

[Transcript from the OVC Fiscal Year (FY) 2020 Services for Victims of Human Trafficking preapplication webinar, which was held April 2, 2020. The archived webinar can be found at: <https://www.ovc.gov/grants/webinars.html>.]

MARY JO GIOVACCHINI: Good afternoon, everybody. And welcome to today's webinar, OVC Fiscal Year 2020 Services for Victims of Human Trafficking, hosted by the Office for Victims of Crime. So at this time, I am going to turn or introduce you, rather, to the presenters, Doresa Payton, Grant Program Specialist with the Office for Victims of Crime and Ivette Estrada, Grant Program Specialist with OVC.

DORESA PAYTON: The agenda for today, we will be covering OVC's mission, its purpose, eligibility, goals and objectives, award information, grant agreement, critical application elements, how to apply, and Q&A. Next slide, please.

Good afternoon. Again, my name is Doresa Payton and I am the OVC Program Manager for the Services for Victims of Human Trafficking funding opportunity. This solicitation furthers the U.S. Department of Justice's mission by enhancing the field's response to victims of human trafficking. Next slide, please.

OVC's Mission Statement. The Office of Victims of Crime 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. Next slide, please.

The purpose of this program is to develop, expand, or strengthen victim service programs for victims of human trafficking. Onto the next slide.

Definition of human trafficking. The definition of human trafficking is a person who has been subjected to a "severe form of trafficking in persons," which, as defined in 22 United States Code means: sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such an act has not attained 18 years of age; or the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery. Next slide, please.

Purpose Areas. There are three purpose area--There are three purpose areas. Excuse me. Purpose Area 1: Developing Capacity to Serve Human Trafficking Victims. This purpose area is designed for new organizations that have experienced serving victims of human trafficking but need to develop their capacity to provide human trafficking services to victims. Purpose Area 2: Enhancing Scope of Services for Human Trafficking Victims is designed for experienced organizations that have significant experience providing services to human trafficking victims and want to expand their scope and outreach to victims of human trafficking. Purpose Area number 3, Specialized Services for Human Trafficking victims. This purpose area is designed for experienced organization that wants to provide specialized services to victims of human trafficking. Next slide, please.

Unallowable Costs. There are many unallowable costs, but we want you to noteworthy the three that's noted here on the slide. Holding Beds. Grantees may not "hold beds" in a housing facility by changing their cost to the grant and keep--and keeping them empty until a victim needs the bed when other victims need access. Stipends/Incentives to Participate in Services. Neither cash, nor non-cash stipends, or incentives may be paid to victims to encourage their participation in services. Primary Prevention Activities. The purpose of this funding is to support victim service programs. Therefore, applicants should not propose primary prevention activities under this program. However, public awareness or community awareness is allowable for the purpose of victim identification and awareness of human trafficking red flags. Next slide, please.

Mandatory Program Requirements. These program requirements are included on page 5 of the solicitation. The first one is submit the policies, procedures, and rules governing the provision of services for review and approval, post-award. If you are selected, you will be required to submit the policies and procedures after the award is granted. Ensure policies and procedures follow applicable federal and state laws protecting the civil rights of program participants and staff; again, post-award. Number (3), ensure that any staff, partner staff, or service providers working with trafficking victims are adequately licensed and trained to work with such victims, including by accessing OVC supported training and technical assistance. It's very important that staff are qualified to work with victims of human trafficking. Number (4), send the Project Coordinator or Program Director and one other key staff member to an in-person OVC grantee orientation and have relevant staff participate in OVC-sponsored training and technical assistance. Next slide, please.

The primary goal of this program is to develop, expand, or strengthen victim services programs for victims of human trafficking, including programs that provide trauma-informed services. Next slide, please.

The objective of this program include the objective is--The objective in providing these services is to achieve increased safety, self-sufficiency, and well-being for victims of human trafficking. These objectives one through four are included on page 6 of the solicitation, but I will recite those. Provision of services to meet the individualized needs of victims of human trafficking; collaboration with, and training for, local partners to ensure trafficking victims are properly identified and referred for appropriate services. Number (3), assistance or referrals to other essential services for victims of human trafficking. And number (4), data collection and participation in evaluation activities to determine if the program is meeting stated goals and objectives. Next slide, please.

Deliverable. The deliverable to be provided is services. And the system that you will use to document and report the type of services, number of new and existing victims served, and other key data points is called the Trafficking Information Management System. Examples of services include: education, employment assistance, advocacy, and legal assistance, and housing assistance, are a few examples. But please refer to Appendix B in the solicitation for a detailed list of the services. Next slide, please.

Priority Areas, OJP policy priority areas--OJP policy priority areas. OJP will give priority consideration to applications that address specific challenges that rural communities face; applications that demonstrate that the individuals who are intended to benefit grant reside in high-poverty areas or persistent poverty counties, excuse me; applications that offer enhancements to public safety and economically distressed communities, which are considered Qualified Opportunity Zones. So, if you want to receive priority consideration, your application must address one of these priority areas, including rural communities, high-poverty areas, or persistent poverty counties, or Qualified Opportunity Zones. And the solicitation on page 7 includes detailed information that you should refer to if you are planning to submit your application for priority consideration. Next slide, please.

