

[Transcript from the OVC Fiscal Year 2020 Tribal Victim Services Set-Aside Formula Program preapplication webinar, which was held April 7, 2020. The archived webinar can be found at: <https://www.ovc.gov/grants/webinars.html>.]

MARY JO GIOVACCHINI: Good afternoon, everyone, and welcome to today's webinar, OVC Fiscal Year 2020 Tribal Victim Services Set-Aside Formula Program, hosted by the Office for Victims of Crime. At this time, I am going to turn the webinar over to the presenter.

BRECHT DONOGHUE: Thanks, Mary Jo, for all your help setting up this webinar and to Megan, as well, who's sort of helping us out behind the scenes. We greatly appreciate it.

Good afternoon, everyone. My name is Brecht Donoghue, and I'm the Acting Director of the Federal International and Tribal Division at the Office for Victims of Crime. I want to thank everyone for participating in this webinar today to discuss OVC's Fiscal Year 2020 Tribal Victim Services Set-Aside Formula Program Solicitation. As many of you may be aware, after significant consultation over the past 2 years with tribal leaders, representatives, and stakeholders, OVC is pleased to be implementing a formula to disseminate funding from the Fiscal Year 2020 Tribal Set-Aside. As a result, this year's application will be separated into two individual parts, a Pre-Application and a Full Application, with different requirements and different due dates. This webinar and the webinar next Monday will focus primarily on the Pre-Application, which is due April 30th. We plan to hold a subsequent webinar in May, which will focus exclusively on the Full Application due on June 15th. I want to say upfront that I recognize that this is dense, complicated information and I appreciate your patience as we wade through it. I also should add that like many of you, I am teleworking today. I'm in a D.C. apartment building with neighbors, so I apologize in advance for any background noise. But I will do my best to keep it going, regardless of what you may hear in the background. I also want to mention that I'm joined today by some colleagues from the Office of Justice Programs to help me answer questions. I want to thank them for participating as well, and I will introduce them before we begin our question-and-answer portion.

So with that, we can turn to our agenda today. We will be discussing OVC's Mission; our Solicitation, Description, and Purpose; How to Apply; and then there should be time at the end for questions and answers. If we don't get to any of the--all of the questions today, we will be providing contact information to the National Criminal Justice Reference Service towards the end of this presentation, where you can call or email with any unanswered questions.

So I find it helpful before we get into all the technical details to reflect on OVC's mission. OVC is 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.

Now, however, the technical details begin. Let's turn our attention to the FY 2020 Tribal Victim Services Set-Aside Formula Program solicitation.

First, if you've not already done so, I would ask that you please be sure to have the solicitation available to you as a reference. We will be going over the solicitation page by page, but there is additional detail in the solicitation, I just won't be able to get to today. The easiest place to find it is on the [OVC website](#)--the [OVC website Tribal Set-Aside webpage](#). If you don't want to type in that long link at the top of this slide, you can simply Google OVC FY 2020 Tribal Set-Aside, and it should be the first or second link that appears in your search results.

The solicitation builds on OVC's prior Tribal Victim Services Set-Aside Discretionary Funding Program, created in Fiscal Year 2018 to improve services for victims of crime in tribal communities. As I mentioned at the beginning, interested tribal applicants will be required to submit two parts to their application--a pre-application, which will include eligibility and population information. And that will be due by 8:00 p.m., Eastern Time, on Thursday, April 30. And a Full Application, if and when OVC notifies you that you are eligible to apply for a specified award amount based on a formula, and that will be due at 8:00 p.m. on Monday, June 15th. These dates are critical. I'm going to be mentioning them many times during the course of this presentation. But please be sure to jot them down.

The following entities are eligible to apply: Federally recognized Indian tribes, Tribal designees, or Tribal consortia consisting of two or more federally recognized Indian tribes. Please note that Indian tribes--and that's in quotes in the solicitation--means any Indian tribe, band, nation, or other organized group or community, including any Alaska Native Village, regional, or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act, which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. Designees and consortia may also apply, but only if they're applying on behalf of a federally recognized Indian tribe or tribes. And designees and consortia must include documentation that demonstrates as a legal matter that designees or consortia have the requisite authorization from the tribe or tribes for which they apply. There is much more information about Tribal Authorizing Resolutions in the [OJP Grant Application Resource Guide](#) link in the solicitation.

Now, please keep in mind that a tribe may submit only one application under this solicitation. An application may cover multiple tribes. For example, consortia may apply on behalf of their member tribes; however, each consortium applying is responsible for ensuring that its member tribes have not submitted their own individual application. If a designee or consortium applies on behalf of a federally recognized tribe that has also submitted an individual application, OVC will consider the federally recognized tribe as the eligible applicant, and the designee or consortium funding amount will be correspondingly reduced.

So this slide basically just summarizes the important eligibility information that I just covered. And it's also an important reminder for those applicants who already have victim services programs and who may already be receiving DOJ... Hold on one second. I just lost my place in my notes.

So, let me just start over there. Sorry. You know when your computer skips to something and you weren't touching anything? That's what just happened to me.

Anyway, so this is an important reminder to those of you who already have funding from any other sources, including DOJ, OVC, or state grants that the activities proposed under this request for funding must be different and distinct from activities and expenses currently being funded from other sources. While expansion of an existing or continuing program--or expand--or continuing a program that is about to end are both allowable, you cannot propose activities that are identical to activities that are already funded out of another source.

So, I told you I was going to keep mentioning the submission deadlines, and I am. The deadlines are, again, 8:00 p.m., Eastern Time, Thursday, April 30th for the Pre-Application part of the application. And I will be going into much more detail about what exactly is included in the Pre-Application. And then for the Full Application, the deadline is 8:00 p.m., Eastern, Monday, June 15th. We strongly encourage applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicant to receive a validation message from GMS that their application has been submitted successfully or to correct in a timely fashion any issues they may encounter while applying.

So, as I said at the top of the presentation, OVC will allocate the FY 2020 funding by an interim discretionary administrative formula. The formula was created with significant input from tribal leaders and from the information gathered from multiple consultations and listening sessions.

The Pre-Application consists of just three parts, which will be discussed, as I mentioned, in greater detail when we get to the slides on what an application should include. But in brief, they are: a Population Certification form; a Tribal Resolution, consortium bylaws, or other documentation of authority to apply on behalf of the tribes, note that this is only necessary for tribal designees and tribal consortia; and the Financial Management and System of Internal Controls Questionnaire.

So, before I speak about the Population Certification form, which is really a critical element of the Pre-Application, I'm going to jump ahead of it in the solicitation. We're still on page 7, but just go down a little bit if you're referring to the solicitation because I want to talk to you about the formula that OVC developed to disseminate the funding. I think it is useful for you to have a sense of how the formula will be calculated to understand exactly why we are asking for the information that we're asking for in the Population Certification form.

OVC will allocate a proportion of the total FY 20 Tribal Set-Aside funding to provide a base amount to each tribe that applies. This amount will be adjusted depending on the number of tribes that apply. If additional funds remain after we distribute a base amount to each tribe who has applied, a percentage of the remaining funds corresponding to one of eight population tiers will be added to the base amount of each tribe.

The eight population tiers to which tribes can certify were recommended by tribal leaders and representatives in recent OVC tribal consultations. In addition to certifying to a tier, each tribe under consideration for funding must also provide their tribal population, but we've been calling it your tribal population number. This population number provided by tribes will be used as part of the formula to ensure that the balance of funds is distributed equitably across tiers, such that each tier received an amount proportionate to the total population of that tier compared to the total population of all applicants.

