

[Transcript from the OVC Fiscal Year (FY) 2020 Improving Outcomes for Child and Youth Victims of Human Trafficking preapplication webinar, which was held April 3, 2020. The archived webinar can be found at: <https://www.ovc.gov/grants/webinars.html>.]

MARY JO GIOVACCHINI: Good afternoon, everybody, and welcome to--actually, good morning. I apologize. And welcome to today's webinar, OVC Fiscal Year 2020 Improving Outcomes for Child and Youth Victims of Human Trafficking, hosted by the Office for Victims of Crime. At this time, I am going to turn it over to today's presenter.

B. LINDSAY WALDROP: Hi, everyone. Good morning. Excuse me. My name is Lindsay Waldrop. I am a Victim Justice Program Specialist at the Office for Victims of Crime. My grant portfolio is a mix of programs that work with children and youth, services to child and youth victims of human trafficking, or to just child and youth victims at large. And it's my pleasure to get to work on the Improving Outcomes for Child and Youth Victims of [Human] Trafficking program.

So today, we are going to go over some of the details in this solicitation, the OVC mission, the purpose of the solicitation, eligibility, and a bit of the technical details about how to apply.

This solicitation is funded by the Office for Victims of Crime. If you're not familiar with our office, we are one of six component offices within the Department of Justice's grantmaking arm, the Office of Justice Programs.

And our mission is the expansive. It's to serve all crime victims. And so, since our establishment in the 1980s, OVC has been committed to enhancing the nation's capacity to assist crime victims and to providing leadership and changing policies and practices to promote justice and healing for all victims of crime.

This--and we also are the largest federal funder of trafficking services programs. And we've been working on human trafficking as an office since the establishment of the TVPA, the Trafficking Victims Protection Act in 2000. This is--this solicitation, in itself, is a fairly new program to OVC. It started in FY--fiscal year 2016. Excuse me. And this program is distinct from all of our other human trafficking solicitations, as the emphasis is on state- or tribalwide jurisdiction coordination, rather than the implementation of direct services.

So please note that this program is for state or tribal level government as the primary applicant. I'm going to say that now, and I'll probably say it again or a few times. It's— They're the primary applicants for this. Nonprofits can be subawardees. However, if you do not have that relationship with your state or tribal government, or you do not think they're interested in working on this solicitation, this may not be the solicitation for you.

So the scope of the project, as we said, human trafficking is using the federal definition, and all of this information can be found on page 5 of the solicitation. We use the federal

definition. We are talking about minors and youth. And all of that is defined in the solicitation for you.

And submission of your applications. Submission deadline is at 11:59 p.m., Eastern Time, May 18, 2020. And we, very much, urge you to get your applications in early. The recommendation is at least 72 hours prior, just in case you have any technical difficulties or need assistance uploading the information.

There is not a prescribed model that states are asked to implement under this program. Each state or tribal jurisdiction under this program is to identify their own barriers to serving young victims of human trafficking, specific to their state.

And under this program, each grant recipient would be asked, once awarded, to develop a statewide or tribal jurisdiction-wide strategy to combat the needs identified in their grant application.

We ask that--under this program, that protocols and procedures to coordinate and better tailor services at your statewide or tribal jurisdiction-wide level are developed, and then delivered to OVC, under the grant.

Also through this program, we ask that a statewide or unified strategy for training in your state is developed and, again, submitted to OVC.

There are some direct services that can be funded through this award and put into the budget of your application, but to do so, you need to show how you're filling a gap in the existing service provision or funding availability. So you would need to document and show what other funding is coming into your state for this population and how any direct service--direct service funds are filling a gap, or doing something that is just in great need.

Excuse me. And you're also asked to conduct--You're also asked to conduct just your basic data collection information for reasons of performance measurement.