Federal Award Information. Under this solicitation, our goal is to award up to 30 grants, 10 for each purpose area. Under Purpose Area 1, the max amount of funding that you can request is up to \$350,000. Purpose 2, the max that you can request is up to \$750,000. And Purpose Area 3, the max that you can request is up to \$550,000. The period of performance start date for this grant will be October 1, 2020. And the duration of this grant award will be 3 years or 36 months. Next slide, please.

Federal Award Amount. Under this solicitation, only one application by any particular applicant entity per purpose area will be considered. Next Slide, please.

Type of Award. The awards that will be granted under this solicitation are grants, which is the legal instrument of financial assistance. The awarding agency is OVC, and OVC maintains an oversight and monitoring role. This particular grant is not a cooperative agreement, so there will be no substantial involvement from OVC. Next Slide, please.

Part 200 Uniform Requirements. The uniform requirements are standard requirements that you must be knowledgeable of, and comply with, for this funding opportunity. It's also important for you to reference the [DOJ's Grants Financial Guide](#) when you're submitting your application, and also if you are awarded for grant, that will be your primary resource document that you will be using. So please be aware of the [DOJ \[Grants\] Financial Guide](#), and the [DOJ \[OJP\] Grant Application Resource Guide](#). Next slide, please.

Civil Rights Requirements. Federal laws prohibit recipients of TVPA funding, the Trafficking Victims Protection Act, funding from discriminating in the delivery of services on the basis of age, race, color, national origin, religion, or disability. Recipients are also obligated to provide meaningful access to their programs and activities for persons with limited English proficiency. Recipients may not discriminate on the basis of sex and education or training programs. Next slide, please.

Civil Rights Requirements continued. If you receive VOCA, the Victims of Crime Act, or VAWA, the Violence Against Women Act, or FVPSA, the Family Violence--excuse me, Family Violence Services Prevention Act or HUD funding, you may have further

requirements preventing you from discriminating or excluding individuals from participation in your housing or other programming based on sex, sexual orientation, or gender identity. Consult with your legal counsel on how that may impact your housing programming. To learn more, please visit the webpage of the [Office for Civil Rights at the Office of Justice Program](#). Next slide, please.

Cost Sharing or Matching Requirement. This grant opportunity requires that you submit--It requires a 25 percent cash or in-kind match. Cash is a in-kind--cash is a cash-match. I'm sorry, in-kind, I just want to give you a few examples. In-kind match includes donations and volunteers. So please refer to the resource guide and the [DOJ Grants Financial Guide](#) for additional information regarding match because this grant opportunity does require 25 percent match.

Eligibility. The following entities are eligible to apply. Detailed information is included on page 1. So states and territories. Units of local government. Federally recognized Indian tribes, as determined by the Bureau of Indian Affairs. And nonprofit, nongovernmental victims' services organizations with the capacity to serve human trafficking victims. Next slide please.

Submission Deadline. The application deadline is 11:00 at--The application deadline is at 11:00--11:59 p.m., Eastern Time, on May 18, 2020. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused the rejection notification. It's extremely important that you note that this is the firm deadline for this funding opportunity, May 18, 2020 at 11:59 p.m., Eastern Time. Next slide, please.

I'm going to now turn the next half of the presentation over to my colleague Ivette Estrada. Thank you.

IVETTE ESTRADA: Thank you, Doresa. This is Ivette Estrada with OVC and I will cover this portion of the webinar, which talks more specifically about what an application must include. The information on this slide is very important. We've listed the basic minimum requirements for your application to advance to peer review and be considered for funding. If you do not have these documents that are listed on this slide, your application will not be considered for funding. So, the point here is to make sure that you include the following three documents. The first is the Project Narrative, which is broken down into four separate sections, and I'll cover these four sections in detail a bit later in the presentation. The second document is your Budget Detail Worksheet and Narrative, which is actually one document. And the third are Letters of Support from a local, state, tribal, and/or federal law enforcement agency, and/or a local state tribal, and/or federal prosecutor's office. We are also looking for letters of intent and/or MOUs from your service partners that are identified in your proposal. All of these documents are referenced on pages 9 to 13 in the solicitation and the review criteria for each section is also described in detail in the solicitation on page 15.