Please keep in mind that each tribe's formula allocation will be calculated individually; however, tribes may opt to sum their respective formula allocations and apply as a tribal consortium. Regardless of whether applicants--whether the applicant is a single tribe, a designee, or a consortium of multiple tribes, all awards will be capped at \$3 million and funds in excess of that amount will be allocated to other tribes who are under the cap in accordance with the tier percentages. Also, as I mentioned earlier, if a designee or consortium applies on behalf of a federally recognized tribe that has also submitted an individual application, OVC will consider the federally recognized tribe the eligible applicant, and the designee or consortium allocation will be correspondingly reduced.

Now moving back up to the top of page 7, the Population Certification is going--is a fillable PDF, which applicants will use to provide their population information. It is available in Appendix C of the solicitation. And you can also find it online at a link available both in the solicitation and we're also going to provide it later in this presentation. Each applicant, regardless of whether they are submitting on behalf of only themselves or on behalf of multiple tribes should submit only one Population Certification form. In most cases, there should be sufficient space in the table on page 2 of the form to include the tribe or tribes' population, population tier, and the basis for the population number for every tribe on whose behalf the applicant is applying. I know personally, because I counted myself, that there are over 30 rows in that table. So, if there are consortium applying on behalf of more than 30 tribes, you are welcome to submit two forms; however, everyone else should be submitting one form.

OVC will be accepting a tribe's certification as to its population number and tier and will use the certified population number unless OVC has reason to believe that it is inaccurate. Tribes, or applicants who are applying on behalf of tribes, must briefly explain how they will determine their population number and subsequent tier and maintain documentation in their own files supporting the certification. The supporting documentation will be subject to review by OVC Grants Management staff or auditors such as the Department's Office of the Inspector General. Inadequate documentation to support the tribe's tier certification could be a basis for questioning costs, and OVC may

take appropriate remedies, such as requiring a return of funds. Please be aware that OVC's funding allocations will not only be provided to each applicant, but they will also be posted publicly on the OVC website. In general, OVC suggests using a population number that is well-established for the applicant tribe and that there is a reasonable relation to the victims services that the tribe anticipates providing. OVC suggests that tribes use one of the following as the basis for their certification but will accept others: the tribal resident population, tribal enrollment, or the service population. OVC, at its discretion, may request additional information to understand the basis of the population certification if an applicant specifies a number or tier, which OVC has reason to question. OVC may place the tribe in the appropriate tier based off of the best available data source as determined by OVC, such as U.S. Census data.

Now an important note for all applicants. If an applicant does not provide either a population number or specify an applicable population tier (or certifies a population of zero) the applicant will be deemed ineligible and will not receive an application--an allocation for funding. So, again, this speaks to the importance of completely filling out the Population Certification form.

If you need assistance understanding what is required in this Population Certification or filling out the form, OVC's current tribal Training and Technical Assistance providers are available to assist with this specific requirement of the solicitation. Please be aware that we received special dispensation for them to help with this, and this is the only part of the application they will be able to help with. If you are a current OVC grantee and you would like assistance with the Population Certification form, please contact your OVC TTA provider, which would be either Unified Solutions or Fox Valley Technical College. If you are a new applicant and do not have a current OVC TTA provider, please email OVCtribalsetaside@ojp.usdoj.gov and we will direct you to someone who can assist you.

So once we receive all of the Pre-Applications on April 30th, OVC will review applicants. We will run our formula and determine allocations, and we will communicate the budget allocation amount to eligible applicants. This is very important that this information will be sent to you via an email notification to eligible applicants on or around May 15th, which will require you to log in to the system, the Grants Management System to learn how to view your funding allocation and your next steps. The funding amount will also be posted on the [OVC Tribal Set-Aside webpage](#).

Applicants who receive an email notification from OVC telling them that they are eligible and directing them to their funding allocation will be required to submit Full Applications and budgets in GMS describing the use of funds by the deadline at 8:00 p.m., on Monday, June 15th. Upon receipt of Full Applications, OVC will assess applicants for pre-award risk, high-risk status, and budgets will be reviewed to identify any unallowable costs. OVC anticipates that applications that propose unallowable or out-of-scope activities or that submit deficient budgets will be awarded with conditions withholding access to funds until the deficiencies are corrected.

Now that brings us to the end of the eligibility and the formula allocation process. Let's switch gears to the overall goal of the program, which is to provide support to tribal communities to approve services for victims of crime.

Activities being proposed must be focused on providing services to victims of crime. They should aim to fill a need or address an issue that results from a person's victimization. Examples of the types of activities that are typically funded are included on this slide. They include things such as strategic planning, victim services programs, and other activities needed to address the needs of crime victims in tribal communities. Now as you will hear me say multiple times in this presentation, a comprehensive list of Allowable and Unallowable Costs can be found in Appendix A of the solicitation. Please be sure, as you're developing your budgets, to take a close look at this list to make sure that you are not putting anything in your budget that we will ultimately end up having to have you remove and it will delay access to your funding.

Another important note, if funded, grantees will be able to access Training and Technical Assistance through an OVC-designated national TTA provider to help support tribes to successfully carry out aspects of their OVC-funded programs. However, as requested via the OVC tribal consultations, grantees are also permitted to secure their own TTA upon consultation with their OVC Program Manager.

The award range this year will be based on the designated formula. The start date must be January 1, 2021; however, the end date can be determined by the applicant and can be up to 5 years. If an applicant opts to apply for a project period of less than 5 years, please be sure to submit your desired project period in 1-year increments. Meaning that regardless of the year--regardless of the year of the period--that you--Sorry. My notes are a little strange here. Regardless of the year, the period should end on December 31st. So, for example, if you have a 1-year period, it would end on December 31, 2022. A 2-year period would end on December 31, 2023, and so on, up to 5 years. OVC expects to make awards under the solicitation as grants. Please see the Administrative National Policy and Other Legal Requirements" section of the [OJP Grant Application Resource Guide](#) for additional information.

This slide summarizes the costs and activities that are statutorily prohibited under the Victims of Crime--Assistance--Act. If you include a request for these costs or activities in your application for funding, your access to funding will be frozen, until a revised budget can be submitted with the unallowable costs removed. Please also be aware that this list is not exhaustive. There are other costs and activities that are generally prohibited by all--by other federal laws, policies, and regulations. For example, using award funds for lobbying, using award funds to pay for grantwriting activities, and so on. Again, please refer to Appendix A in the solicitation for much more information about what is, and is not, allowable.

Now moving on to Required Documents. These are the documents your application must include, either to be considered for funding, or to access your funding.

First, the items listed on this slide are the ones you absolutely must include in your application. And I say this because if you don't have these documents in your application, your application will not be considered for funding. Your application--your Pre-Application submission due in April must include a Population Certification form. And please be sure to fill out all 3 pages. I'm going to be going over what's included in those 3 pages in just a moment. And if you're a designee or consortium, you must include a Tribal Resolution or documentation of authority to apply. For the Full Application due in June, applicants must include a Project Narrative and a Budget Detail Worksheet and Narrative. All of these documents are referenced on page 11 and described in the solicitation. Oops! Sorry. Page 12.

This slide shows the full list of items that need to be submitted as part of your application before you access any funding from OVC. I would encourage you to review the checklist at the end of the solicitation for guidance and reference the [OJP Grant Application Resource Guide](#) for details on submitting these items. I'm now going to walk through more specifics of each of the required elements of both the Pre-Application and the Full Application, as I noted at the beginning of the webinar and the webinar on Monday. As I noted at the beginning, this webinar and the webinar on Monday, which will consist of basically the same presentation, are focused primarily on your Pre-Application submission. We will be holding at least one webinar in May, focused in more depth on the requirements of the Full Application, in May.