This slide [is] about Unallowable Costs and this information in this solicitation is very important if you are providing direct services. For those who are working--not providing direct services, I think the prime--the primary prevention activities note is important to be aware of, because primary prevention activities are not allowable under this award. We are the Office for Victims of Crime, and so, therefore, the crime has to have occurred. And while we understand prevention is incredibly important when we're talking about kids and human trafficking, that's not an allowable activity under our funding streams. So it's, I think, particularly important when you're doing your trainings that any sort of trainings that you propose doing are in the terms of victim identification and response, rather than prevention efforts.

So under the solicitation, this year in 2020, we are expecting to make four statewide or tribal jurisdiction awards. Each award up to \$1.5 million. And the period of performance

date would start on October 1, 2020, and it would be for a 36-month period. Trafficking Victims Protection Act grants are eligible to receive no-cost extensions on their timeline, if needed.

So this--the main points I'd like to mention on this one... This just a few details on your federal award. But what I'd really like to point out here is just an understanding--the top--the top blurb here, that just an understanding that awards are made on October 1, however, it often takes a while for budgets to be approved. So you might want to think about this when you're building your timeline. And just to know, while the award may be made, you cannot obligate, expend, or draw down funds until your budget is formally approved; and that often takes some time.

The awards. The type of award; this is a grant. And those of you who may be with OVC, we used to do a lot of cooperative agreements. So this is slightly different. It's a grant. And that just means there's all the same reporting and documenting requirements, however, there's a little less oversight in daily relationship with OVC. It also allows a little bit more ability to implement your grants, without prior approvals of certain activities, and that includes Conference Cost Reporting. Again, you do need to document all of your trainings and meetings, just the same as you would for Conference Cost Reporting, but you wouldn't have to go through that same process.

And this one is good to really highlight this information. If you have not had a federal award before, just to know that both you, the primary recipient, and any subrecipients must comply with standards for financial and program management. So at the Department of Justice, there's quite a few of those. So please be aware of those. Take a look at the [financial guide](#) or the [Grant Application Resource Guide](#) to familiarize yourself and just have an awareness of all that might be required of you, if you were to receive the award.

And here, we should note that there are civil rights requirements that you might want to be considerate of as you're applying for the award. And federal laws prohibit recipients of TVPA funding from discriminating in the delivery of services on the basis of age, race, color, national origin, religion, or disability. We recognize, however, under this solicitation, we are asking for a focus on children and youth.

And please be aware as you're preparing your program, your application, anything of that nature, that if you receive other federal funding, those requirements may have an impact on your program--your OVC-funded program.

So, per the TVPA, this solicitation requires a 25 percent cash or in-kind match. If you have questions about that, please--we'll give you information about who to reach out to at the end, or please look at the [OJP Grant Application Resource Guide](#) for more information about examples of certain kinds of cash or in-kind match. Generally, what we say for the match piece is that if there's an allowable activity under the federal-funded piece, if it's allowable under the federal piece, that is also allowable under

match. If it wouldn't be allowable under the federal piece, it would not be allowable under match.

So, again, here is where I'm just going to restate that eligibility are for state government or federal--federally recognized tribal governments. They can have subrecipients that are not state government, but the primary needs to be in office representing their state government, or a state university also is considered a representative of state government.

So for those who have been previously awarded an Improving Outcomes for Child and Youth Victims of Human Trafficking Award, you're not eligible to fund--for continuation; but if you do propose a new scope of work, that is--can be allowable. And the rest are, again, specific details that you can find in the solicitation.

So this is very important. This is the list of information that applications must include. If this information is not in your application package, you can be--you will not be considered for funding. It won't go to peer review or in any further level than a--just a basic review to see if you have this. And these are the scores of how peer review will be weighting your information. So please really consider this as you build your application.

And here is a fantastic resource slide that pulls out the links to information that can help you on the additional attachments that you need, such as the [Indirect Cost Rate Agreement](#) or the [Financial Management Questionnaire](#). It pulls out where all of that is located and what page you can find the details on. So the slide, in of itself, is I think a great resource.