When completing the Application for Federal Assistance known as the SF-424, the Grant Management System (GMS) takes information from the applicant's profile to populate the fields on the SF-424 form. An applicant with a current active OJP award must ensure that its GMS profile is current. If your profile is not current, you should submit a Grant Adjustment Notice updating the information in your GMS profile prior to applying for this solicitation. I want to just point out that the amount of federal funding that you request on the SF-424 should match the total amount of funding being requested in your budget. Also verify that the individual--that the individual identified as the authorized representative on your SF-424 form is someone who has the authority to accept a federal award and all of its obligations on behalf of your organization or tribe. First time applicants should attach official legal documents to their application, for example, articles of incorporation, 501(c)(3) status documentation to confirm the legal name, address, and employee identification number entered in the SF-424. And as a reminder for current OJP grantees, if your organization or tribe has had a change in its legal name or mailing address since you last received an award, please submit a Grant Adjustment Notice to update that information as soon as possible so that OJP is aware of these changes.

The Program Narrative Format should not exceed 20 double-spaced pages in 12-point Times New Roman font with 1-inch margins. So please be sure to abide by the narrative format outlined on page 10.

As I mentioned earlier, there are four sections to the Program Narrative. The first is the Statement of the Problem, which is 20 percent of the application score. In this section, you want to describe the scope of the problem, your previous or current attempts to address the problem, and the geographic area and populations to be served. You'll need to include local, state, and federal data to support the scope of the program. Finally, describe your current efforts to address the service needs of trafficking survivors and how your proposed project is not duplicative of other similar programs that are federally funded.

The second section of the Program Narrative, which is 30 percent of the application score, is the Project Design and Implementation Plan. In this section, you'll want to state your goals and objectives, which must be in alignment with the goals of this grant program. And a description of the services and proposed activities to be completed in order to complete your project goals. You should also identify any project partners and describe how you plan to ensure that activities are trauma-informed, victim-centered, and protect the safety and confidentiality needs of victims. As a separate attachment, you'll want to submit a timeline for the tasks and activities that you have outlined in your application.

The third section of the Program Narrative is the Capabilities and Competencies section, which is 25 percent of the application score. Here, we're looking to see that organizations have demonstrated a history of providing victim assistant services for victims of human trafficking and have the capacity and expertise to provide services. We're also looking to see who the key staff are that will be involved in the project, their

specific roles and responsibilities, as well as their training and experience to implement grant activities. As a separate--as a separate attachment, you'll want to include resumes and job descriptions for key staff as part of your application.

These are additional items to address in this section. So, if any project partners are identified in your proposal, you'll need to demonstrate their capacity and expertise to serve trafficked victims as well. We're looking to see the applicant's experience in managing federal grants that support those to crime victims, as well as their administrative and financial capacity to manage federal grants. If you do have other federal grants that provide services to victims of human trafficking, you'll want to describe the scope of these grant--the scope of those grants and how each of those grants will be managed and tracked separately to avoid duplication.

The last section of the Program Narrative is Data Collection, which is 5 percent of the application score. Applicants that are awarded will be required to report data and OVC's Trafficking Information Management System, which we call TIMS. In this section, applicants should identify key staff who will be responsible for--responsible for data collection activities, as well as what their experience and background is. You're not required to submit performance data with the application. But instead, demonstrate your understanding of the--of the performance data reporting requirements for this grant program. And you'll also want to describe how you will gather the required data, should you be awarded. I did see a couple of questions about reporting requirements. You will need to submit... If you're awarded, you'll be submitting progress reports on a semiannual basis, so twice a year. You can view the required performance measures in Appendix A and B on pages 19 and 20 of the solicitation.

Detailed information about the Budget Detail Worksheet can be found on page 12 of this solicitation, but I'll highlight a few things. Applicants should use the Excel version of OJP's [Budget Detail Worksheet](#) when completing their budget. If you experience technical difficulties with the Excel version, there is a PDF version that you can use. The Budget Detail Worksheet and the Budget Narrative are combined in a single document that we refer to as the Budget Detail Worksheet. Personnel costs should relate to the key personnel for the project. And in the budget, you'll want to break out costs by year reflecting 36 months--reflecting 36 months total of project activity. So, I did do some questions there about the budget. And the maximum budget--the maximum federal award amount is for the entire 36-month period, it is not per year. So again, the--whatever the maximum amount that you apply for should reflect a 36-month total period. Again, for more information on budget preparation and submission, you can refer to the [OJP Grant Application Resource Guide](#) for details.

Applications must also include all of the items on this list. There are a few of these documents that will trigger a--trigger a hold on funds, if it's not submitted with your application. So, please refer to the application checklist at the end of this solicitation to make sure that you do not miss anything. You can find the application checklist on pages 23 to 24, as well as in the [OJP \[Grant\] Application Resource Guide](#).

How to Apply. For this grant program, you'll want to register and submit applications through Grants.gov. You can find information on how to apply and respond to the solicitation in the [OJP Grant Application Resource Guide](#). There are a lot of steps in the registration process alone, so I cannot stress enough to start the process early. As Doresa said, we strongly encourage you to submit your application at least 72 hours prior to the due date. And if you have any technical difficulties, please call the Grants.gov Customer Support Hotline. As mentioned earlier, applications are due by May 18th. At this time, we have not received any word that the due date has been extended. I have seen some few questions about that; but OJP is continuing to monitor the situation and we'll determine if additional adjustments to closing dates will be needed. But, again, at this time, the due date is May 18th.

