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

Expanding SANE Services to Victims of Sexual Assault on Campus
FY 2020 Competitive Grant Solicitation

CFDA #16.582

Grants.gov Solicitation Number: OVC-2020-18113

Solicitation Release Date: March 5, 2020

Application Deadline: 11:59 p.m. eastern time on May 7, 2020

The U.S. Department of Justice (DOJ), Office of Justice Programs (OJP), Office for Victims of Crime (OVC) is seeking applications to establish or expand Sexual Assault Nurse Examiner (SANE) programs that will offer medical forensic care, advocacy, and other victim services to sexual assault survivors on college campuses. This program furthers the Department's mission by increasing the quality and quantity of services available to victims of sexual assault.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. 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. Institutions of higher education, including tribal institutions of higher education
2. Healthcare organizations serving institutions of higher education (e.g., campus hospitals, clinics, and health departments)

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

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.

Pre-Application Webinar
OVC will conduct one pre-application webinar on Tuesday, March 24, 2020, from 1:00 p.m. to 2:00 p.m., eastern time. Participation in the webinar is optional. OVC staff will review the solicitation requirements and conduct a question and answer session with interested potential applicants. You may register for the webinar at https://www.ovc.gov/grants/webinars.html.

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 7, 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

Expanding SANE Services to Victims of Sexual Assault on Campus
CFDA # 16.582

A. Program Description

Overview

OVC is seeking applications to establish or expand Sexual Assault Nurse Examiner (SANE) programs that will offer medical forensic care, advocacy, and other victim services to sexual assault survivors on college campuses. This program furthers the Department's mission by increasing the quality and quantity of services available to victims of sexual assault.

Statutory Authority: This program is authorized by 34 U.S.C. § 20103(c)(1)(A).

Program-Specific Information

This program is intended to establish or expand SANE programs that will offer medical forensic care, advocacy, and other victim services to sexual assault survivors on college campuses.

Goals, Objectives, and Deliverables

The primary goals of this program are to—
- establish or expand SANE programs that will improve the delivery of sexual assault medical forensic care, advocacy, and other victim services to sexual assault survivors on campuses using coordinated community response strategies; and
- build the campuses' capacity to train and retain SANEs.

The objective is to develop, expand, or strengthen SANE services on the campuses of the institutions involved for victims of sexual assault to improve delivery of post-assault medical and advocacy services on campus. To the extent possible, campuses should collaborate with victim service providers in the community in which the institution is located. If appropriate victim services programs are not available in the community or are not accessible to students, the institution should, to the extent possible, provide a victim services program on campus or create a victim services program in collaboration with a community-based organization.

Allowable activities may include—
- establish or expand campus SANE/Sexual Assault Response Teams (SARTs) to align advocacy, medical, legal, and educational services for survivors and ensure trauma-informed practices across service sectors. This may include hiring a SANE/SART Coordinator to identify SANEs and other campus personnel offering victim services. Using the SANE/SART model will allow institutions to implement national best practices in sexual assault response.
- develop, strengthen, and implement SANE/SART policies, protocols, and services that effectively improve the response to sexual assault on campus.
- develop collaborative relationships between community-based organizations and campus-based victim service providers that improve the quality of assistance provided to survivors.

- build campuses' capacity to train, mentor, and retain SANEs and advocates. Operational costs (including salaries and fringe benefits for program staff), training and mentoring for aspiring and current SANEs and advocates, and equipment costs can be supported under this program.
- increase campus awareness and outreach efforts about the SANE program and provision of SANE services for survivors.
- provide trauma-informed care to survivors to prevent and minimize re-traumatization.

The main deliverable is the delivery of sexual assault medical forensic care, advocacy, and other victim services to sexual assault survivors on campus. Other potential deliverables are below:

- Improved quality of sexual assault medical forensic exams and sexual assault victim services provided to survivors.
- Survivor empowerment while holding more perpetrators accountable.
- Increased perpetrator accountability while empowering survivors.

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.

Limited Use of Funds
The following activities cannot be supported under this program:

- Tuition reimbursement in lieu of salary for project staff.
- Activities not designed specifically to enhance sexual assault medical forensic care, victim advocacy services, and SART coordination on campuses.

OJP Priority Areas
In FY 2020, and in addition to executing any statutory prioritization that may be applicable, OJP will give priority consideration to applications as follows:
- Applications that address specific challenges that rural communities face.

- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties.

- Applications that offer enhancements to public safety in economically distressed communities (Qualified Opportunity Zones).

To receive priority consideration under the rural priority, applicants must describe what makes the geographic service area rural (using U.S. Census or other appropriate government data; for assistance, applicants may wish to refer to https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html); how isolated the area is from needed services; and how they will address specific challenges in rural communities.