So your SF-424, please just a couple of tips on that. It's important that your--the type of application is a "new" application, and that you're legal name matches exactly what all the documents are. That you have the exact start and end dates that are represented in the solicitation, and just the correct information. Also, please be sure to go back and double-check that the information that you're putting in your SF-424 matches your budget. That's extremely important, as if they don't match, that can delay the process.

So your Program Narrative Format, it's just important that I note that you need to comply with this because it may be a consideration in final award decisions. If you choose to use font 11, whereas everyone else is using font 12...

For your Statement of the Problem, we ask that you provide information specific to your state or tribal jurisdiction, telling us about the problem of human trafficking of minors and youth in your state, and where there gaps in service provision or in identifying the youth prosecution, etc. We need to have data that comes from multiple sources and is not just reliant on national hotline data. And then to note other efforts that your state has done on--in this area. To do a statewide implementation change--implementation program of this nature of coordination, it's important to just demonstrate that your state has done work and there's a level of readiness to take such a program on.

And, again, as I said, in your application, you should be able to identify what the greatest barriers are to identifying and assisting child and youth victims of sex and labor trafficking. Please include both. And to identify--or, to investigating and prosecuting the cases. And then your plan to say, "We're going to develop this as--you know, during this we'll be developing our statewide strategy to address these challenges, bringing in a multiple array of partners on--in your state that are working with children and youth."

And these are additional information that you should be including in your application package. If you are--Please have a time-task plan. We, at OVC, understand this may be fluid and, sort of, a living document but please give us your best estimate. If you are working directly with victims, providing direct service, or just, again--state organizations usually have this information--but if you are providing direct services as well, we want to know how victims' safety and confidentiality will be insured through the grant and through the services. And, again, just with all the staff, you need to provide information that accounts for these bullets on your screen.

In your application, you should include information on the roles and responsibilities of all of your multiple partners or your subawardees, a list of the personnel that will be working on the award, the resumes for the key staff; those that are really brought onto the award coming in for the application and they're really crucial in your program implementation. We'd like to know about--We'd like to see that you have a program coordinator or somebody who is designated, primarily, to overseeing this award and implementating--implementing the work. So we'd like to know about your experience providing services to victims of child--of human trafficking or related populations, such as child and youth victims of--runaway and homeless youth, or child and youth victims of other crimes.

And there should be plan for data collection. Performance measures are a key to documenting the success under your program, so there should be a plan for that. And, again, it's important to have a plan for what you're collecting and to demonstrate that you have budgeted time for that as well.

So we--it's important--this slide here tells you that we really want you to use--there's a DOJ Standard [Budget Detail Worksheet](#) form in Excel version. We would prefer that you use that. Your budget should include adequate funding to fully implement the project, broken out by year, reflecting the total 36 months. So we want to see the award... If you were granted, would be for the full 3 years; 36 months. So we want to see it broken up by year, but please have the full 3 years in mind in your application.

Okay. So here's a--here we go to implement--information on how to apply. You must registration first, in Grants.gov. Just to make sure that you're in there and you're good to go. Please do that at least 72 hours prior to the application due date. It's another one of those you need to be in there early to make sure everything's all set. And here's information about who to call if you have difficulties. And as a reminder, applications are due by May 18th, by 11:59 p.m., Eastern Standard Time. That is a strict hard deadline.

And here's information on how to apply in Grants.gov. It gives you, sort of, a step-by-step on what you need to do to get set up.

And if you have not yet--if you're new or if you do not yet have a system for Word management or SAM registration, please go ahead and do that as soon as you--as possible.

So, again, as I said, it is a bit of a strict deadline, and these are some of the reasons where they're generally insufficient to allow for any sort of justification. Justification needs high up approval here at OVC, and usually I've seen it--it's being done for, you know, I think remember with Hurricane Katrina or mass power outages that affect the entire city. Otherwise, I think they're very, very rare to grant an exception to the deadline.

