

[Transcript from the Office for Victims of Crime (OVC) Fiscal Year 2018 Law Enforcement-Based Direct Victim Services and Technical Assistance Program webinar, which was held on June 13, 2018. The archived webinar can be found at: [https://www.ovc.gov/grants/webinars\\_archive.html](https://www.ovc.gov/grants/webinars_archive.html). The Solicitation can be found at <https://www.ovc.gov/grants/pdfxt/FY18-LEV-Program-Solicitation-508.pdf>.]

MARY JO GIOVACCHINI: Good afternoon, everybody. And welcome to today's webinar, OVC Fiscal Year 2018, Law Enforcement-Based Direct Victim Services and Technical Assistance Program, hosted by the Office for Victims of Crime. At this time, I would like to introduce you to today's presenter, Laura Ivkovich, Policy Analyst with the Office for Victims of Crime.

LAURA IVKOVICH: Good afternoon. Hi, everyone. I wanted to thank you for being on the webinar. We are going to walk through the brief presentation, and I'm going to give you an overview of the Office for Victims of Crime for those who don't know us. I'll do a breakdown of the solicitation for the Law Enforcement-Based Victim Services and Technical Assistance Solicitation. There's actually two Purpose Areas in that solicitation, so we're going to go through it for both Purpose Area 1 and Purpose Area 2. We're going to look at the focus areas, the required documents, application deadline, award amount, and timelines, the evaluation component, and how to ask questions and answers, and how to apply.

So first, this Department of Justice solicitation furthers the Department's mission by supporting the development of direct victim services to strengthen the capacity of victim services field to better serve and support victims of crime.

Established via the Victims of Crime Act of 1984, OVC's mission is that we're committed to enhancing the nation's capacity to assist crime victims and supervise leadership in changing attitudes, policies, and practices, and to promote justice and healing for all crime victims.

So, for our two Purpose Areas under the Fiscal 2018 Law Enforcement-Based Direct Victim Services and Technical Assistance Program, I'm going to be referring to Purpose Area 1, meaning the direct victim services; and Purpose Area 2, meaning the technical assistance. So for the overview of this, the programs will develop, or enhance, and sustain direct victim assistance services within law enforcement-based systems and better coordinate partnerships with community-based programs to serve the broader needs and rights of all crime victims.

Funding under Purpose Area 1 of the program will support direct victim assistance services grants to states, tribal, and local law enforcement agencies in small, medium-sized, and large jurisdictions to hire staff to develop new or existing law enforcement-based victim service program, with a strong focus on reaching victims in high crime areas and improving services to these crime victims. Under Purpose Area 1, funds have been set aside for award to 10 tribal sites, defined as federally recognized Indian tribal

governments that perform law enforcement functions as determined by the Secretary of the Interior.

Under funding Purpose Area 2, we will support a technical assistance program to help build the capacity of the Purpose Area 1 sites to prioritize the rights and needs of all crime victims. Under Purpose Area 2, there are funds designated as well, specifically to provide technical assistance to support the 10 tribal sites. The small, medium, large jurisdictions definitions have to do with both resident--number of residents, and number of sworn officers. Though for small, it's less than 50,000 residents, and less than 100 full-time sworn officers. For medium, it's 50,000 to 500,000 residents and less than 100 full-time sworn officers. And for large jurisdictions it's 500,000 residents or more, and 100 or more full-time sworn officers. For tribal jurisdictions, it's any tribal jurisdiction that's recognized by tribal government with law enforcement functions.

So I'm going to direct the first part of this--with Purpose Area 1, direct services. So, the applicants must demonstrate that a coordinated community-wide approach will be used to leverage existing local, state, and federal resources for the provision of a comprehensive array of services for all crime victims. Many of you tuning in may know that we do have local VOCA victim assistance funding at the state and territory level, administered by VOCA administrators, designated by each governor to make those decisions. So there's already complement of direct victim services at the prosecutor, law enforcement, corrections, as well as community-level services that are funded through formula grants. This is different. This is under a discretionary grant program, but we are tying it to the VOCA victim assistance grant funds that are overseen by a rule, and I'll get into that in a minute. So, any applicant must demonstrate that they are going to coordinate with those existing local, state, and/or federal resources for their comprehensive service delivery. Failure to dedicate adequate funding to support direct services and program plans that do not demonstrate collaboration with these community-based programs will not be considered as responsive to the solicitation. Also, this funding should not supplant or duplicate current funded initiatives in this area, but applicants may propose activities that demonstrate how current initiatives can be enhanced or expanded, as well as launch new initiatives.