So, again, those important dates: Pre-Application due April 30th, and now moving on to the first part of Pre-Application, which is the 424.

GMS actually takes information from the applicant's profile to populate the fields of the standard form 424. An applicant with a current, active award must be sure that your GMS profile is current. If the profile is not current--for example, if a tribe's legal name or address has changed, the applicant must submit a Grant Adjustment Notice updating this information in its GMS profile prior to submitting an application. Otherwise, you will be submitting incorrect information as part of your application. Because this year applicants are required to submit a Pre-Application before a Full Application is submitted, the process for the SF-424 is a little bit different. So please be sure to use, to reference the solicitation and, in particular, use Appendix D, which is called "The Guide to Submitting a Pre-Application in GMS" to reference step-by-step instructions on how to apply.

A couple of important things to note that may be different from typical years. First, be sure the type of application you select is "New." While there's an option in GMS that says "Pre-Application," that is not the type of award you want to select. Please be sure to select "New." Also, please put a 1-year project period into your Pre-Application. Now, again, once you receive your funding allocation amount from OVC, you will be revising this information on the 424 and you will be able to change the project period, up to 5 years in those 1-year increments that I mentioned previously. But the Pre-Application should just include a 1-year project period for now.

Also for the Pre-Application, please put in \$1.00 for the federal funding on the SF-424. You will again be asked to revise this amount to match your funding allocation once the formula has been run and you know how much you are eligible to apply for. But since our GMS system cannot accept requests for \$0, we need you to input \$1.00 into the federal funding request for the Pre-Application. Please make sure that the individual identified as the authorized representative on the form is someone who has the authority to accept a federal award and all of its obligations on behalf of your tribe or your organization.

So Population Certification. This is actually information I've already covered, but it bears repeating because it's so important to ensuring you are eligible for funding. In order to obtain population data upon which to run the formula, OVC is requiring each applicant to submit one Population Certification. Again, it's a fillable form-- it's located in Appendix C of the solicitation, on which it will certify for either itself as an individual tribe, or for each tribe on behalf of which it is applying, the population number, the population tier, and a brief explanation of the basis for the population number and tier. If an applicant does not provide either a population number, applicable population tier, or specifies a population of zero, the applicant will be deemed ineligible and will not receive an allocation for funding. Also, not noted on this slide but as mentioned earlier, if a consortium does not provide either a population number or a population tier for one or more of the tribes listed as member tribes, that tribe or tribes will not be counted towards the total sum of the consortium's application. The applicant official who submits the grant applicant in GMS is the certifying official for the Population Certification form. Additional information about the requisite reporting documentation needed for the Population Certification is detailed in the solicitation.

The Population Certification PDF can be downloaded from--here's that website I told you we would mention. This is--if you don't want to use Appendix C, you can download this document and other documents from the website listed here.

[\[https://grants.ojp.usdoj.gov/TVSSA\]](https://grants.ojp.usdoj.gov/TVSSA) This website includes a list of all the important forms and guidance related to the solicitation. If you choose to use Appendix C of the solicitation, please be sure to save the 3 pages of the form as a separate file, so you don't end up uploading the entire solicitation into GMS as part of your application. Please be sure to include information in all of the relevant fields of the form. On the first page, please be sure to include your applicant name, the certification date, and the type of applicant applying, either a federally recognized tribe, a designee, or a consortium.

The second page is where you will include the most important information, the name of the tribe or tribes whose population you are certifying to. This may or may not be the same as the applicant name, depending on whether a tribe is applying directly on its own behalf, or via a designee or consortium. The information required also includes the tribe or tribe's population, their respective tiers--and you will remember, the tiers can be found in the solicitation and on the first page of this form--and a very brief explanation of how you determined the population. When I say "very brief," I really want to be clear here. We are not looking for paragraphs of information. If you used tribal enrollment numbers, you can just say that, and that is sufficient. If you used Census data, you can

just say, “Used Census data.” That really is what we’re looking for, just an understanding, a basic explanation of how you arrived at the number that you are certifying. Also, remember that if you are a consortium who is applying, you must provide information for all tribes whose allocations you intend to sum for your overall total budget. Finally, please keep in mind that while OVC is not requiring applicants to submit the documentation supporting the population data that they submit... Sorry. ...supporting the population data submitted in the certifications, or the documentation of their certifying official’s authority to submit data for each tribe for which they apply, this documentation must be retained on file. Again, please see the solicitation for more detailed information about what is required.

Moving on to the Tribal Resolution. A tribe, tribal organization, or tribal designee that proposes to provide direct services or assistance to residents on tribal lands should include in its Pre-Application a Tribal Resolution, an affidavit, or other documentation as appropriate that demonstrates as a legal matter that the applicant has the requisite authorization from the tribe to implement the proposed project. In those instances when an organization or consortium of tribes applies for award on behalf of the tribe or multiple, specific tribes, the application should include appropriate legal documentation from all tribes that would receive services or assistance under the award. A consortium of tribes for which existing Consortium Bylaws allow action without support from all the tribes in the consortium, such as without an authorizing resolution, may submit instead a copy of its Consortium Bylaws or other legal documentation with the application.

Finally, every OJP applicant is required to download, complete, and submit the [OJP Financial Management and System of Internal Controls Questionnaire](#). You can see the link at the bottom where you can find this questionnaire. You also can find it on the previous link that we had where we were talking about how all the important forms for this particular solicitation are in one place. That link also has this FCQ Questionnaire. You’ll note--You’ll also be able to find more information about the FCQ in the [OJP Grant Application Resource Guide](#), which you’ll notice that I’ve been mentioning multiple times over the course of this presentation. This is because a lot of the detailed information that used to appear in OJP solicitations about specific elements of the solicitation-- application that need to be submitted have been moved out of the solicitation and into this OJP Grants Application Resource Guide. Hopefully, this will make it easier to read the solicitations, however, if you find yourself having specific, detailed questions about some of the elements of the application you need to submit, please check the Resource Guide to find more details about particular elements of the application.

Now, in this webinar, I will only briefly cover the documents that are required as part of the Full Application. They are detailed in the solicitation itself and in the [OJP Grant Application Resource Guide](#), and if you would like more in-depth information, please be sure to join us at our May webinar.

Please remember that the Full Application will be submitted only after applicants receive notification of their eligible allocation amounts from OVC. Once you have the FY 2020 funding allocations that you can apply for, we will need applicants to log in to GMS and

revise their project periods. That's assuming that you would like more than a 1-year project period. And again, applicants are allowed project periods up to 5 years in 1-year increments. Applicants will also need to revise their requests for federal funding up to the amount of their OVC funding allocation. While it is allowable to request less than what OVC allocates for your tribe, applicants may not request more than what is allocated. Please reference Appendix E, Guide to Submitting the Full Application in GMS, for step-by-step instructions about how to submit that part of the application.

The Program Narrative that will be submitted this year may be brief, no more than 10 pages, and should focus specifically on what an applicant proposes to do with their funding. Again, there is more detail in the solicitation, and we will cover this in more depth at the May webinar. But, in brief, it should include a Description of the Issue, the Current Status of Victim Services, a Project Description and Implementation, information about your Program Structure, information about Current Grant Funding, and a Plan for Collecting the Data Required for this Solicitation's Performance Measures.