So once your application is in GMS, there's a review process. And, again, first, you're--it's going to go through your basic requirements to make sure you have all of your documentation in there and that you are an eligible applicant. So, again, that needs to be state government or tribal jurisdiction government representatives.

So after they see if your response--oh. Sorry about that. Okay. Well, this is why it tells us that award information--that you would be--if you were--you would hear by September 30, 2020 on the details of your award. Once you do that, you'd be asked--if awarded, you would be asked to go in and sign your award and to--to be able to access anything, you need to accept the award. And to accept the award, you need to look at all of the legal requirements at the back. They're called special conditions. And you would just need to really be careful, as you sign those just to make sure you understand and that your organization has the capacity to adhere all of the required special conditions.

So here's a few tips in just about how to upload your documents.

And, again, when you are uploading your documents, this slide here gives information, sort of, about how to choose and select which documentations to label your document as. Should be they be "mandatory" or "optional."

And if I haven't said it before, again, I'll say this one again. Please start early. Just, we do not want any technically snafus to mess up a strong application. Please use the [Budget Detail Worksheet](#) template, and ask for them on a funding that is needed for your program. Just because you can ask for the maximum doesn't mean that you're state or your program needs a maximum in order to successfully implement this work. And if you have any--if you need any help, here's the information on who to call.

And this is a lovely slide as it reminds you that applying--that our relate--Acceptance of an award creates a relationship with the Office for Victims of Crime and the Department of Justice. And we're here to support you through TTA and work together on implementation of this program. But it is not a relinquishing the funds or, sort of, "Here's

your--here's your money and now we no longer chat." We have an expectation of ongoing relationship. And there, again, as a federal--Department of Justice award, there are a lot of regulations associated with execution and management of this grant. However, we have seen that our state government partners are--have been great partners to have this award with. So I know they understand all that goes into that. And we--again, another tip is we love to--ask for help if you have questions at this time. Because the award is competitive, we can't really answer anything outside of basic public information. But it does never hurt--never hurts to ask.

MARY JO GIOVACCHINI: All right. Before we go into questions, there's a handful of slides that I need to go over. And then once that is done, we will start answering your questions. If you'd like to stay in touch with OVC, you can do so by signing up to receive their newsletter. There's two ways now that you can do that. A new method is by texting. So you may text to--send a text message to OV--OJP OVC, insert your email address, and send that to 468-311. Just please note, message and data rates may apply. You could also go to the OVC website, www.ovc.gov, and subscribe to their email from their website. OVC also has a social media presence, and you may subscribe to follow them on [Facebook](#), [Twitter](#), and [YouTube](#). The links on how to subscribe to both--all three of those items are listed here on the slide and they will also be added to the chat box.

After this webinar, if you think of a question or we're not--unable to answer your question today, you can submit that question to the National Criminal Justice Reference Service and they will work with Lindsay to get an answer to you. You can call them at 800-851-3420 or email your question to grants@ncjrs.gov. They are open 10:00 to 6:00, Monday through Friday, Eastern Time and until 8:00 p.m., on the date that the solicitation closes. However, as Lindsay has strongly suggested, you should try to submit your solicitation or your application at least 72 hours in advance.

NCJRS also has two emails that you can subscribe to; JUSTINFO which comes out twice a month and Funding News From NCJRS that comes out each Friday. The Funding News announces funding opportunities from all agencies within the Office of Justice Programs. We'll alert you to webinars such as this related to a solicitation, notify you if there's any changes, or when items from webinars have been posted to the appropriate agency website.

As mentioned previously, Grants.gov is your contact if you're having technical issues with submitting your application, uploading attachments, or anything of that nature. You can contact their Customer Support Hotline at 800-518-4726 or at 606-545-5035. The Grants.gov hotline is operated and open 24 hours a day, 7 days a week, but they are closed on federal holidays. You may also email them at support@grants.gov.