The Purpose Area 1 direct services grant funds, as I mentioned, must follow the Victims of Crime Act Victim Assistance Program Rule. Those are found at 28 C.F.R. 94, regarding allowable costs. And those include things like the direct services costs, costs for activities supporting those direct service costs, administrative costs, and then it also identifies those things that are expressly unallowable. So, when we get to the question and answer, if there's going to be a lot of questions about, will it cover this, will it cover that; there won't be time to answer all those questions, I will refer everybody back to the outline under 28 C.F.R. 94, that lists all of what are allowable costs.

Also under Purpose Area 1, direct service deliverables, we're looking at such things as crisis intervention services, emergency transportation to court, short-term child care services, temporary housing and security measures, assistance in participating in criminal justice proceedings, payment of reasonable costs for forensic medical exams,

and other services for crime victims. And a plan for how the victim services will be developed or enhanced, implemented, and sustained for the conclusion of the funding. Again, these services are tied to VOCA victim assistance.

Let me take that. So, if there are any questions, I think we're going to hold those to the end. So it's--but--and it might be answered by the slides that I have coming up.

So, turning to Purpose Area 2, which is specific to technical assistance, this is to also include a--as I said before, it also applies to provide TA to the 10 tribal sites that are anticipated to be funding as--funded, as well. So, what will this TA do? It will help build the capacity of the Purpose Area 1 sites that are funded to prioritize the rights and needs of all victims of crime. And it will help to enhance trauma-informed, victim-centered services. The TA component is also intended to assist grantees with the development or enhancement of law enforcement program protocols and guidance--guidelines through use of webinars, publications, videos, in-service training modules, toolkits, other examples of reaching the grantees are listed here. And there may be more than that, these are just examples.

So for Purpose Area 2 technical assistance, what is required is that there must--there must be staff resources and the capability to develop or enhance a model for delivery of these technical assistance services. Also, the applicant must demonstrate that they have the staff capacity and expertise to provide TA to the 10 tribal sites funded, as well. Joint applications from partnering organizations may be employed to address this requirement. Also, the program director overseeing the technical assistance effort must have both the substantive expertise, and experience to perform crucial leadership functions, and sufficient time to devote to the project, to provide the needed guidance, and supervision. The ultimate aim is to enhance the provision of high quality services that address the individual needs of crime victims, ensure that victims are afforded their rights. So we want to make sure that the TA provider is familiar with and able to do that with the funded PA 1--or Purpose Area 1 direct victim service program.

Going back to Purpose Area 1, Direct Services, these include public law enforcement agencies or federally recognized Indian tribal governments with arrest powers that perform law enforcement functions. For tribal as defined by the Secretary of the Interior. Viable sites, and for those who might be tuning in, viable sites within the Public Safety Partnership and the Project State Neighborhood sites are—and the Enhancing Law Enforcement Response to Victims, or ELERV, are particularly invited to apply. The Office for Victims of Crime is working collaborate--collaboratively with the Bureau of Justice Assistance, our sister agency, in the development of the solicitation and the decisions for funding. And we are specifically wanting to make sure that we're tying other Department of Justice investment, like, the PSP and Project Safe Neighborhood efforts, as well as the ELERV effort to this--this new project. Eligibility is also found on page 14.

OVC welcomes applications under which two or more entities would carry out the federal award. However, only one entity will be the applicant. Any others must be

proposed as subrecipients or subgrantees. The applicant must be the entity that would have primary responsibility for carrying out the award, including administering-- administering the funding and managing the entire project.

For Purpose Area 2, Technical Assistance, the eligibility applies to those nonprofit organizations including tribal nonprofit organizations. For profit organizations, colleges and universities, including tribal institutions of higher education, the tribal governments or tribal organization. More information about the eligibility can be found on page 1 of the solicitation. I do want to mention, however, that a nonprofit organization does not need to have a 501(c)(3) status to apply for grant funding under this solicitation. And that all recipients and subrecipients including any for-profit organizations must forego any profit or management fee. So with regard to the timeline, the applications for both Purpose Area 1 and Purpose Area 2 are due on July 2, 2018, at 11:59 p.m., eastern standard time.