As a reminder, there are three purpose areas, so we've highlighted the competition ID numbers. Again, just make sure to select the correct competition ID number when applying.

The steps listed on this slide are in the [OJP Grant Application Resource Guide](#) under how to apply in Grants.gov. For first time registrants, registering with Grants.gov is a one-time process. However, processing delays may occur and it can take several weeks for first time registrants to receive confirmation of registration and a user password. So again, we encourage applicants to register several weeks before the application submission deadline.

Here's some important information about the SAM registration process. Once your SAM registration is active, you will be able to complete the Grants.gov registration. The information transfer from SAM to Grants.gov can take as long as 48 hours. Therefore, we recommend that the applicant register or renew registration with SAM as early as possible. Within 60 days of the SAM registration activation, any applicant for an--for an OJP award creating a new entity registration or updating or renewing a registration in SAM.gov, must submit an original, signed, notarized letter to SAM appointing the authorized entity administrator. Notarized letters must be submitted through the Postal Service Mail. And given the COVID crisis, I understand that there have been a lot of questions about how will this work. What I would suggest is reaching out to--or looking at the SAM website for more information about this. So, again, if you have any questions about the process or if you want to check on your SAM status, go to the SAM website at www.SAM.gov.

The following conditions generally are insufficient to justify late submissions, such as failure to register in SAM or Grants.gov in sufficient time, failure to follow Grants.gov instructions, failure to follow each instruction in the OJP solicitation, and technical issues with the applicant's computer or information technology environment. An applicant that experiences unforeseen Grants.gov technical issues, beyond its control that prevent it from submitting its application by the deadline, should email the NCJRS Response Center within 24 hours after the application deadline to request approval to submit its application after the deadline. On page 2 of the solicitation is NCJRS' contact

information and I believe we also will provide this--their contact information at the end of the webinar as well.

So, Review Process. Peer reviewers will evaluate, score, and rate applications that meet basic minimum requirements. OVC may use internal peer reviewers, external peer reviewers, or a combination to assess applications. In addition, if OJP anticipates an award will exceed \$250,000 in federal funds, it will review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM.

Award notifications will be made by September 30, 2020. These notifications are made via email through GMS to the individuals listed in the application as the point of contact and the authorized--authorizing official. So, right around this time those folks should be checking their email to see if they have received any notifications from GMS. So, also check your junk inboxes as well, and make sure it did not go there. In the award notification email there will be detailed instructions on how to access and view the award documents and steps to take in GMS to start the award acceptance process. These awards contain a lot of special conditions and legal requirements. So, please read through them carefully before accepting the award.

Some attachment tips. When labeling attachments, please use descriptive names, such as the "Budget Detail Worksheet" or "Letters of Support." And do not label them as "attachment 1," "attachment 2," etc. This--by doing this it really helps OVC and peer reviewers easily locate the required application document.

Grants.gov has two categories of files for attachments, "mandatory" and "optional." OJP receives all files attached in both categories. However, please do not imbed "mandatory" attachments with another file. For example, do not include the Program Narrative, Budget Detail Worksheet, and Letters of Support into one file. You'll want to separate them out. So, pay attention to the alerts on how to add, view, and delete attachments. Page 2 of the solicitation provides a lot of details about how to add attachments.

MARY JO GIOVACCHINI: All right. We have--

IVETTE ESTRADA: This concludes my portion--yup. Sorry...

MARY JO GIOVACCHINI: I'm sorry.

IVETTE ESTRADA: ...I was just going to say this concludes my portion of the presentation. And I was going to hand it over to you Jo. Mary Jo.

MARY JO GIOVACCHINI: I apologize for interrupting you.

IVETTE ESTRADA: It's okay.

MARY JO GIOVACCHINI: I do have a couple of slides to review before we get into questions and we do have a quite a few questions here. So, I'm going to try to go as quickly as possible, so, that we have the most time to get to your important questions. This is a slide about how to stay connected with OVC. You can sign up to receive their email and you can do that in two ways. You can send a text message to OJP OVC, insert your email address, and send that to 468-311 to subscribe. Just please note that the data and message rates could apply. You can also go to the OVC website www.ovc.gov and subscribe to their email from their website. OVC also has a social media presence, so, you can sign up to receive information via [Facebook](#), [Twitter](#), or [YouTube](#). And the links for those items are listed on the slide here.

I think this was previously mentioned. But if you have questions after today's webinar about the solicitation and need support and help, you can submit those questions to the National Criminal Justice Reference Service. They have an email address, grants@ncjrs.gov, so, you can email them. You may also call them at 800-851-3420. They are open 10:00 to 6:00, Eastern Time, Monday through Friday. They are closed on the--on federal holidays. They also have a web chat feature that is available if you like to use that. [<https://webcontact.ncjrs.gov/ncjchat/chat.jsp>]

They too have two emails JUSTINFO and Funding Newsletter that you can subscribe to by going to their website, www.ncjrs.gov. Just something to note, that the Funding Newsletter does come out weekly on each Friday, it announces funding opportunities from all the agencies within the Office of Justice Programs. We'll alert you when there are webinars, such as this, related to an opportunity, as well as when there might be changes to due dates and so forth. So, it's a good newsletter to sign up to--for.

