U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime

Training for Law Enforcement to Improve Identification of and Response to Elder Fraud Victims
OVC FY 2020 Competitive Grant Solicitation

CFDA #16.582

Grants.gov Solicitation Number: OVC-2020-18112

Solicitation Release Date: March 11, 2020

Application Deadline: 11:59 p.m. eastern time on May 11, 2020

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office for Victims of Crime (OVC) is seeking applications to provide training and technical assistance to law enforcement agencies to more effectively identify elder fraud victims, allowing law enforcement both to bring the fraudsters to justice and to connect those victims with available services. OVC intends to accomplish this goal by creating training that is relevant to both large and small jurisdictions in both urban and rural communities. This program furthers the Department's mission by combating elder fraud, preventing further harm to vulnerable victims, and making communities safer.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

Eligibility (who may apply):

The following entities are eligible to apply:
   1) Nonprofit organizations (e.g., with 501(c)(3) status);
   2) Public agencies including law enforcement agencies (including municipal, county, state, and tribal agencies);[1] and
   3) Institutions of higher education (including tribal institutions of higher education).

All recipients and subrecipients must forgo any profit or management fee.

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[1] Tribal agencies must be of federally recognized Indian tribal governments (as determined by the Secretary of the Interior).

Contact Information
For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800–518–4726, 606–545–5035, at https://www.grants.gov/web/grants/support.html, or at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must email the OVC contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under "Experiencing Unforeseen Grants.gov Technical Issues" in the How To Apply (Grants.gov) section in the OJP Grant Application Resource Guide.

For assistance with any other requirements of this solicitation, contact the National Criminal Justice Reference Service (NCJRS) Response Center: toll free at 800–851–3420; via TTY at 301–240–6310 (hearing impaired only); email to grants@ncjrs.gov; fax to 301–240–5830; or web chat at https://webcontact.ncjrs.gov/ncjchat/chat.jsp. The NCJRS Response Center operates from 10:00 a.m. to 6:00 p.m., eastern time, Monday through Friday, and from 10:00 a.m. to 8:00 p.m., eastern time, on the solicitation closing date.

Deadline Details
Applicants must register with Grants.gov at https://www.grants.gov/web/grants/register.html prior to submitting an application. All applications are due by 11:59 p.m., eastern time, on May 11, 2020.

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date, to allow time for the applicant to receive validation messages or rejection notifications from Grants.gov, and to correct in a timely fashion any problems that may have caused a rejection notification.

An applicant must use the **Add Attachment** button to attach a file to its application. Do not click the paperclip icon to attach files. This action will not attach the files to the application. After adding an attachment, select the **View Attachment** button to confirm you attached the correct file. To remove the file, select the **Delete Attachment** button.

OJP encourages all applicants to read this Important Notice: Applying for Grants in Grants.gov.

For additional information, see the "How To Apply (Grants.gov)" section in the OJP Grant Application Resource Guide.

Contents

OVC FY 2020 Training for Law Enforcement to Improve Identification of and Response to Elder Fraud Victims
(CFDA # 16.582)

A. Program Description

Overview
This program will support the provision of training and technical assistance (TTA) to both large and small law enforcement agencies in both urban and rural communities. OVC expects the successful applicant to work with two of the six Transnational Elder Fraud Strike Force Districts to create relevant training focused on improving the identification of victims of elder fraud and connecting victims with available services.

Statutory Authority: The statutory authority for this program is 34 U.S.C. § 20103(c)(1)(A).

Program-Specific Information
Combating elder abuse and financial fraud targeted at older adults is a key priority of the Department of Justice. Elder abuse is an intentional or negligent act by any person that causes harm or a serious risk of harm to an older adult, including through financial fraud and scams and exploitation. The Attorney General created the Transnational Elder Fraud Strike Force — a joint law enforcement effort that brings together the resources and expertise of DOJ's Consumer Protection Branch, the U.S. Attorneys' Offices for six federal districts, the Federal Bureau of Investigation (FBI), the U.S. Postal Inspection Service, and other organizations — in June 2019 to warn and educate the public about trending elder fraud threats.

This program will focus on developing and implementing a TTA program for federal, state, and local law enforcement to better identify elder fraud victims and detect the schemes perpetrated against those victims to address potential further victimization,[2] and to provide an improved law enforcement response when a victim is identified. The successful applicant will propose a strategy and timeline to develop and implement TTA to state and local law enforcement agencies operating within two Transnational Elder Fraud Strike Force districts (selected by OVC), focusing on a large city and a rural city police department within each district, to develop trainings that may be replicated to law enforcement agencies across the United States.