To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent-poverty counties. For purposes of this priority consideration, the term "high-poverty area" means any census tract with a poverty rate of at least 20 percent as measured by the 2013–2017 5-year data series available from the American Community Survey of the Census Bureau (applicants may search by census tract at https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles/2017/) and the

term "persistent-poverty counties" means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates (applicants may search by county at https://www.census.gov/data/tables/time-series/dec/census-poverty.html and at https://www.census.gov/programs-surveys/saipe.html).

To receive priority consideration under the Qualified Opportunity Zone priority, applicants must include information that specifies how the project will enhance public safety in the specified QOZ. For resources on QOZs, and for a current list of designated QOZs, see the U.S. Department of the Treasury's resource webpage, accessible at https://www.cdfifund.gov/pages/opportunity-zones.aspx.

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 and estimated maximum dollar amount for each award:

Maximum number of awards OVC expects to make: 16
Estimated maximum dollar amount for each award $500,000

Period of Performance start date   October 1, 2020
Period of Performance duration   36 months
Period of Performance ends (no extensions are possible)   September 30, 2023

OVC may, in certain cases, provide additional funding in future years to awards made under this solicitation, through 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.

OVC may elect to fund applications submitted under this FY 2020 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and on the availability of appropriations.

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 grants. 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[1] as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the 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.

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, including the Budget Narrative.

See the "Application Elements and Formatting Instructions" section of the OJP Grant Application Resource Guide for information on 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.")

---

[1] 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.

2. **Project Abstract**
   Include a project abstract that summarizes the proposed project in 400 words or less. 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 not exceed 20 double-spaced pages in 12-point Times New Roman font with 1-inch margins and must include 4 separate sections—Description of the Issue, Project Design and Implementation Plan (including goals and objectives), Organizational Capability and Competency, and Plans for Measuring Progress and Outcomes. Each section is described below.

   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 following sections should be included as part of the Program Narrative:

   a. Description of the Issue
      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.
      • state whether the proposed project will establish new programming on campus, expand existing programming, or both. The applicant should also make a convincing case that the project addresses a gap in existing resources and does not duplicate an existing program.
      • describe the need for, and challenges to, providing sexual assault medical-forensic exams and advocacy to victims of sexual assault on campus.

   b. Project Design and Implementation
      The Project Design and Implementation Plan must—
      • state the key goals and objectives of the project and the strategies that will be employed to accomplish the goals. The objectives should be measurable and relate directly to the issues described in the Description of the Issue. The goals should state the overall purpose of what is to be accomplished. The objectives should describe the steps necessary to reach the goals or how the goals will be accomplished.
      • describe the approach to addressing the challenges and needs identified in the Description of the Issue section and reaching sexual assault survivors. The Project Design and Implementation Plan must describe the project strategy and discuss how the strategy will address the identified problem(s) and support the goals and objectives.
      • describe the safety needs of victims of sexual assault and how comprehensive, confidential victim services and advocacy will be provided.
      • describe any potential challenges to the project's success, and describe how the applicant will mitigate those challenges.

- include a description of project phases, tasks, activities, and staff responsibilities in the strategy or design, with clear descriptions of interim deliverables and any final products.
- provide a timeline for project objectives, activities, and deliverables as a separate attachment (see Additional Attachments, page 10).

The Project Design and Implementation Plan should also include information on coordination of the project with other organizations, including victim services, stakeholders in the criminal justice system, and any joint or cooperative efforts.

For any curriculum/training materials developed under this initiative, applicants must be prepared to incorporate substantive and editorial changes into deliverables per discussion with the assigned OVC grant manager. If the applicant selected proposes to work with a video production company, OVC approval must be obtained in writing before a subaward or procurement contract (as applicable) is awarded.

c. Capabilities and Competencies
Applications must—
- include a clear description of the applicant's management structure and the current and proposed professional staff members' unique qualifications that will enable them to fulfill their grant responsibilities.
- describe how the program will be managed and include an organizational chart or information describing the roles and responsibilities of key organizational and functional components and personnel. Applicants must also include a list of personnel responsible for managing and implementing the major stages of the project. The project director 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.
- identify the key individuals and organizations, including project partners, involved in the proposed project.
- provide resumes or job descriptions for key staff positions as a separate attachment (see Additional Attachments, page 11).
- demonstrate that the key individuals and organizations have the capacity to address the issues described and can successfully implement the proposed activities.
- if the project involves creating or supporting a SART, describe how the SART will help facilitate the project's success.

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.

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.

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
>VII. Victim Services

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.