As mentioned previously, Grants.gov is available to provide technical support with any application submission issues, attachment issues, and so forth. They are available 24 hours a day, 7 days a week. They are closed on federal holidays. You may call their Customer Support Hotline at 800-518-4726 or 606-545-5035. They also have an email support@grants.gov.

And the last slide before we go into questions. Just lists important websites and many of these websites and URLs have been mentioned throughout the webinar. This is just an easy slide for you to go to, to find the URLs and our host will submit these URLs in the chat box so you can copy them. Obviously the first one is the OVC website, which I previously mentioned is www.ovc.gov. We also have links here to the [OJP Grant Application Resource Guide](#), the [DOJ Grants Financial Guide](#) and a link to the [Budget Detail Worksheet](#). So, all of these are items that you would be--would be helpful to you as you move forward in the application process. So, we are going to move forward with the questions.

Before I start reading the questions off, just a reminder, please submit questions to the Q&A box and list them--address them to all panelists or presenters. If you submitted a question early, we are going to work through the questions in the order that they came in, so please be patient with us and do not resubmit the same question. We will

hopefully get to it. If we don't have time, then please contact the National Criminal Justice Reference Service and they will help you and work with both Ivette and Doresa to get you an answer.

So, if you just give me one second, I'm going to get to the questions and we will begin.

Oh, also a couple of questions I noticed came through about "the slides." These slides, a transcript, and the recording for today's webinar will all be posted to the OVC website in approximately 5 to 7 business days. We will also notify you via email when that information has been posted and we will contain links within that email to take you directly to each of those items mentioned.

So, the first question, "can you clarify what you mea--what you mean that the deliverables are measured quarterly? In the past data was inputted and determined by the grantee and reported to OVC every 6 months."

DORESA PAYTON: Hi, this is Doresa Payton. I have answered that question privately to that particular applicant. So, can you move to the next question please? Thank you.

MARY JO GIOVACCHINI: Sure. "For the Specialized Services Purpose Area, is it allowable to focus on one population for example, foreign born victims of labor trafficking, or is the applicant required to serve all forms of trafficking foreign and domestic?"

DORESA PAYTON: What purpose area was that question for?

MARY JO GIOVACCHINI: For the Specialized Services Purpose Area. It doesn't say, is it allowable. So, it doesn't say which Purpose Area within the solicitation.

DORESA PAYTON: Okay. So that's Purpose Area 3. I'm going to let Ivette answer that question.

IVETTE ESTRADA: Hi, Mary Jo, I believe--in my understanding, and Doresa, please correct me if I'm wrong, is that it is open and that if an applicant wants to serve a specific population they can. But then, they must also describe how other victims that do not fall under that population will be either referred for services.

MARY JO GIOVACCHINI: All right. Thank you Ivette.

"If the services and programs that we're proposing to write the application for would fit under Purpose Area 2 or 3, do we need to apply for both?" I'm thinking if they say it fits under both I'm not 100 percent sure what--

DORESA PAYTON: I'm not really sure what they're actual question is, but on page 8 of the solicitation it says only one application by any particular applicant entity per purpose area will be considered.

MARY JO GIOVACCHINI: Thank you Doresa. I appreciate that.

“Could you please clarify the differences between Purpose Area 1 and 2?”

DORESA PAYTON: Sure. Purpose Area Number 1 is designed for organizations that don't necessarily have the capacity to provide services to victims of human trafficking. They may provide services to victims of crime. But they don't necessarily have the capacity in place to serve victims of human trafficking. Versus Purpose Area Number 2, so that purpose area is designed for experienced organizations that have, and have the capacity to, serve victims of trafficking.

MARY JO GIOVACCHINI: If you're having a problem finding the Q&A, just as a reminder, the Q&A, if you hover your mouse under the bottom part of the screen, you're going to see a series of radio buttons. And Q&A is located under the radio button with the three dots.

“For--Is food for victims that we are servicing an allowable expense to budget under this RFA and grant? For instance, if we are proposing drop-in center services, food is a major component. Would that be reimbursable under this grant?”

DORESA PAYTON: Meals that are necessary when participants receive services is an allowable--it is an allowable expense.

MARY JO GIOVACCHINI: Hold on, I'm trying to see if this is a repeat of a previous question. All right. So this is similar to the previous question. But they're asking to “clarify the difference between Purpose Area 2 and 3.”