The Budget Detail Worksheet and Narrative should be very familiar to those of you who have applied for OVC funding in the past. As a reminder, the Budget Detail Worksheet and the Budget Narrative have been combined in a single document, referred to as the [Budget Detail Worksheet](#). Applicants should please use the Excel version, and please break out costs by year, reflecting up to 5 years total of project activity. Applicants can reference the "Budget Preparation and Submission Information" section of, again, the [OJP Grant Application Resource Guide](#) for details on the Budget Detail Worksheet and on budget information and associated documentation, such as information on proposed subawards. For questions pertaining to the budget and allowable or unallowable costs that may not be covered in the solicitation--and, again, make sure you check Appendix A--please be sure to reference the [DOJ Grants Financial Guide](#).

Please remember that the proposed budget must be consistent with the Program Narrative and the project period the applicant proposes. One of the issues last year that prevented a number of OVC grantees from quickly accessing their funding was that their Program Narratives included activities and descriptions of services that did not match the proposed costs that were in their budgets. When this happens, OVC is required to put a hold on the funds until either the Program Narrative or the budget can be corrected to match the project being proposed. Also, as I mentioned earlier, the budget may not exceed what OVC allocates, although it is perfectly acceptable to apply for a lesser amount than what you are eligible for, or for a project period of less than 5 years.

There are a variety of other attachments required as part of the Full Application, which we will cover in more depth in May, and for which there is more detailed information in the [OJP Grant Application Resource Guide](#). Please take time to orient yourself to these requirements, since these are items that, if not submitted with your application, may prevent grantees from accessing their funding immediately upon their award.

So, moving on on how to apply.

Applicants must register in, and submit applications through OJP's Grants Management System (GMS). Please refer to page 16 of the solicitation for detailed information on how to apply in response to this solicitation. Please be sure to keep in mind the deadlines. And please call the GMS Help Desk to report any technical difficulties.

All applicants must also complete the following steps up to their application. You must acquire a Data Universal Numbering System number, a DUNS number. You must register or maintain registration with the System for Award Management, the SAM database. You must acquire a GMS username and password, and then you're going to need to verify your SAM registration in GMS. You'll search for the funding opportunity in GMS, which was on the previous slide. And you'll register by selecting the "Apply Online" button associated with the funding opportunity title. Then you'll be submitting a Pre-Application consistent with the solicitation requirements. Again, I know I sound like a broken record, but there is much more information in the [OJP Grant Application Resource Guide](#) to guide you through this process and answer your questions.

So, as I mentioned previously, we have two fabulous resources at the very end of the solicitation that I really think are going to be critical in helping everyone apply this year. We recognize that this is unique, this is unlike anything we've done previously. And we actually had our Office of the Chief Information Officer create these handy how-to guides that walk you step-by-step in GMS, using screenshots to show you what you'll be seeing and what you need to do at every step of the process in regards to submitting through GMS. So Appendix D includes information about submitting the Pre-Application by April 30th and Appendix E, the Guide to Submitting the Full Application in GMS. That is the exact same thing for the Full Application that is due in June.

An applicant who misses the application deadline due to unforeseen technical difficulties must follow the steps listed on this slide, if they wish to request OVC approval for a late submission of its application. Please note DOJ does not automatically approve requests for late submission. If you encounter difficulties in submitting your application by the submission deadline, please follow the steps outlined on the slide and in the solicitation. OVC will only consider late submission requests from applicants, if they have followed all of the steps listed here. As part of its review of your request, OVC will contact the GMS Help Desk to validate the reported technical issues. OJP will inform the applicant whether the request to submit a late application has been approved or denied.

This slide summarizes technical issues or failures on the part of the applicant that unfortunately will not justify a late submission. If you fail to submit your application because of one or more of these issues, OVC will not be able to approve your request for a late submission.

Please be sure to use the checklist on page 35 of the--oh, 36. I'm one off every time. Please be sure to use the checklist on page 36 of the application to make sure you have

completed, uploaded, and submitted all the required documents. Again, these are the very important documents that will be needed as part of your Pre-Application, due on April 30th.

And now, this next slide shows you that the important elements and documents that will need to be included as part of the Full Application that's due on June 15th.

I'm going to pause here before I turn this presentation back over to Mary Jo to take us through the last few slides. But I really want to thank you for your time and attention to this webinar. I know this is a lot of complicated information to get through, and I very much appreciate your patience, and I'm very much looking forward to your questions. Thank you.

MARY JO GIOVACCHINI: Thank you, Brecht. Just a few slides to go over before we jump into the questions-and-answer portion. If you'd like to stay connected to OVC and haven't done so already, you can sign up to receive their email, and there's two ways to do that. There is a new text feature. You can text OJP OVC, and insert your email address, and send that text to 468-311. You can also go to the [OVC website](#) and subscribe from their website to receive the email. OVC also has a social media following, and you can follow them on [Facebook](#), [Twitter](#), and [YouTube](#). The links to those items are listed below on the slide.

As Brecht had mentioned several times, I believe, during the webinar, if you need support or if you're having technical--if you need to request a late submission, you would send that to the National Criminal Justice Reference Service. You can email them at grants@ncjrs.gov or phone them at 800-851-3420. They also have a newsletter that comes out twice a month called JUSTINFO, and the Funding newsletter at NCJRS comes out weekly on Fridays. That Funding newsletter will announce opportunities for funding from all agencies within the Office of Justice Programs and alert you to webinars such as this. NCJRS is open 10:00 to 6:00, Monday through Friday, Eastern Time, and they are closed on Federal holidays and the weekend.

GMS is your source for technical assistance in submitting your application. They have a hotline at 800--888-549-9901, and you want to select option 3. GMS is open 24 hours a day, 7 days a week, and they are closed [open] on federal holidays. You can also email them at GMSHelpDesk@usdoj.gov. That is GMSHelpDesk@usdoj.gov.

This last slide pretty much pulls together many of the resources that were mentioned throughout today's webinar, and it's just an easy one-place slide to go and get the URLs listed. As previously mentioned, OVC has a [Tribal Set-Aside webpage](#). That's the first URL listed here. You also have the [TVSSA solicitation](#) documents, the mentioned-several-times [OJP Grant Application Resource Guide](#) link, as well as the [DOJ Grants Financial Guide](#) and the [Budget Detail Worksheet](#). The URLs for all of these websites have been submitted to the chat box, so you can go ahead and copy those and save them to a Word file. And as a reminder, we will be posting the slides to the OVC website in approximately 5 to 7 business days.

And the last slide, I believe, before we get to questions. As mentioned several times during the webinar, there are going to be follow-up webinars, one on April the 13th from 3:00 to 4:30, Eastern Time, and that will cover the Pre-Application Submission, so it'll be identical to this webinar. You can sign up and review that again if you like. And then there will be another webinar on May 21st, from 1:00 to 2:30, Eastern Time, that's going to address the Full Application Submission process.

So we are going to start getting to the questions. Just a quick reminder--please submit your questions to the Q&A box and address it to all panelists or presenters. That ensures that everybody on our end will be able to see your question. And we do have a lot of people here to help support and answer those questions for you.

Again, lastly, as a reminder, a recording, the transcript, and the slides for today's webinar will all be posted to the [OVC website](#), and we will notify you via email when that information has been posted.

So our first question today is, "Obtaining a Tribal Resolution will be difficult at this time, as most are following the state mandates not to hold live meetings. Therefore, a Tribal Resolution could not be obtained, especially not by April 30th." And I apologize. That's more of a statement. I don't know if you want to address anything about extensions.