The award amounts and project period, for Direct Services, Purpose Area 1, the award amount of--for small jurisdictions is \$92,000 per year over 3 years. So that would be a maximum of \$276,000. For medium jurisdictions, that would be awards of up to a \$150,000 per year, over 3 years, with a maximum award of \$450,000. And for large jurisdictions it would be awards of up to \$275,000 per year, over 3 years with a maximum of up to \$825,000. For Tribal, it's \$200,000 per year, over 3 years with a maximum of up to \$600,000. The project period is 3 years, 36 months, 3 years. And the--for period of performance would be--that it would begin October 1, 2018.

For Purpose Area 2, a total--the total amount award available would be \$2.25 million. Note, it that I don't--I don't know that it matters to you, but \$750,000 should be dedicated to providing technical assistance to tribal grantees under Purpose Area 1. So for those who are tuning in for Purpose Area 2, this applies to you; \$750,000 should be dedicated to providing TA to tribal of that \$2.25 million. The project period is 36 months, and the period of performance is the same, October 1, 2018. OVC expects to make one cooperative agreement award to the successful applicant that can demonstrate experience providing TA to victim serving organizations.

So what must be included? For Purpose Area 1 applications, the following must be included, the Project Narrative, and that includes, the description of the issue and for purposes of scoring the applications, a numerical amount has been--percentage amount has been ascribed to each of these areas. So under Project Narrative, 15 percent of the application score deals with the Description of the Issue. For Project Design and Implementations, 30 percent of the application score goes toward that. Under Capabilities and Competencies, 30 percent of the application score is for Capabilities and Competencies. And then for Plan for Collecting the Data only 10 percent of the application score is for that. The Budget Detail Worksheet and Narrative is 15 percent of the application score. The following information must be included in your application, and we say this because these items are required, and as I said, scored during the application process. So, where there is an asterisk, you'll see that the program Project Narrative and Budget Detail Worksheet are a must.

For Purpose Area 2, the must--what is--must be included for the TA Purpose Area? Again the Project Narrative, the scoring for that is a 5 percent for Description of the Issue, 30 percent of the application score is for Project Design and Implementation, 30 percent is for Capabilities and Competencies, 10 percent for Plan for Conduct--Collecting the Data, 15 percent for the Budgets and 10 percent for something additional, which is the Resumes of the Key Personnel Or Job Descriptions. Those, again, must be included. So the Project Narrative, the Budget Detail Worksheet and Resumes of Key Personnel or Job Descriptions must be included in the application.

So how to apply for the funding? That you can also find on page 27 of the solicitation. You must register in and submit applications through [Grants.gov](https://www.grants.gov), that's the federal agency portal for grants to be--applications to be submitted. You must also acquire a SAM number and unique identifying number. And I must say that the SAM's system has recently required something new. And I mention that now because if you haven't applied before and haven't gotten a SAM number, you're going to need to do this. They're now requiring notarized letters to be submitted via U.S. Postal Service Mail. I believe this is regarding the hacking that has occurred and so they are going through a deliberative process, and until they've changed their processes, this is the most current information that we have about it. More information can be found on [www.SAM.gov](https://www.SAM.gov). But I just wanted to bring your attention to this--the uniqueness of the SAM website concern that they had. On the number three, you'll also have to acquire an Authorized Organization Representative and a [Grants.gov](https://www.Grants.gov) username and password. You have to acquire confirmation for the Authorized Organization Representative and E-Business Point of Contact and you need to search and access the funding opportunity number on [Grants.gov](https://www.Grants.gov). And you have to submit a valid application consistent with the solicitation by following the directions in [Grants.gov](https://www.Grants.gov). And there's more details on the DUNS number and the SAM information and the [Grants.gov](https://www.Grants.gov) registration steps and timeframes available at [Grants.gov](https://www.Grants.gov).

There are additionally important contact information for those who might have some technical assistance issues with submitting an application. For that, we have a [Grants.gov](https://www.Grants.gov) customer support hotline which there is both a phone and an email. The email is [support@grants.gov](mailto:support@grants.gov). The toll free number is 1-800-518-4726 or 606-545-5035, that's for technical assistance issues. And for just general solicitation requirements or general assistance, the contact information is through the National Criminal Justice Reference Response Center, so the NCJRS Response Center, and they also have email and phone. The email is [grants@ncjrs.gov](mailto:grants@ncjrs.gov). Their toll free number is 800-851-3420 and their hours of operation are 10:00 to 6:00, Monday through Friday, eastern time, and 10:00 to 8:00 p.m., of--for the other timeframes until the end of the solicitations close. And I have time for questions and answers and I can also receive programmatic questions beyond the webinar, and my phone number is 202-616-3576 and my email is my name ([laura.ivkovich@usdoj.gov](mailto:laura.ivkovich@usdoj.gov)). You can also submit programmatic questions using the Q&A Box and select all panelists. I'll turn it back over to Mary Jo.