DORESA PAYTON: Purpose Area Number 2, again, is designed for experienced organizations that have the capacity, the full capacity to serve victims of human trafficking, and they have significant experience. Specialized services Purpose Area 3 is designed to also provide--that purpose area is also designed to provide services to victims. And those particular applicants must have experience already providing services. But they can specialize in a particular service. Ivette, do you want to provide any clarification there? Did I miss anything?

IVETTE ESTRADA: No, I think you answered that thoroughly. Thanks.

MARY JO GIOVACCHINI: “I'm trying to apply for this grant. What is the applicant identification's federal identification and state identification number?”

DORESA PAYTON: I believe Ivette went over that in her presentation. I'm actually looking now at the solicitation, so that I can point out that particular page for the applicant, so that they can ensure that they're provide--they're applying for the correct solicitation. Now on page 1 of the solicitation includes the Grants.gov solicitation number. So they need to make sure number one, that they're selecting a correct

number. And then depending upon which purpose area they're applying for there's also identifiers there as well. Where is that noted here in the solicitation? Does anyone have ready--quick access to that information so that the grantee--I'm sorry, that the applicant can have that when applying for this funding opportunity?

MARY JO GIOVACCHINI: If you give me a second, I will go ahead and move to the slide with the competition ID. Is that what you're asking for?

DORESA PAYTON: Yes, please. Thank you.

MARY JO GIOVACCHINI: Sure.

DORESA PAYTON: And while you're moving it, I also noticed that it's actually here on page number 15 of the solicitation. So number (1), they want to make sure that they're selecting the correct solicitation by using the correct Grants.gov identification number. And then there's a competition ID number that's associated with each purpose area. And that information is included on page 15. So, I hope that is the information that the applicant needs to successfully apply for this funding opportunity.

MARY JO GIOVACCHINI: "If the organization has a policy position that supports the Nordic model of discrimination ID--I'm sorry, decriminalization ID--decriminalization of the sale of sex but not the purchase of sex, but does not intend to use any of the grant funds requested to do policy work. Is that okay?"

DORESA PAYTON: I also answered that question privately. We will have to followup with OVC management team for clarification just to ensure that we're answering the question correctly. Next question, please.

MARY JO GIOVACCHINI: Thank you. "Do organizations applying for Purpose Area 1 need to already be serving victims of human trafficking?"

DORESA PAYTON: Purpose Area 1 is designed for organizations that want to develop their capacity to serve human trafficking victims. They should have experience in servicing victims of crime. But this actual funding opportunity is designed to help them build up their capacity. So during year one, they will not be actually providing services, but instead will be developing their capacity to provide services during years two and three. Next question, please.

MARY JO GIOVACCHINI: "Just to confirm, the stipends are not allowed to be paid via grant funds. But if we provide stipends that is okay. We just cannot use grant funds to provide them, is that correct?"

DORESA PAYTON: That's correct. This grant opportunity stipends on incentives to participate in services that's unallowable under this grant opportunity. Please refer to page 5 of the solicitation. Next question, please.

MARY JO GIOVACCHINI: “But they can provide them without--outside of the grant funds, correct?”

DORESA PAYTON: Correct. Page--yes, correct.

MARY JO GIOVACCHINI: “Can you clarify what constitutes the poverty priority? For example, if we are providing services in the DMV and clients that come from all communities in that area may not constitute as poverty, but individual clients may come from a high-poverty area.”

DORESA PAYTON: What--Those are OJP policy priority areas. And it's important that you read the information in the solicitation and refer to those hyperlinks in the solicitation for additional information. But the U.S. Census Bureau is a resource for you to ensure that you're answering that question correctly and that you're describing the actual poverty that you're describing in your application to be considered for that priority area.

MARY JO GIOVACCHINI: “Will in-person orientation still be required?”

DORESA PAYTON: Grantee orientations will be held yearly throughout the duration of the grant. At this point due to COVID-19, we're not sure how next year will look. But in-person grantee orientations are normally held, yes, in person.

MARY JO GIOVACCHINI: “If our agency currently has fiscal year 2019 funding in one of these categories, are we eligible to apply for a different purpose area, or propose a different kind of specialized service during this cycle?”

DORESA PAYTON: Each purpose area clearly states if you are a recipient of grants for a particular year, you're eligible or ineligible. So I'm going to advise that particular applicant to go back to refer to the purpose areas described on page 4 and 5 that answers that question.

MARY JO GIOVACCHINI: “What are the guidelines on appropriate training for staff?”

DORESA PAYTON: Hmm, Ivette, I know that section was covered on the--under the--under your portion of the presentation. Would you like to take a stab at that and I'll chime in if necessary?

IVETTE ESTRADA: Sure. If we don't--We don't have specific standards or guidelines. So what we would just ask is that the applicants describe what training that they have provided to their staff to demonstrate that they are--that they do have the experience and expertise to provide services.

MARY JO GIOVACCHINI: “How are you defining organizations with limited experience and organizations that provide a demonstrated history of experience?”