BRECHT DONOGHUE: Sure. This is Brecht, and I'm just going to start by saying I'm going to be taking the lead on answering questions today. But as Mary Jo mentioned, I am joined by a number of my colleagues from OJP: Kris Brambila from the Office of OJP's General Counsel; and Bruce Whitlock from OJP's Office of the Chief Information Officer. Bruce has a number of his team with him as well: Al, Andrew, and Conner, who have been pivotal in helping us set up this somewhat unique solicitation in our Grants Management System. So if there are questions I can't answer, I may be directing the questions to my colleagues.

In regards to concerns about deadlines, that is something we are monitoring carefully. We are very aware that in addition to us now posting a somewhat unique solicitation, we are in also very unique times. And so what I would ask is that if this is of concern, if you could please email either--either one would work--but either the NCJRS email address that was provided by Mary Jo earlier, the National Criminal Justice Reference Service, or that Tribal Set-Aside email that I mentioned earlier, which is ovctribalsetaside@ojp.usdoj.gov. We're going to be collecting information about the impacts that the COVID-19 situation is having on submitting applications. And if there is updated guidance based on the feedback we're getting from the field, we will make that available as soon as possible on the [OVC Tribal Set-Aside webpage](#), as well as any other--you know, we'll probably be sending it out over Listservs and other venues. So hopefully that addresses--I appreciate the feedback and, again, would really appreciate people contacting us if there are concerns associated with any elements of the applications, as far as the deadlines.

MARY JO GIOVACCHINI: “If this grant is to build upon our already existing grants from 2018, and those funds don’t expire until 2022, then how would they not duplicate until that 2018 grant cycle has ended?”

BRECHT DONOGHUE: So one thing you might--That’s a good question. And one thing you might want to consider is whether or not there is need to expand your existing program during the years that are currently funded. For example, if you, you know, are currently employing a social worker, but you really feel like your program could use two social workers, that is perfectly acceptable within the bounds of this program. An expansion to an existing program is fine. The only concern would be if it literally looks like you are paying for something twice in both budgets. So, for example, you know, having the same social worker listed under a current OVC award and in this new award. And what you may want to consider doing, again, is if, depending on how large the allocation is for your tribe, if it looks like it would be enough funding to carry through 5 full years... You might decide, for the first 2 years, we’re going to spend minimal funding and just sort of, you know, have it maybe as an expansion to, you know, some small pieces of your existing program. But if your program is scheduled to end in 2 years, you then could budget the larger proportion of the funding to continuing the program in the subsequent years that are not already funded by OVC or some other grant program, grant.

MARY JO GIOVACCHINI: “We submitted a Financial Questionnaire for another DOJ grant in January 2020. None of the information has changed. Can we use the same form, or does the certification date need to be more current?”

BRECHT DONOGHUE: That’s a very good question, and I’m going to say what I think the answer--maybe I should just turn it directly over to OCIO. I’m definitely going to be tossing this to OCIO to confirm. But I believe what I was told during one of my many, sort of, tutorials by OCIO as to how our Grants Management System works, is that if you are an existing OJP grantee, I believe... Well, let me just ask them. I believe there might be some--it might self-populate, but I’m going to actually throw it to Bruce and his team to answer the question about whether or not the Financial Capabilities Questionnaire needs to be 100 percent uploaded, a new one, or whether any of the existing information gets transferred over. Bruce, can you all field that one?

BRUCE WHITLOCK: Okay, so this is Bruce. I’m going to pass this over to AI, who is one of our experienced leaders on the Service Support Desk to discuss what carries forward and what doesn’t carry forward from prior applications. I’m going to presume, from this question, that what you’re referring to is demographic information that was included on the demographic form on the Consolidated Tribal Application or CTAS Program that was submitted in January/February of this year. So, AI, if you would take on, please?

BRECHT DONOGHUE: Well, wait, Bruce. Actually, Bruce, if I could just--oh, maybe I misunderstood. But I do think--but I think specifically, though, they were asking about the Financial Capabilities Questionnaire, whether or not the information from that--the

person can perhaps--if we're--if either of us--if I'm wrong, the person, hopefully, please write back in and let us know. But that was how I interpreted that question, was the--specific to the Financial Capabilities Questionnaire.

AL RODDY: Hi, Bruce. This is Al. I can answer that question. So, if the applicant has already submitted a Financial Capability Questionnaire, in the particular account that they're submitting their Tribal Set-Aside application in, then that FCQ form will be populated into their Tribal Set-Aside Pre-Application, and they will not need to re-complete that step. It will already be attached in the application, and they could, if they had more information they need to update it, they could re-download the form to their computer and update it, and then delete the existing one that's attached in their Tribal Set-Aside application and then re-upload a new one, if they needed to do so. Other than that, it will already appear in their Tribal Set-Aside application. Now, if they have submitted Applications for this fiscal--for the current fiscal year in another account that they're not using to submit their Tribal Set-Aside application, then they will have to complete another FCQ form in their account. Does that--Does that make sense, Brecht?

BRECHT DONOGHUE: Yes, Al, that was great. And the only thing I just would add to that is, even if you already have submitted an FCQ and it is--does end up populating into your Pre-Application, please be sure to review it carefully to make sure that it is still up-to-date and accurate. So that we don't end up having to come back to you, if there are questions or issues down the road. So, as Al alluded to, if there's something you need to update, you can simply download the form, update it, and re-upload it back in. And it should still save you a fair amount of time, as far as filling out the entire form. Thank you, Al, and Bruce.

MARY JO GIOVACCHINI: "If the consortia consists of 3 tribes, then should each tribe and its official sign page 3 of the Population Certification, so there would be three page 3's with each tribe's authority signing?"

BRECHT DONOGHUE: So I'm going to start off answering this question and then toss it to Kris, in case he has anything to add to what I've--or to correct me if I'm incorrect. But my understanding is that the only--you would only need... Assuming that you have bylaws that--or other legal authority that the consortium is authorized to apply on behalf of the three tribes that are part of the consortium, the only signature you would need on the Population Certification Form would be the--for the tribe that--I mean, for the person who is applying in GMS on behalf of the consortium. But I'm going to stop there and toss it to Kris because he may want to correct me, if what I just said is not correct.

KRIS BRAMBILA: This is Kris Brambila. Yes, Brecht, you're correct. The--you know, the organization submitting the application for the consortium in that instance would--that official would sign. So whoever's the submitting and the operating official from the consortium would sign the certification. The consortium would have to maintain documentation from each tribe that substantiates the numbers put on--included in the form and also the authority to--the basis of those numbers provided. That said, I mean, if... I don't know that we would reject if you, you know, if you had each tribe sign, you

know, the signature page. But I think we're preferring just one form, you know, one signature from the signing, from the consortium, and then the other documentation would be maintained in the files of the organization applying.

MARY JO GIOVACCHINI: "How long after April 30th will we know if we are invited back for Phase 2?"

BRECHT DONOGHUE: What we are currently projecting--so, unless something really unforeseen happens, is that we will turn this around in two weeks, so the date that we have set is May 15th. I would love it, if it was earlier. I don't anticipate it will be. So I think you should be looking for an email to your authorized representative and point of contact on, or around, May 15th.

MARY JO GIOVACCHINI: "At what point will we receive our allocation amount, when we get an email that approves the Pre-Application so that we can develop a budget?"