MARY JO GIOVACCHINI: Hi everyone, we do have a couple of questions, so we'll start with those.

"If you have less than 500,000 in population, but more than 100 officers, could you apply for the large jurisdiction?"

LAURA IVKOVICH: So the bucket I think that--the way to look at the best category would be the population that you're serving. So you're serving victims in the residence or population of victims in your locale. So look at that first determinant, which is the resident population and I think that would serve you best, because that is who you're trying to serve.

MARY JO GIOVACCHINI: "What source should we use to determine population size, the latest census? That's--that our city is just about"--sorry, "the latest census states that our city is just above 50,000 residents, but our count last year was just under 50,000. Would you suggest we select small or medium?"

LAURA IVKOVICH: I would suggest that you go with what is the most valid way to identify your population size. And for you, if that's the census, that's probably the most valid.

MARY JO GIOVACCHINI: "Are local government entities in sanctuary cities eligible to apply?"

LAURA IVKOVICH: So this might be something that we get back to you. I believe that the Department of Justice is still trying to figure out those questions from a variety of applications interested in funding from both the Bureau of Justice Assistance and the Office for Victims of Crime. I'm hopeful that, that information will be forthcoming in the form of a position paper that will be made available on the [NCJRS.gov](http://NCJRS.gov).

MARY JO GIOVACCHINI: If you could resubmit that question to [NCJRS.gov](http://NCJRS.gov). I did put the slide back up with their information. So that particular question can go to [grants@ncjrs.gov](mailto:grants@ncjrs.gov) and we will try to get you an answer to that.

"Can two law enforcement agencies apply with one community-based organization, a DD organization?"

LAURA IVKOVICH: So, thank you for that. So, there needs to be one prime, one applicant, one prime. You could have whoever is going to be the prime, submit the application and you could have partnership with another law enforcement agency in the community; if that helps clarify.

MARY JO GIOVACCHINI: "We are a current ELERV sites, our population is 175,000 residents. Daytime population about 285,000 plus. However, our law enforcement agency has 450 sworn officers. Am I correct in understanding that we do not qualify for the medium-size agency award category?"

LAURA IVKOVICH: So, the medium size award category as mentioned is 50,000–500,000 residents. Non-federal department employing less than 100 full-time sworn officers. Again, we'd look to mostly the resident population as the determinant for making a decision on whether you're medium sized. So, if it's less than 500,000, so 50,000–500,000 residents that would be medium.

MARY JO GIOVACCHINI: Okay. At this time, we're not seeing any other questions. So, we will give you a few more minutes if you could come up with anything. And if not, then we will end the webinar.

“With allowables, I feel that some states are allowing vehicle purchases and lease. How do we find out if our state is one of those?”

LAURA IVKOVICH: So, I should probably have mentioned that VOCA--this is for Purpose Area 1, I'm assuming. And for Purpose Area 1, Direct Victim Services, the VOCA formula grants are administered by VOCA administrators. And they use our guidance and the rule on allowable costs to determine what they too will allow with their formula grants. It is important for--if you have additional questions beyond what the rule for VOCA victim assistance allows, that you contact your VOCA administrator. There may be unique issues in your jurisdiction that they have restrictions on certain things or more--are more allowable on certain things. So, we would recommend that in your locale that you'd turn to your state VOCA administrator's guidance on allowability. Also because we're hopeful that this funding will seed the development of future formula grant funded programs. So that while you're, perhaps, getting funding for this moment for 3 years, that will help you prepare yourself for the longer term funding which is allowable under VOCA formula grants. So, for that reason, it would be helpful for you to reach out to your VOCA administrator in your state to identify any uniquenesses under their allowable victim assistance program funds.

MARY JO GIOVACCHINI: So, somebody wanted to “see the breakdown for the different jurisdictions,” so I moved it to that slide. You can also find this information in the solicitation.