And the last slide before we go into questions is basically a slide of pretty much every link or reference that Lindsay made during the webinar. So this is one slide that you can go to. First link, obviously, is the OVC website. Again, it's www.ovc.gov. We also have links here to the [OJP \[Grant\] Application Resource Guide](#), the [DOJ Grants Financial](#)

[Guide](#), as well as the [Budget Detail Worksheet](#). All these items would be beneficial to you as you move forward in the application process.

So, we are going to start getting into questions. Just as a reminder, please submit your questions to the Q&A box and send it to all presenters. And we will answer questions in the order that they were received. And just be patient as we work through these, we will get to your question.

So one of them is, “can applicants from other countries apply?”

B. LINDSAY WALDROP: The department of--hi. Can you guys hear me? Sorry about that.

MARY JO GIOVACCHINI: Yes, we can.

B. LINDSAY WALDROP: The answer to this is--okay. The answer to this is no. A Department of Justice or OVC grants is specific to within the United States, organizations working within the United States and serving victims within the United States. Victims can come from anywhere, but the scope of work is tailored to domestically.

MARY JO GIOVACCHINI: Thank you.

B. LINDSAY WALDROP: And I believe the Department of State should have awards such as this, for other countries to apply for.

MARY JO GIOVACCHINI: And a question did come through about “PowerPoints and so forth.”

So as a reminder, if you missed it in the beginning, PowerPoint, transcript, and the recording for today’s webinar will all be posted to the OVC website. It’ll take approximately 5 to 7 business days to get that information posted, and we will send you an email alerting you to--when it’s been posted.

“Are there other states who have received this award? And there examples of prior applications that were funded by this grant?”

B. LINDSAY WALDROP: Currently there are nine states that are funded through this program, and it’s really an exciting and interesting program; I’m glad to be a part of. If you go to the OVC website, www.ovc.gov, you can go “grants archive.” And from there, type in solicit--the solicitation type, and you can see who’s been funded before.

MARY JO GIOVACCHINI: Thank you, Lindsay. “Can subgrantees write portions of the applications, such as Statement of Problem or does it need to be done by the state agency?”

B. LINDSAY WALDROP: You know, I don't need to know who's writing the application. At the end of the day, I just need to know that the primary applicant, and responsible party for this award, is the state government or tribal government representative.

MARY JO GIOVACCHINI: "If a similar award has been awarded to your state in the past, what opportunity does your state have in receiving it again?"

B. LINDSAY WALDROP: I--yeah. I do not want to speak outside of the solicitation, other than to say you need to show that this is distinctly different work than what was done or something that--you know, based on the previous work, now you know you need to do X, Y, and Z, as well.

MARY JO GIOVACCHINI: "Can you clarify that nonprofits are eligible, despite state tribal being primary applicants?"

B. LINDSAY WALDROP: They are eligible if the state government chooses them as a subawardee. So you need to have that relationship and that partnership.

MARY JO GIOVACCHINI: And there was one question here that I asked the individual to clarify what they were asking. So I will wait to see if that comes through. Other than that, we have no other questions. So if anybody has a question for Lindsay, please go ahead and submit it to the Q&A box.

In the meantime, I will switch back over to the Stay Connected and the NCJRS slides for your information. Again, you can subscribe to receive the OVC emails by texting OJP OVC, insert your email address, and send it to 468-30--311. And you can also follow them on [Facebook](#), [Twitter](#), and [YouTube](#).

If you do have questions about the solicitation after the webinar, please contact the National Criminal Justice Reference Service and email them at grants@ncjrs.gov.

If you do have questions submit them to the Q&A box. Again, as a reminder, that is the radio button with the three dots. And if you click on that, it will pull up a series of other possible links. And then you're going to click on Q&A to go ahead and submit that question.

"Does this grant cover research of statewide trafficking rings and prosecution of those rings?"