BRECHT DONOGHUE: So, again, that would be on, or around, May 15th. So, the way that we will be doing this is we will be having the applicant submit their population information as part of their Pre-Application. That will be--that is form we've been talking about, as well as the other, you know, the information included on the SF-424, the Financial Capabilities Questionnaire. Once we receive that information on the--oh, sorry, and the Tribal Resolution for Consortia and Designees... Once we receive the information--We can only run the formula and tell applicants how much they are eligible to apply for once we know how many applicants are going to apply. So we need that information from all the applicants to run the formula. So after April 30th, once we have all of that information from all of the applicants, we will run the formula as quickly as possible. And then, we will be sending out an email, as I mentioned, to the point of contact and the authorized rep. That email will notify folks that they need to log in to the Grants Management System in order to submit a revised application. And as part of that, you will get essentially a link to that same website that I've been mentioning that has all of the guidance around the solicitation, that has the Population Certification form, that has the Financial Capabilities Questionnaire form. You'll get a link to that website, and that will have an Excel spreadsheet that will have the allocation amounts for each applicant that applied. Those allocation amounts will also be available on the OVC website. But it may just be easier to go to one place. And so, at that point, as soon as you get that email, you can then immediately start working on your Full Application. And at any point thereafter, up till June 15, submit your Full Application with all the associated documentation that's needed.

MARY JO GIOVACCHINI: This is similar to an earlier question, but I'm still getting it to read it. "I found the description that this complements and builds on OVC's prior Tribal Victim Services Set-Aside Discretionary Funding Program created in Federal Fiscal Year 2018. Does this mean, if we received funding in 2017, we can't apply?"

BRECHT DONOGHUE: Oh, no. No. That was--no. It was more that was a nod to the fact that the amount of funding for the Tribal Set-Aside has exponentially increased

since 2018. But all--anyone who had--anyone--all... Any Federally-recognized tribe, designee, or consortia is eligible to apply, regardless of whether or not they had previous OVC funds, OVW funds, DOJ funds. The only concern, again, would be if you were literally proposing to fund the exact same, this thing. So that essentially, you could--you would be, you know, doubling the cost of something that really, you know, should only be listed under one award.

MARY JO GIOVACCHINI: "Wouldn't 1 year be January 1, 2021 to January--or excuse me. ...to December 31, 2021? And then January 1, '21..."

BRECHT DONOGHUE: Oh, yes, yes. That was me. Sorry about that. Yes. Thank you. Yes. That was me, probably reading too quickly in my notes. Yes, it would basically be a calendar year. So thank you for clarifying that for me.

MARY JO GIOVACCHINI: Sorry I stumbled over those dates. "I see the certification includes a count of non-members. Must all services be provided to members of a recognized tribe? Or are others living on the reservation eligible for services?"

BRECHT DONOGHUE: So the examples that were provided on the certification form are purely examples. The thing that is really unique about the solicitation this year, and something I actually really like about it, is that it is 100 percent leaving it up to the tribes to tell us what your population is. So if you would like your pop--your--when you're considering who you will potentially be providing victim services to, if that includes people living on your, you know, in your community who are not tribal members, that is 100 percent your prerogative as a sovereign nation to tell us who you will be providing the numbers to. It's simply that we need to understand, for our own purposes, what you're counting as part of your population, which is why we're asking you to provide the very brief explanation as to what your population includes. But, again, it is up to you to tell us whether it's enrolled members, whether it's your service population, whether you're going to use Census data, and basically look at who is living in your tribal lands, That is up to you.

And I think I also saw a question come by earlier asking specifically about the "documentation you need." Again, you know, Kris may be able to speak to it further, as far as what would be appropriate for documentation. But to my mind, it just needs to be documentation that--such that a reasonable person, again, can understand that there is a credible basis for what you have told us your population number is. So, for example, if your tribe keeps enrollment records, that is perfectly acceptable documentation as far as our purposes. If instead you opt to use Census data, you can literally just, you know, make a record of, "We went to the Census website on this date. We ran these, you know... We plugged in these different Census tracts and pulled up our Census data. And that is what we used." And, again, that would be documentation for our purposes. It just needs to be something so that when we come and we say, "How did you arrive at this number," we understand that it is something that is based on a reasonable--a reasonable understanding of what your service area will be or your population is, and

not just, you know, something that was picked out of the blue. So, Kris, do you want to expand any more on the documentation? Or did I cover it?

KRIS BRAMBILA: Brecht, I think you covered it very well, actually. I would just add that, you know, I think to the extent that your tribe can rely--or if you're applying on behalf of a tribe, say, if you're consortium or a designee--if you rely on an established population basis, essentially, that you use in other programs for your tribe, for example, or in other contexts, that could be helpful. We're certainly not asking tribes to create new numbers here. You know, we're really looking to make it a low bar, essentially, to identifying some existing statistics that your tribe relies on in other contexts and then, you know, provide those in this context. And so, you know, I think to the extent you can find something that already works in another context, that would be a defensible way to do it.

MARY JO GIOVACCHINI: "If an applicant plans to request to use their own TTA provider once they are a grantee, do they need to budget money for TTA in their June 15 application?"

BRECHT DONOGHUE: Yes, I would recommend that they do that.

MARY JO GIOVACCHINI: "If there's \$125 million in funding and there are 225 tribes that submit Pre-Applications, OVC would then anticipate allotting 63 percent of the available funds to the base, which would result in a base amount of \$350,000 per applicant. Does this mean that each tier will start with the same base?"

BRECHT DONOGHUE: Yeah. Well, so let me back up and say, in answer to the very last sentence of that, "Will every tier start with the same base?" Or let me modify it and say, "Will every applicant within a tier start with the same base?" The answer is yes. I will note, though, that those numbers that you just said at the beginning of your question, they may be familiar to you. They came from the framing paper, which basically was sort of setting up, like, essentially an example of what would happen, if a certain number of tribes applied, given a certain amount of funding. So that base, as I said in the slides, may vary a little bit, depending on how many folks actually apply. But I think roughly, our goal was to--this is, again, subject to how many applicants we get--but was to arrive at around number that was around \$350,000. So in the case of the example where 225 applicants applied, that got us to about 63 percent of the total funds.

MARY JO GIOVACCHINI: "Please advise a little bit more about how to change a profile in GMS. While our signing authority is correct for our current grants, on the profile section only, the authorized representative is incorrect. For years, we have tried to change it."

BRECHT DONOGHUE: This is where I am 100 percent happy I have folks from the Office of the Chief Information Officer on the phone. Bruce, can one of your team help with this question?

BRUCE W. WHITLOCK: Sure. AI's going to walk through this. We've been discussing this in the background since the question's first entered into the column, and I think we've got a good answer for it.

MARY JO GIOVACCHINI: Go ahead. Bruce, you're back on mute.

BRUCE W. WHITLOCK: AI?

MARY JO GIOVACCHINI: Oh, AI? Are you going to answer?

AL RODDY: Yup. Sorry. Sorry. I didn't realize I had to take myself off mute.

So this is regarding changing the authorized representative in the profile with a GAN. Unfortunately, the account profile is not updated with the most recent signing official or authorized representative in the GAN. This is how GMS has worked for a long time and probably, you can figure at this point that that's being replaced in another 6 months. So right now the way that you need to change the signing official in your application, in your account, is when you start your account, it will pull the old person in the profile, it will pull their information onto the "Assurances and Certifications" screen. You just need to change that information on the "Assurances and Certifications" screen with each application that you submit for Fiscal Year 2020. The GAN, again, will not update that information in the account profile. It will only update it if a GAN is done, it will only update it for all the awards that are contained on the GAN.

MARY JO GIOVACCHINI: Next question: "When will the project's start date be if we are awarded?"

BRECHT DONOGHUE: It would be January 1, 2021, regardless of how long your project period--how long you choose your project period to be.

MARY JO GIOVACCHINI: "I understand that it reads eligibility is for federal tribes. Can nonprofits partner with tribes? And would this be eligible as a consortia?"