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

4. **Budget Information and Associated Documentation** in the "Budget Preparation and Submission Information" section.
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[2] (if applicable)**

10. **Additional Attachments**

   a. **Time-Task Plan**
   A time-task plan presented in chart form that clearly identifies objectives, major activities, and any products to be developed for the duration of the project period. This plan must include the designation of organizational responsibility and a schedule for completion of activities and submission of finished products. In preparing the time-task plan, applicants should make certain that all project activities will occur within the proposed project period and must provide for the submission of quarterly financial and semiannual progress reports.

   b. **Job Descriptions and Resumes for Proposed Key Staff Positions**
   See page 9 for details about the job descriptions and resumes of proposed key staff.

---

[2] 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.

c. **Documentation of Rural Challenges (if applicable)**
      As is mentioned above, OJP will give priority consideration in award decisions to applications that address specific challenges that rural communities face. Each applicant proposing to receive priority consideration under the rural priority should provide a sufficient narrative to include what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from needed services, and how the applicant will address specific challenges in rural communities.

   d. **Documentation of High-Poverty Areas or Persistent-Poverty Counties (if applicable)**
      As mentioned above, OJP will give priority consideration in award decisions to applications that demonstrate that the individuals who will benefit from the requested grant reside in high-poverty areas or persistent-poverty counties as defined above. Each applicant proposing to receive consideration under the High-Poverty Areas or Persistent-Poverty Counties priority should provide a sufficient narrative explanation to identify each specific High-Poverty Area (by census tract number(s)) and/or each specific Persistent-Poverty County where individuals are intended to benefit from the requested grant and how the requested grant will be used to address specific challenges in each such identified area and/or county.

   e. **Documentation of Enhanced Public Safety in Qualified Opportunity Zones (if applicable)**
      As is mentioned above, OJP will give priority consideration in award decisions to designated Qualified Opportunity Zones (QOZs). Each applicant proposing to receive priority consideration under the Qualified Opportunity Zones priority should provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ. The narrative and the list of affected QOZs (by census tract number) must be included as an attachment that is clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in comprehending the manner in which the proposed project is anticipated to benefit a QOZ.

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-2020-18113.

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. Description of the Issue (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 should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.[3]

Review Process

OVC reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation.

The following five paragraphs in this solicitation expressly modify the "Application Review Information" provisions in the OJP Grant Application Resource Guide. An applicant is to follow the guidance in these five paragraphs instead of the guidance stated under the "Application Review Information" heading in the Guide.

Peer reviewers will review the applications submitted under this solicitation that meet basic minimum requirements. For purposes of assessing whether an application meets basic minimum requirements and should proceed to further consideration, OJP screens applications for compliance with those requirements. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.

- The application must request funding within programmatic funding constraints (if applicable).

- The application must be responsive to the scope of the solicitation.

- The application must include all items necessary to meet the basic minimum requirements.

For a list of the application elements that MUST be included in the application submission in order for an application to meet the basic minimum requirements, see "What an Application Should Include" under Section D. Application and Submission Information.

---

[3] 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.

Peer review panels will evaluate, score, and rate applications that meet basic minimum requirements. OVC may use internal peer reviewers, external peer reviewers, or a combination, to assess applications on technical merit using the solicitation's review criteria. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. An external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. Peer reviewers' ratings and any resulting recommendations are advisory only, but are considered carefully.

Other important considerations for OVC include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to addressing specific challenges that rural communities face, high-poverty areas or persistent-poverty counties, and demonstrable potential enhancement to public safety in one or more federally designated Qualified Opportunity Zones), available funding, and the extent to which the Budget Detail Worksheet and Budget Narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

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](#)
OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

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.

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 1.

For contact information for Grants.gov, see page 1.

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
Expanding SANE Services to Victims of Sexual Assault on Campus

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 1)

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 limits of $500,000.

Eligibility Requirement: See the title page.

What an Application Should Include:

> The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet the basic minimum requirements, will neither proceed to peer review, nor receive further consideration.
>
> ☐ Program Narrative   (see page 8)
> ☐ Budget Detail Worksheet, including Narrative   (see OJP Grant Application Resource Guide)

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

☐ Project Abstract   (see page 8)

☐ Program Narrative   (see page 8)
    ☐ *Description of the Issue*   (see page 8)
    ☐ *Project Design and Implementation*   (see page 8)
    ☐ *Capabilities and Competencies*   (see page 9)
    ☐ *Plan for Collecting the Data Required for this Solicitation's Performance Measures*
                                               (see page 9)

☐ 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)

Additional Attachments

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

☐ Time-Task Plan   (see page 10)

☐ Job Descriptions and Resumes for Proposed Key Staff Positions   (see page 9)

☐ Documentation of Rural Challenges (if applicable)   (see page 11)

☐ Documentation of High-Poverty Areas or Persistent Poverty Counties (if applicable)

☐ Documentation of Enhanced Public Safety in Federally Designated Qualified Opportunity Zones (if applicable)