DORESA PAYTON: Grantees have to--I'm sorry, applicants. Applicants must tell us what their experience is serving victims. Some grantees in the past, because they're actually grantees, what they have done is they inform us in their application how many victims they have served in prior years. But it's up to the applicant to tell us what their experience is based on what the criteria are for the purpose areas.

MARY JO GIOVACCHINI: "If an organization applies under Purpose Area 2 but OVC feels that we are a better fit for Purpose Area 3, or similar, would OVC automatically consider us for a different purpose area than what we applied for?"

DORESA PAYTON: No, we will consider you for the purpose area for which you applied for.

MARY JO GIOVACCHINI: "Where do the mandatory meetings and trainings typically take place?"

DORESA PAYTON: It varies. Last--this year, actually, it was held in Albuquerque. Our grantee orientation was held in Albuquerque. In previous years, it was in Washington DC.

MARY JO GIOVACCHINI: "In the application, do organizations need to cite how they will work with the survivors of both sex and labor trafficking, or could they choose to specialize in one area?"

DORESA PAYTON: I believe Ivette answered that question, so I'm going to let her provide a response again or... Ivette, do you want to add anything to that? Because I believe you answered that question previously.

IVETTE ESTRADA: Right. If the--if the--If an applicant chooses to specifically serve victims of, let's say, sex trafficking, then they should have a plan on how they plan to refer any victims that may present for labor trafficking. So, there should be a referral plan in place that describes how those victims will be served, if they do not fall under the population that the applicant specifically identified to serve. Hopefully that helps.

MARY JO GIOVACCHINI: Thank you.

DORESA PAYTON: Yes, thank you.

MARY JO GIOVACCHINI: And just to let everybody know, we have about 4 minutes remaining in the webinar and we do have a large number of questions still remaining. We will go about 5 more minutes beyond the 2:00 hour to address as many questions as possible. If we're unable to get to those questions, though, we do apologize and we ask that you please submit them to the National Criminal Justice Reference Service at grants@ncjrs.gov. I've moved the slide to the one that contains information about NCJRS, so you have a chance to review that.

“Is the maximum dollar amount for each award for the entire 36 months, or per year?”

DORESA PAYTON: For the entire 36 months.

MARY JO GIOVACCHINI: “And then are they--Is the maximum dollar amount spread out evenly or how is it spread out over the 3 years?”

DORESA PAYTON: The grantee receives the maximum award amount, if that's what they apply for. Some grantees opt to apply for a little less, but you just can't exceed the maximum amount. And they submit a budget to us indicating how they plan to spread that money out over the duration of the grant.

MARY JO GIOVACCHINI: Give me a second. “These award amounts are for 3 years, correct?”

DORESA PAYTON: Yes, correct.

MARY JO GIOVACCHINI: “If an organization has experience with victims of trafficking but has not been funded by OVC should they apply under priority area one?”

DORESA PAYTON: It's up to the applicants to look at what the purpose areas are and to apply for the purpose area for which they feel that they qualify for.

MARY JO GIOVACCHINI: So this is a similar question. “They've never applied for OVC funding, but they do have experience in trafficking survivors. Will OVC recognize our previous non-OVC funded experience as eligible--to be eligible to apply under Purpose Area 2 and 3?”

DORESA PAYTON: Experience provided to serve victims of human trafficking, even if--even if it isn't OVC experience, will absolutely be considered.

MARY JO GIOVACCHINI: “So can existent providers apply for Purpose Area 2 and 3 or must they choose between either of the purpose areas?”

DORESA PAYTON: We spoke about that. Again, I'm going to--one second please.

IVETTE ESTRADA: Doresa, I think it's my understanding that if they feel that they are--that they can apply for both purpose areas, then they can. Isn't that right?

DORESA PAYTON: Oh, yes. Yeah.

IVETTE ESTRADA: Like if they feel that they can--yeah, if they feel that they can apply for Purpose Area 2 and also are in the position to apply for Purpose Area 3, then I think they can--they can apply for both. But of course, they would have to submit two separate applications. So, you know, one application would be for Purpose Area 2 and one application would be for Purpose Area 3.

DORESA PAYTON: Yes, absolutely. Ivette is correct. That was previously stated, and it's on page 8. And only one application per purpose area will be considered. So yes, they could apply for each purpose area, but they must submit separate applications. Thank you, Ivette.

MARY JO GIOVACCHINI: "Is the organization responsible for the 25 percent cost match and share?"

DORESA PAYTON: The grantee--if you're awarded a grant, you must--yes. The answer is yes, in short. The answer is yes. They will provide... It will probably confuse the applicant, if I say much more. So yes, the--they must provide a 25 percent match. It doesn't necessarily have to be from the actual organization. But they must describe in their application how they plan to meet the 25 percent match.

MARY JO GIOVACCHINI: "Can our proposed service area overlap with a current OVC recipient of the Services for Victims of Human Trafficking grant?"

DORESA PAYTON: I'm not sure if I understand that question. Ivette, do you have a response for that one?