BRECHT DONOGHUE: If I'm understanding the question correctly, I would imagine it would be more likely that it would be as a designee. Typically, a consortium consists of multiple tribes, unless the nonprofit... Yeah, I think it would be a designee. And so, again, as a designee, you would need a tribal resolution or other documenting information showing that you are authorized on behalf of the tribe to submit an application on their behalf.

MARY JO GIOVACCHINI: This question is...

KRIS BRAMBILA: Brecht, this is Kris. If I could chime in?

BRECHT DONOGHUE: Oh, please.

KRIS BRAMBILA: In terms of applying on behalf of the tribe, I think, you're totally correct there. They would need that authorization. Another way that a nonprofit could participate, if a tribe wanted them to, would be as a subrecipient. If they tribe applied themselves and then included that nonprofit in the budget as a subrecipient.

BRECHT DONOGHUE: Of course, yes. Thank you.

KRIS BRAMBILA: But a nonprofit would need authorization to apply on behalf of the tribe if they are actually the applicant.

BRECHT DONOGHUE: Thanks, Kris.

MARY JO GIOVACCHINI: This next question is similar to an earlier one, but I am going to read it again, in case the answer was missed. "If our program provides services to the general population in the geographic service area, do we use that population number for our tribe's population certificate, or do we use the actual population of the tribe?"

BRECHT DONOGHUE: Again, this is the part is, I think, unique about this program, and I hope beneficial. Which is that you, as the tribe, will tell us what you want your population to be, as long as you have reasonable explanation for how you arrived at your population number. If you were providing or anticipate providing services to a population that includes, for example, non-tribal members as part of your geographical area, it is--that is a reasonable thing to do. And we just need to understand how you arrived at your total population number. So you would need to, in your brief explanation, explain, you know, the number that you were giving and where you came up with those numbers.

MARY JO GIOVACCHINI: The next question's about the Pre-Application checklist. "Is that is solicitation as well?"

And I believe that's on page 36. Is that correct?

BRECHT DONOGHUE: It should be. I don't have the population--I mean I don't have the solicitation up right in front of me, ironically. But, yes. I mean as far as I know, yes. The checklist does include the Pre-Application. And, again, it also is in the slides, and it appears, sort of, in multiple places in the solicitation. But I'm 99 percent sure there is a checklist at the end that includes specifically the information that's required for the Pre-Application.

MARY JO GIOVACCHINI: Is the slide I'm showing correct, Brecht?

BRECHT DONOGHUE: Yes, yes.

MARY JO GIOVACCHINI: So that's... It is on page 36, according to this slide. And then the items that are needed for the Full Application are also listed on page 36 of the solicitation.

BRECHT DONOGHUE: Thank you, Mary Jo!

MARY JO GIOVACCHINI: You're welcome.

BRECHT DONOGHUE: It's one of those things where all of a sudden, you start to wonder, "Wait! Did we forget it?" But, no, it's in there. Good.

BRUCE W. WHITLOCK: Brecht.

MARY JO GIOVACCHINI: No, and I didn't want to misspeak.

BRUCE W. WHITLOCK: Brecht. Brecht, this is Bruce. Can I chime in for a second?

BRECHT DONOGHUE: Sure, of course.

BRUCE W. WHITLOCK: For the applicant, when they are using the Grants Management System to file their application, there are a number of sequences that you are required to complete before the application is considered ready to submit. And one of the final steps is a checklist for the system requirements. So requiring that you have submitted SF-424 information, that you've done your certification assurances, that you have uploaded the files. So it will check all of those as you are doing that work, and help you ensure that if you need to go back and complete something, which is marked "incomplete," you're able to do that. And the instructions for that are included in the Appendix on how to use GMS.

BRECHT DONOGHUE: Thank you, Bruce. That's very handy. And I had forgotten that. So thank you.

MARY JO GIOVACCHINI: "Did I understand correctly that if we are Pre--if we are approved for the Pre-Application, then DOJ will notify the tribe of the award maximum for our specific application?"

BRECHT DONOGHUE: Yes. Well, yes. My only caveat to that is the actual amount will be on an Excel spreadsheet that we are actually going to be listing online. We're not actually going to be emailing everyone the Excel spreadsheet. But, yes. Everything else--assumed in that question is correct. You will receive a notification. It will go to the authorized representative in your grant application as well as the point of contact. It will tell you to log in to the system. And it will give you information about the next steps. And it will include a link to the website that will show you the Excel spreadsheet, on which you can find your eligibility for your--how much you can apply for.

MARY JO GIOVACCHINI: "Will this grant replace the CTAS Purpose Area 7?"

BRECHT DONOGHUE: Yes, yes. CTAS Purpose Area 7, is we're not doing this under CTAS Purpose Area 7. And, I mean, if you're familiar with CTAS and familiar with what we're doing right here, you could sort of see there's such very different processes now that it would be almost impossible to do it under CTAS, which is why we pulled it out as a separate solicitation.

MARY JO GIOVACCHINI: "Is the formula based upon 2019 funding awards?"

BRECHT DONOGHUE: I'm not entirely sure I understand the question. I guess what I would say is, I mean, the formula... The example we provided in the solicitation of, you know, \$125 million and if there were 225 applicants, that was somewhat roughly based on Fiscal Year 2019, although actually we didn't have 225 applicants there. So even then... I would say no. I mean, essentially, the formula sort of stands on its own, regardless of fiscal year funding. And the whole idea is that it can be adjusted based, again, on the amount of funding available and the number of tribes who apply.

This may also be a good time to mention, as we said in the solicitation that, you know, I think many of you are aware that this, you know, this is the first time we're doing this. This is a learning process for us. I would like to think that there will be no bumps and hiccups and issues. But, you know, inevitably, I imagine there probably will be. So as soon as we get through this fiscal year's awarding process, we will be going back to the drawing board; looking at what worked, looking what didn't, talking to tribal representatives and, hopefully, holding additional consultations to understand how it worked and how it didn't, and then making adjustments as necessary as we go forward.

MARY JO GIOVACCHINI: So this question is, "The history of this grant is that tribes requested more funding because of special needs. So if tribes don't apply, will they remove it?" And I'm not sure what they mean by "it." And, "As it's a special grant, only one before, will it be offered again next year?"

BRECHT DONOGHUE: So I'm not entirely sure. Yeah. I think maybe the concern is that "if tribes don't apply for funding, will the tribal set-aside go away?"

MARY JO GIOVACCHINI: That's kind of my take...

BRECHT DONOGHUE: Yeah, I mean, I can't speak to that. That ultimately, will be Congress'--that will be left up to our appropriators. But what I would say is that the idea behind the formula is that we know what our total amount available is. And then we, you know, because we have, that we're using a formula, it maximizes the dissemination of the funding because we don't essentially "leave money on the table." So assuming that there is a need, we will be able to, you know, get that money out to the field. So, I can't speak to what will happen in the future about the tribal set-aside. That is out of our hands. But as far as this year, hopefully, we are well-positioned to, you know, get money out to wherever there is need in Indian Country.

MARY JO GIOVACCHINI: "What do we do if our service area is also covered by another tribe?"

BRECHT DONOGHUE: This is me thinking. This is what the silence means. Hmm. That's... Kris, you have ever--any immediate thoughts on that? That may be one we need to put our heads together a little bit and think about. But I'm going to toss it to you...

KRIS BRAMBILA: Yeah.

BRECHT DONOGHUE: ...and see what your initial thoughts are.

