resource Guide*

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 sixty (60) days of the registration activation. **Notarized letters must be submitted via U.S. Postal Service Mail.**

Technical Problems / Request for Late Submission (Pgs. 2)

- 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.

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

Good Example:

Bad Examples:

File Name: File 4: Budget Detailed Worksheet
File Name: File 6: Information on Proposed Subawards.

File Name: Budget
File Name: File 4

Review Criteria (Pgs. 7; 10)

These elements MUST be included in the application submission to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

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Tips

- Start the application process early!
  - Registrations (DUNS, SAM, Grants.gov)
  - Identify Service Partner(s)
  - Schedule planning meetings with proposed partner(s)
  - Begin drafting MOUs, Letters of Intent, and Subcontracts/Subgrants
- Apply under the correct competition ID: **OVC-2020-17574**.
- Submit your application 72 hours prior to the due date.
- Using the Budget Detail Worksheet template is required.
  - Applicants must follow the same format (headings, subsections, etc.) if not using the template for this critical element.
- Ask for the amount of funding needed.

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

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Soliciation 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 bi-weekly **JUSTINFO** newsletter as well as 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.

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.
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Important Web Resources

- Office for Victims of Crime: www.ovc.gov

- DOJ Grants Financial Guide: https://ojp.gov/financialguide/DOJ/index.htm

- OJP Grant Application Resource Guide: https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide

- OVC Training and Technical Assistance Center: www.ovcttac.gov

- Grants Grants Management System Help Desk: GMSHelpDesk@usdoj.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/

Question Time

To submit a question, use the **Q&A Box** and select **all panelists**.