IVETTE ESTRADA: Yes, they can--they can designate a service area that overlaps with an already existed--existing service area that is being funded by an OVC award. However, they will need to describe how they plan to coordinate services to avoid duplication. So, whoever that OVC-funded organization is, they'll need to coordinate with them on how they plan to avoid duplication.

MARY JO GIOVACCHINI: And we're getting a couple questions on "extension deadlines, can you just readdress that?" And then I will--I won't ask it again.

DORESA PAYTON: Well at this point, the deadline is as established. If anything changes, we will definitely publicize that information.

MARY JO GIOVACCHINI: "Does..."

DORESA PAYTON: So, the deadline is May 18th.

MARY JO GIOVACCHINI: Sorry, I apologize. "Does each..."

DORESA PAYTON: Oh, no, that's okay. Go ahead. I'm sorry Mary Jo.

MARY JO GIOVACCHINI: We're all in different locations obviously. So we can't really tell when one another' going to speak.

"Does each service area on Appendix B have to be a service category provided? If not, how many service categories are required?"

DORESA PAYTON: Appendix B. These are the service categories that's actually listed in the Trafficking Information Management System. But these are the types of services that you can provide under this funding opportunity.

MARY JO GIOVACCHINI: "And can they provide one, two, all of them as--what's the requirement?" I guess is how many that they have to provide or...

DORESA PAYTON: They basically tell us what they plan to do. But we want to ensure that we are in compliance with the civil rights requirements. So if an applicant comes in--I'm sorry, if a victim comes in for a particular service and they're not able to provide it, they need to be able to refer that victim to another organization. But these are the services that can be provided under this funding opportunity.

MARY JO GIOVACCHINI: Thank you for clarifying.

"Are we considered an awarded grantee if we have never received an award but are awarded the funding announcement for housing to be announced May 1st before the deadline of the application for this grant?" I'm not--I'm not sure if I follow that one.

DORESA PAYTON: What I think I understand what the applicant is asking. It sounds as if the applicant applied for the housing funding opportunity, and they're also considering applying for this one. The housing funding opportunity is still under review, so awards have not been made yet. So the applicant would not know whether or not they're going to be awarded that opportunity; so they can, of course, apply for this one too. And we don't know the--we don't know the outcome of the housing application at this point. But if anything changes, and if they hear anything when it is awarded, and if they are awarded, we will try to avoid any duplication between the two grants.

IVETTE ESTRADA: And I think--and this is Ivette. And I think what they were also asking is if they are funded under that housing program, then yes, they would be considered an OVC grantee.

DORESA PAYTON: Absolutely.

IVETTE ESTRADA: At that...

DORESA PAYTON: Whenever they get...

IVETTE ESTRADA: At that point.

DORESA PAYTON: Yes.

MARY JO GIOVACCHINI: "Also, if we're considering a collaboration on an OJP cooperative agreement in FY 20, would that disqualify us from FY 20 OVC grant applications?"

DORESA PAYTON: It sounds as if that particular question is related to maybe they are subawardee or subrecipient under a previous grant. No, it wouldn't disqualify them for applying for this funding opportunity.

MARY JO GIOVACCHINI: "The solicitation calls for citation of sources for data. Is there a preferred style, APA, MLA, Chicago, for the formatting of citations? And would the references and bibliography count against the page limit of the narrative?"

DORESA PAYTON: Ivette, you want to take that one? Do you want to respond to that question?

IVETTE ESTRADA: That's a great question. I--If they include the bibliography as part of the Program Narrative, then I believe it would count toward the page count. But if they want to submit the bibliography as a separate attachment, that could be one way of gaining an extra page or not losing a page. So they can--they could refer to the bibliography as a separate page or reference it as a footnote in the Program Narrative. And as far as the style, I'm not sure if we prefer one over the other. Doresa, do you know?

DORESA PAYTON: I don't think we do.

IVETTE ESTRADA: I think...

DORESA PAYTON: I know in college... We did.

IVETTE ESTRADA: Yeah.

DORESA PAYTON: I know in college, we did. But no, I don't believe we do for this particular funding opportunity.

IVETTE ESTRADA: Yeah. So no, there is no specific format.

MARY JO GIOVACCHINI: All right. We're--we are at 2:06, I'm going to ask one last question. "On page 6 objectives, does the proposed project need to include all of these objectives?"

IVETTE ESTRADA: Doresa, do you want me to take that?

I'll say--Mary Jo, I'll say that, yes, the goals and objectives should align with the goals--with the--with the goals of this grant program. So yes.

MARY JO GIOVACCHINI: All right. Again, everybody, we apologize that we have run out of time and there are quite a few questions remaining but you're not left on your own. You can submit those questions to the National Criminal Justice Reference

Service, and they will get answers for you to them by working with both Doresa and Ivette.

So at this time, on behalf of our presenters and the Office for Victims of Crime, I would like to thank you, so much, for joining our webinar.