Applicants should be familiar with these existing DOJ-funded resources and design a project that enhances or expands these training products or fills gaps in the existing resources. Project designs that duplicate resources already available will not be considered under this program. Examples include the following:

1) The Elder Abuse Guide for Law Enforcement, EAGLE, is an online tool designed to support officers in quickly identifying, intervening, and resolving elder abuse situations.

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[2] For example, frauds perpetrated by money mules. The FBI defines a money mule as a person who transfers illegally acquired money on behalf of or at the direction of another. Money mules often receive a commission for the service or provide assistance because they believe they have a trusting or romantic relationship with the individual who is asking for help.

Developed with input and user testing by law enforcement for law enforcement, EAGLE provides—

- tools to assist in documenting a case for prosecution
- ZIP code-based community resources locator
- state-by-state penal codes relating to elder abuse
- list of webinars designed for law enforcement

2) The National White Collar Crime Center (NW3C) has a series of 10 victim-centered interactive web-based training modules covering trauma-informed promising practices for detecting and responding to elder financial exploitation. NW3C also will develop and deliver an in-person train-the-trainer curriculum covering the topic.

Goals, Objectives, and Deliverables

The goal of this program is to provide training and technical assistance to enhance law enforement's ability to identify elder fraud victims and to connect those victims within available services.

The objective in providing TTA is to achieve victims' increased safety and well-being.

The deliverable for this program is the creation of TTA services, followed by the provision of TTA, measured semiannually by TTA requests received, TTA requests delivered, type of TTA provided, number of persons trained, and other key data points.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under What an Application Should Include.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policy making and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the OJP Grant Application Resource Guide.

Information Regarding Potential Evaluation of Programs and Activities

Applicants should note OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the OJP Grant Application Resource Guide section, entitled, "Information Regarding Potential Evaluation of Programs and Activities."

B. Federal Award Information

Maximum number of awards OVC expects to make: 1
Estimated maximum dollar amount for each award: up to $2 million
Total amount anticipated to be awarded under solicitation: $2 million
Period of Performance start date   October 1, 2020
Period of Performance duration   36 months

OVC may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. In making decisions regarding continuation awards, OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall

management of the award, and progress of award-funded work, when making continuation-award decisions.

Under this solicitation, only one application by any particular applicant entity will be considered. An entity may, however, be proposed as a subrecipient (subgrantee) in more than one application.

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Type of Award
OVC expects to make awards under this solicitation as a cooperative agreement, which provides for OJP to have substantial involvement in carrying out award activities. See the "Administrative, National Policy, and Other Legal Requirements" section of the OJP Grant Application Resource Guide for additional information.

Financial Management and System of Internal Controls
Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements[3] as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See OJP Grant Application Resource Guide for additional information.

Budget Information

Cost Sharing or Matching Requirement
This solicitation does not require a match.

Please see the OJP Grant Application Resource Guide for information on the following:
Pre-agreement Costs (also known as Pre-award Costs)
Limitation on Use of Award Funds for Employee Compensation; Waiver
Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs
Costs Associated with Language Assistance (if applicable)

C. Eligibility Information

For eligibility information, see the title page.

For information on cost sharing or match requirements, see Section B. Federal Award Information.

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[3] The "Part 200 Uniform Requirements" means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

D. Application and Submission Information

What an Application Should Include

The following application elements MUST be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding: Program Narrative and Budget Detail Worksheet and Budget Narrative.

See the "Application Elements and Formatting Instructions" section of the OJP Grant Application Resource Guide for information on, among other things, what happens to an application that does not contain all the specified elements, or that is nonresponsive to the scope of the solicitation.

1. **Application for Federal Assistance (Standard Form (SF)-424)**
   The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the OJP Grant Application Resource Guide for additional information on completing the SF-424.

   Intergovernmental Review: This solicitation ("funding opportunity") **is not** subject to Executive Order 12372. (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the "Program is not covered by E.O. 12372.")

2. **Project Abstract**
   Include a project abstract that summarizes the proposed project in 400 words or less with the details below:

   - Legal name of applicant (the organization or agency, not the individual)
   - List of project partners and their roles in the proposed project
   - Description of TTA services to be provided under the proposed project
   - Federal amount requested for the 36-month project period. This amount MUST match the total in the Budget Detail Worksheet, including the Narrative, and the federal amount requested on the SF-424.

   Project abstracts should be—

   - Written for a general public audience.
   - Submitted as a separate attachment with "Project Abstract" as part of its file name.
   - Single-spaced, using 12-point Times New Roman font with 1-inch margins.

3. **Program Narrative**
   The Program Narrative should be double-spaced, using 12-point Times New Roman font; have no less than 1-inch margins; and should not exceed 20 pages. If the Program Narrative fails to comply with these length-related restrictions, OVC may negatively consider such noncompliance in peer review and in final award decisions.