LAURA IVKOVICH: Yes. You can--on page 5.

MARY JO GIOVACCHINI: So, I'll leave this up here for a little while. If you guys want to jot that information down or reference your solicitation and highlight it on page 5. Right now, that appears to be the last question. So, again, while we give you some time to do that, if anybody else has the questions, please submit it.

All right. So, a few more questions have come through. Thank you very much for that.

“For Purpose Area 2, if an applicant collaborates with a partner organization for TA provisions to tribal grantee sites, how will indirect costs be listed in the budget? Indirect costs only for the applicant agency? Indirect costs for both agencies?”

LAURA IVKOVICH: So, the collaboration--thank you for that question. For the collaboration with a partner organization for the TA, I'm assuming would be through a contract, so a subaward to--you're not going to both come in as prime. So, I'm assuming, the indirect would be by the prime applicant and any further use of a partner would be as a contractor or a subgrantee. And there are different rules for how that is done. And that information, I know it's in the solicitation. It'll take me a minute to get to it, but it is in here about subrecipients versus contracts. And more information about how to handle indirect cost for that is also found for that--let's see. Just a minute. How about we take the next question while I'm looking for that page number?

MARY JO GIOVACCHINI: "So, under Purpose Area 1, will a victim service provider under a local city government be able to apply without law enforcement?"

LAURA IVKOVICH: No.

MARY JO GIOVACCHINI: "OVC LEV funding is not formula funded, correct?"

LAURA IVKOVICH: Correct.

MARY JO GIOVACCHINI: "This is a discretionary opportunity, right?"

LAURA IVKOVICH: Correct. It's discretionary.

MARY JO GIOVACCHINI: "The application indicates Purpose Area 1 funds may be used for payment of reasonable costs for forensic medical exams of crime victims. Confirming the funds could be used to reimburse law enforcement agencies. Who pays for these exams."

LAURA IVKOVICH: Thank you. So, in the application, we give you a list of examples of what a direct victim service is--that comes from VOCA and that comes from the VOCA victim assistance rules. So, I would re--I would suggest that you go back and look at those rules, as well as previously mentioned, contact the VOCA administrator in your state to see how they're handling that. So, that would be my recommendation.

So, pre-agreement costs--oh, excuse me. So, indirect cost rate, going back to the previous question, can be found on page 23. And there's also a--you could ask OV--OCFO questions about the indirect cost rate and how it is applied by sending an--by going to [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov) or by contacting 800-458-0786. Again, that's on page 23.

MARY JO GIOVACCHINI: "Do you provide some information on allowable expenses? Can we hire our personnel to provide direct services and if so must they be sworn officers, or can we hire civilians? We have looked at 28 C.F.R. 94 and it can be confusing."



LAURA IVKOVICH: So, the--thank you. The idea of checking with your state VOCA administrator about how they deal with the handling of VOCA assistance and what is allowable is critical. I think that would be smart to do. So, I'm only able to answer generally what the rules allow. So, you can hire personnel to provide direct services and if that person happens to be a sworn officer who is dedicated full-time to provide direct services, that would generally be allowable. But it is up to the state VOCA administrators on how they handle that. The intent was to hire direct victim services, and to place those direct victim service providers within law enforcement to--law enforcement-based systems; small, medium, and large, and tribal jurisdictions. So, the thought is having victim-centered, victim-informed, trauma-informed services coming from professionals who address the needs of victims of crime and we also want to make sure that those programs are working off of the model guidelines that were developed for victim services. So, that might be another place to look. Generally, we're looking at individual victim service providers and not hiring up law enforcement. That would be a different funding opportunity, I would think, through the Bureau of Justice Assistance or COPS.

MARY JO GIOVACCHINI: So, at this time, we do not have any other questions. I have moved the slide once again to the information--the contact information for [Grants.gov](https://www.grants.gov) as well as NCJRS. So you have a chance to write that down. As a reminder, we will be posting the slides, the transcript to the OVC website in approximately 10 business days or most likely a little less than that. We will notify you once that information has been posted. But at any time, you can go and check [OVC.gov](https://www.ovc.gov) and look under their current funding opportunities and you will be able to provide a link that'll take you to those posted items.

Okay. So, at this time, we have no other questions. We will end this webinar. On behalf for the Office for Victims of Crime, we thank you very much for joining us today. And we hope you have a great rest of your day.

LAURA IVKOVICH: Thank you, everyone.