B. LINDSAY WALDROP: So OVC awards cannot fund research for general information. It can fund research that is specific to your program activities and some of the currently nine funded grantees do have very strong research arms and components of their awards. However, please remember this is the Office for Victims of Crime, so everything needs to be written in a way that is focused on victims and--child and--children and youth victims, and the response to that.

MARY JO GIOVACCHINI: “Did I hear correctly that universities are considered a state entity and therefore eligible to apply?”

B. LINDSAY WALDROP: If it is a university of that state, University of Iowa, I don’t know, I’m just picking a state... That is considered a representative, yes, of a state government.

MARY JO GIOVACCHINI: “So if an applicant is requesting the full \$1.5 million, the 25 percent in-kind or match is \$500,000, correct?”

B. LINDSAY WALDROP: That sounds correct. My math has never been great on the fly, but...

MARY JO GIOVACCHINI: I think that sounds correct as well. “Does the grant cover prosecution of the trafficking rings?”

B. LINDSAY WALDROP: I think certainly, if you are talking about a multidisciplinary collaborative effort, statewide response, and that is built in to your program, that could work. Again, you just really need to be focused on victims--being victim-centered in this response. I hope that helps.

MARY JO GIOVACCHINI: All right. I see the--a question did come through on chat so I’m going to address that. But, again, please submit your questions on Q&A.

“Can you clarify what is meant by state representative? Who is considered a state and tribal representative?”

B. LINDSAY WALDROP: A state government often is. And I think you can, sort of, Google this under our [financial guide](#) as well because it does--I feel like I’ve seen where the university piece is mentioned before. I know. I’m sorry I don’t have a quick reference guide for this, but a state government it usually has, you know, the .gov in their email address. It is the office of--representing the state government. It can be the courts representing state government. It can be Attorney General’s office, the Office of Criminal Control, your office that implements--your VOCA office. We’re talking about systems of government in this program and their--all of their partners and subawardees can be nonprofits or foundations, etc.

MARY JO GIOVACCHINI: “Is this grant for sex and labor trafficking?”

B. LINDSAY WALDROP: Yes. We’d like to see that your state has a response to all forms of human trafficking; a comprehensive response. We understand, though, that this is really tough work and it takes time. And so your response might be phased or focus--you know, heavy on one, and foc--you know, it might depend on your state’s needs. But we do want to see a plan where you’re recognizing all victims of trafficking in your state.

MARY JO GIOVACCHINI: Thank you, Lindsay. "And then, can you remind us where to find a list of past awardees?"

B. LINDSAY WALDROP: Yeah. It's a great resource, if you go to the ovc.com--or ovc.gov. Excuse me. And then go down to "grants," and then go to "grants archive." You can type in, I think the year of award or just the name of the solicitation, where you can find the award information about who's been awarded in the past.

MARY JO GIOVACCHINI: "Can the state department of social services apply?"

B. LINDSAY WALDROP: My gut reaction is yes. That would be--definitely.

MARY JO GIOVACCHINI: And, at the moment, that is our last question. I will give everybody a few seconds here to see if anything else comes up.

All right. I don't see any further questions coming through at this time.

Oops. Wait. I think--I think I lied. Something might be here. Nope. That's the last question, Lindsay. So I think we can go ahead and end the webinar.

Oh, somebody just asked, "can a current group home that specializes in CSEC apply?"

B. LINDSAY WALDROP: They cannot apply as the primary because the primary needs to be a representative of state government or tribal government. If they want--if the state or tribal government wants to partner with this group home, that's absolutely okay, and that group home can be a subawardee on the application. But it sounds--What I'm hearing is that a group home themselves cannot be the primary applicant, not knowing more details.

MARY JO GIOVACCHINI: All right. Lindsay, I'm not seeing anything else come through. Do you want to end the webinar?

B. LINDSAY WALDROP: Absolutely. And just thanks to everyone for their time and their interest in this solicitation and for doing this work. We really appreciate it.

MARY JO GIOVACCHINI: Thank you.