   The Program Narrative must include the following four sections:

a. **Statement of the Problem**

This section must establish a strong rationale for the project and provide a clear statement of how funding will support the project's value to the victims field by meeting the stated goals. An applicant should use data to provide evidence that the need for the effort exists and demonstrate the scope and size of the need.

b. **Project Design and Implementation**

The application must provide a clear link between the proposed activities and the need identified in the "Statement of the Problem" section above.

To accomplish this, this section should—
1. describe in detail specific activities necessary for accomplishing each goal and objective of the proposed project.
2. include a timeline that identifies a timeframe for all the tasks and activities to be completed.
3. describe how the applicant will build on existing resources and fill gaps.

c. **Capabilities and Competencies**

This section must—
1. describe the applicant's experience providing TTA or resource development in elder fraud and the experience and expertise of key staff members.
2. describe the applicant's experience working with law enforcement.
3. include position descriptions for all key personnel and resumes as a separate attachment (that will not count against the Program Narrative page limit).
4. describe the applicant's access to resources, facilities, and equipment necessary to carry out the TTA or resource development activities described in the Project Design and Implementation section and the applicant's experience and capacity to manage federal grant awards.

d. **Plan for Collecting the Data Required for this Solicitation's Performance Measures**

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables" in Section A. Program Description.

Award recipients will be required to provide the relevant data by submitting quarterly performance data through the Transforming Victim Services module in OVC's online Performance Measurement Tool (PMT) located at https://ovcpmt.ojp.gov. Applicants should review the applicable performance measures at https://www.ovc.gov/grants/pdftxt/TVS-questionnaire.pdf. Award recipients under this solicitation will be required to complete the following sections, including any relevant shared measures.

> V. Collaborative Partnerships
> VI. Strategic Planning
> VII. Victim Services

Reports generated from OVC's PMT system must be uploaded to the Grants Management System (GMS) every 6 months. Applicants should visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Note on Project Evaluations
An applicant that proposes to use award funds through this solicitation to conduct project evaluations should follow the guidance under Note on Project Evaluations in the OJP Grant Application Resource Guide.

4. **Budget Information and Associated Documentation**
   See the Budget Preparation and Submission Information section of 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, proposed procurement contracts under awards, and pre-agreement costs.

   In preparing its budget, the applicant is to review carefully the following information that details elements that the application is to address and/or include in the Budget Detail Worksheet (and its accompanying narrative information):

   i. <u>Travel for required trainings:</u> The Travel category of the Budget Detail Worksheet should include costs to support the travel of staff to attend trainings related to elder abuse and financial exploitation as necessary. For each event requiring staff travel, applicants must break out costs associated with travel, lodging, per diem, and ground transportation. Required trainings for OVC grantees include—
      • the Regional Financial Management Training Seminar sponsored by OJP's Office of the Chief Financial Officer (OCFO), unless the applicant has previously attended this seminar or plans to take the training online. Specific information about the dates and locations of upcoming OCFO events and information about the DOJ Grants Financial Management Online Training can be found at www.ojp.usdoj.gov/training/training.htm. The Programmatic Point of Contact and Financial Point of Contact are required to complete this training.
      • OVC annual grantee meetings, 2 days each, for up to two staff members per year, subject to change.

   The narrative information included as part of the Budget Detail Worksheet should—

   1. display a clear link between the specific project activities and the proposed budget items and not contain items that are not supported by the Program Narrative.
   2. distinguish clearly between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.330, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating a partner with which the grantee has a Memorandum of Understanding (MOU), and a contract is for the purpose of obtaining goods and services for the grantee's own use.

Please see the [OJP Grant Application Resource Guide](#) for information on the following:
5. [Indirect Cost Rate Agreement](#)
6. [Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high risk status)](#)
7. [Disclosure of Lobbying Activities](#)
8. [Applicant Disclosure of Pending Applications](#)
9. [Applicant Disclosure and Justification – DOJ High Risk Grantees](#)[4] **(if applicable)**
10. [Disclosure of Process Related to Executive Compensation](#)

11. **Additional Attachments**

   a. **Position Descriptions and Resumes**
      Position descriptions and resumes for key positions should be tailored to the applicant to demonstrate qualifications of staff involved in the project.

How To Apply (Grants.gov)
Applicants must register in and submit applications through [Grants.gov](#), a primary source to find federal funding opportunities and apply for funding. Find information on how to apply in response to this solicitation in the [OJP Grant Application Resource Guide](#).

Registration and Submission Steps
Applicants will need the following identifying information when searching for the funding opportunity on Grants.gov.
- CFDA 16.582, Crime Victim Assistance/Discretionary Grants
- OVC-2020-18112

For information on each registration and submission step, see the [OJP Grant Application Resource Guide](#).