KRIS BRAMBILA: You know, I think OVC is not really prescribing how tribes should determine what their service areas are or what the most appropriate population numbers are just because there are so many--so much variation in each tribe's situation. So, you know, I think that's something, you're probably, likely that you need to look at it your tribe's situation in terms of, you know, who do you intend to provide services to in terms of, you know, if it's a tribal population or if it's a service area. You know, it looks different--a little different for every tribe. And drawing some reasonable lines there. Again, I think looking to other programs in which, you know, where you've already, kind of, made some of those--some of those decisions as to, you know, what your tribe would cover versus the adjacent tribe or neighboring tribe; that would be, you know, that might be helpful. But, you know, I think we might need to put our heads together and think about that a little bit more, Brecht. But, you know, essentially, we are looking for the tribes to propose, you know, their own solutions to these in the first instance. And so, you know, that's ideally... You know, I think that's the way to look at it, is, well, what does your tribe do in other contexts? But, you know, maybe we can talk about that a little more offline and get back to the folks about that.

MARY JO GIOVACCHINI: This is another question "regarding the funding amount. They want to confirm that it's going to be \$350,000 per year, for up to 5 years."

BRECHT DONOGHUE: No. No. No. So, it could be very different than that. I mean, again, that was used for purposes of example of how the formula will ultimately be run. We are going to aim for a minimum of \$350,000, but, again, if we, you know, suddenly had, you know, 400 tribes apply, that number might have to be reduced. I mean, I don't anticipate that would happen. But it could. And, similarly, if we end up with far fewer tribes applying than have in the past, we might end up with a base amount that's actually larger than \$350,000. So, I mean, \$350,000 is really, sort of, what we're aiming for. So I think, you know, it might be safe to say--I mean, again, sorry. Siren going by. I warned you all. But, again, it might be safe to say, for example, if you are a smaller tribe and you were just roughly trying to imagine what your amount might be, then \$350,000 is a place to start. But I really wouldn't--I wouldn't count that as like, that's what it's going to be. Unfortunately, that's the one thing about a formula, is until we know how many folks are going to apply, we don't know what the total amount is going to be.

MARY JO GIOVACCHINI: This is about “future funding. Can you speak to whether or not OVC will be issuing an FY 20 Tribal Training and Technical Assistance Solicitation?”

BRECHT DONOGHUE: An FY 20 Tribal--no. I mean, that's not currently in our plans for FY 20.

MARY JO GIOVACCHINI: Another question about the tier system. “I'm not fully understanding how the tier system works. I realize that it's tiered for each amount of population size and that based for each tribe will come--and that the base for each tribe will come from how many apply. But then after that, our amount will depend on which population tier we're in?”

BRECHT DONOGHUE: That's correct. So essentially every tier, every applicant who is in a tier will receive the same amount. So each like--Everyone in tier 1... And, again, this is, I'm only saying this number for example purposes. This is not what the number's going to be. But let's say the number, the amount for tier 1 is \$389,000. That is, everyone in tier 1 would get that amount. So the way that we are running the formula, what will happen is, again, for purposes of example, let's say everyone gets a base amount of \$350,000, every tribe. And then we take the balance of funds, what's left over. So, you know, let's say 200 tribes apply. We've now allotted \$350,000 to every tribe who's applied. We take that balance of funds. And now what we're going to do is we're going to look at the population of each tier. The total population, we're summing it. So if there are 20 tribes in tier 1, we take all of their individual populations, and we sum those. And from that, we're getting a proportion. So basically, that tier's population proportion as compared to all of the tribes' populations, that is the amount of funding that will go to that particular tier. So that's the way that we make sure that the funding that's sort of left over is distributed equitably across all of the tiers. We're taking into account the population across of all of the tribes in a particular tier. And so that's why it's so important that we do have the population numbers from each of the applicants.

MARY JO GIOVACCHINI: And, Brecht, I wanted to let you know that we have just under 5 minutes remaining, and we do have at this point in time one question, the one last question.

“So if our CTAS Purpose Area 7 doesn't end until 2021, should we include these services that are already provided in this grant in this application, including staff salaries?”

BRECHT DONOGHUE: So, I--it would--I think it--that's a... I think what I would... Sorry. I'm just thinking about how to answer this question. I think what my suggestion would be--again, you can't--You need to not have overlapping costs for a project period that are the same costs. So for example, if you had a CTAS award that was going to end in October of 2021 and this award is going to start in January of 2021, those first 10 months of the year, you can't double charge those salaries. So what you would probably want to think about doing is as you structure your budget for however many years this current FY 20 award is going to be for, that you for those first 10 months. Maybe you

only think about, you know, funding, I mean, a few things that, you know, that maybe are not already covered under your CTAS. So, I mean, I'm making this up. But, like, let's say you want to send your staff to some additional training or something. OK, that could be something that could fall in the first 10 months of this new award. Once your CTAS Purpose Area 7 award ends in September 30, 2021, at that point, it's perfectly fine for this new award to pick up the salaries and all of the costs that were on your previous CTAS award from that point forward. So, again, as you're breaking down your budget, just be sure that you're clear and you're saying, "We're not going to charge salaries against this award until we hit October 1, which is at what point our CTAS award closes." And this new award would sort of start up. And then, yes, it would be perfectly fine to charge those salaries to this award.

MARY JO GIOVACCHINI: Thank you. There's one question that I see in the chat box that appears to be cut off. And so I think it's supposed to be maybe, "Alaska tribe used telephone pole for a resolution A." So if the person that is asking that question, if you could put it in the Q&A and expand. I'm not sure what it is that you're exactly asking.

We do at this point have just about a minute to go. And there is one more question that came through. "I'm confused about the planning for the budget per year or planning for the project's total length. Let's say it does end up being \$350,000. Does that mean we could budget \$350,000 for 1 year or 2 years or 5 years? Trying to get our best--" length I think is what she's--the last word is...

BRECHT DONOGHUE: I understand. I got it. I think I understand the question. The answer is yes. So basically, depending on the amount that is allocated for, you know, you as an applicant... I think what you need to do is take a look at that amount and then figure out really if, you know, your ideal program, you know, the way you want to approach--structure your program--how much would that cover, as far as the time period? So if \$350,000, you know, basically would cover a year of your program, then you probably would, you know, just want to do a 1-year project period. However, if you have a smaller program and, you know, let's say you're only paying for one FTE, you know, then you might want to say, you know, "It's 2 years." So I think one question that came up at the consultation previously is, receiving this funding will not preclude you from receiving future funding. So, if you, you know, there's no need necessarily to stretch this across 5 years. Again, that's subject to availability of funds and all of the, sort of, things that we always need to say. But if you think that this really just covers 1 year of your program, then you really should be selecting "1 year" as your project period and so forth. And then, you know, in future years, you can apply for additional funding to keep that program running.

Also, I just wanted to add that I saw something come through in the chat about, if there are unanswered questions. If there are unanswered--I mean I thought we got to most of them, but if there are unanswered questions, please do submit them through the National Criminal Justice Reference Service. I see in the chat that the website is right up there at www.ncjrs.gov. Those questions will be routed to us, and we will answer them. And they also will be available online to others. So...

MARY JO GIOVACCHINI: And that would be the last question at this time.

BRECHT DONOGHUE: Great. Thank you. I really appreciate everyone's patience and understanding as we roll out this new program. I do know it's complicated, and there's a lot of things that we're doing differently than we've done in the past. So please, you know, again, feel free to join our webinar again on Monday, if you do have questions that didn't get answered today or submit them to NCJRS. And, certainly, also we welcome feedback as we move forward as to how you think this is going. We're doing our best, but we know we can always improve. So thank you very much.

MARY JO GIOVACCHINI: Thank you, everybody.