E. Application Review Information

Review Criteria
Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria.

1. Statement of the Problem (20%)
2. Project Design and Implementation (40%)
3. Capabilities and Competencies (20%)
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (10%)
5. Budget (10%): complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). Budget narratives should demonstrate generally how applicants will maximize cost effectiveness of grant expenditures. Budget narratives

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[4] A "DOJ High Risk Grantee" is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project. [5]

Review Process
OVC reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation. See the OJP Grant Application Resource Guide for information on the application review process for this solicitation.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in the System for Award Management (SAM) as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed $250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and OVC recommendations, but also other factors as indicated in this section.

F. Federal Award Administration Information

Please see the OJP Grant Application Resource Guide for information on the following:

Federal Award Notices

Administrative, National Policy, and Other Legal Requirements
If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the OJP Grant Application Resource Guide.

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[5] Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.

[Information Technology (IT) Security Clauses](#)

General Information About [Post-Federal Award Reporting Requirements](#)
In addition to the deliverables described in [Section A. Program Description](#), any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, semiannual progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measures data.

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

H. Other Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)](#)
[Provide Feedback to OJP](#)

Appendix A: Application Checklist
OVC FY 2020 Training for Law Enforcement to Improve Identification of and Response to Elder Fraud Victims

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in Grants.gov:
- ☐ Acquire a DUNS Number   (see OJP Grant Application Resource Guide)
- ☐ Acquire or renew registration with SAM   (see OJP Grant Application Resource Guide)

To Register with Grants.gov:
- ☐ Acquire AOR and Grants.gov username/password
                   (see OJP Grant Application Resource Guide)
- ☐ Acquire AOR confirmation from the E-Biz POC
                   (see OJP Grant Application Resource Guide)

To Find Funding Opportunity:
- ☐ Search for the Funding Opportunity on Grants.gov
                   (see OJP Grant Application Resource Guide)
- ☐ Access Funding Opportunity and Application Package
                   (see OJP Grant Application Resource Guide)
- ☐ Sign up for Grants.gov email notifications (optional)
- ☐ Read Important Notice: Applying for Grants in Grants.gov
- ☐ Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm
                   (see OJP Grant Application Resource Guide)

After Application Submission, Receive Grants.gov Email Notifications That:
- ☐ (1) application has been received,
- ☐ (2) application has either been successfully validated or rejected with errors
                   (see OJP Grant Application Resource Guide)

If No Grants.gov Receipt, and Validation or Error Notifications Are Received:
- ☐ contact OVC regarding experiencing technical difficulties   (see page 2)

Overview of Post-Award Legal Requirements:

- ☐ Review the "Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2020 Awards" in the OJP Funding Resource Center.

Scope Requirement:

- ☐ The federal amount requested is within the allowable limit of $2 million.

Eligibility Requirement: For eligibility information, see the title page.

What an Application Should Include:

The following items are critical application elements required to pass Basic Minimum Requirements. An application that OJP determines does not include the application elements designated to be critical, will neither proceed to peer review, nor receive further consideration.

- ☐ Program Narrative   (see page 7)
- ☐ Detail Budget Worksheet and Budget Narrative   (see OJP Grant Application Resource Guide)

☐ Application for Federal Assistance (SF-424)   (see OJP Grant Application Resource Guide)

☐ Project Abstract   (see page 7)

☐ Program Narrative   (see page 7)
  - ☐ *Statement of the Problem*   (see page 8)
  - ☐ *Project Design and Implementation*   (see page 8)
  - ☐ *Capabilities and Competencies*   (see page 8)
  - ☐ *Plan for Collecting the Data Required for this Solicitation's Performance Measures*
                                                                                                    (see page 8)

☐ Budget Detail Worksheet (including Narrative) (see OJP Grant Application Resource Guide)

☐ Indirect Cost Rate Agreement (if applicable)   (see OJP Grant Application Resource Guide)

☐ Financial Management and System of Internal Controls Questionnaire
                                                                (see OJP Grant Application Resource Guide)

☐ Disclosure of Lobbying Activities (SF-LLL)   (see OJP Grant Application Resource Guide)

☐ Applicant Disclosure of Pending Applications   (see OJP Grant Application Resource Guide)

☐ Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)
                                                                (see OJP Grant Application Resource Guide)

☐ Disclosure of Process Related to Executive Compensation
                                                                (see OJP Grant Application Resource Guide)

Additional Attachments

☐ Request and Justification for Employee Compensation; Waiver (if applicable)
                                                                (see OJP Grant Application Resource Guide)

☐ Position Descriptions and Resumes   (see page 10)