

U.S. Department of Justice
Office on Violence Against Women



OVW Fiscal Year 2023 Training and Technical Assistance Initiative Solicitation
Assistance Listing Number # 16.526

Grants.gov Opportunity Number: O-OVW-2023-171530

Solicitation Release Date: June 01, 2023 10:00 AM ET

Application Grants.gov Deadline: July 11, 2023 11:59 PM ET

Application JustGrants Deadline: July 13, 2023 9:00 PM ET

Overview

Eligible Applicants:

City or township governments, County governments, Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education, Private institutions of higher education, Public and State controlled institutions of higher education, Other

Other

Eligible applicants for the Training and Technical Assistance Initiative are national, tribal, statewide, or other nonprofit organizations. Eligible applicants must have the capacity to provide training and technical assistance (TTA) on a national level and in the United States or U.S. territories. In rare circumstances, OVW may support institutions of higher education; state, local, or tribal governments or governmental agencies (e.g., police departments, prosecutor's offices, or probation departments); or local non-profit organizations. However, in such circumstances, those entities must describe in detail their demonstrated history of providing TTA and include justification in the application that they have delivered TTA to a national audience. For more information, see the Eligibility Information section of this solicitation.

Letter of Intent

Applicants are strongly encouraged to submit a non-binding Letter of Intent to OVW.TechAssistance@usdoj.gov by Thursday, June 22, 2023. Interested applicants

who do not submit a Letter of Intent are still eligible to apply. For more information, see the Application and Submission Information section of this solicitation.

Pre-Application Information Session(s)

OVW will conduct a web-based Pre-Application Information Session. The session is scheduled for Tuesday, June 13, 2023. Participation in a pre-application information session is optional and not a requirement to be eligible to apply. For more information, see the Application and Submission Information section of this solicitation.

Contact Information

For assistance with the requirements of this solicitation, email OVW at OVW.TechAssistance@usdoj.gov. Alternatively, interested parties may call OVW at 202-307-6026.

Submission Information

Registration: OVW encourages first time applicants to apply for funding.

Organizations applying for the first time for federal funding must complete a multi-step registration process with the following systems: System for Award Management (SAM), Grants.gov, and JustGrants (after successful SAM and Grants.gov registrations).

Organizations that have applied for funding previously must ensure their accounts with SAM, Grants.gov, and JustGrants are active and up to date.

Applicants experiencing technical difficulties with SAM should go to https://www.fsd.gov/gsafsd_sp.

Applicants experiencing technical difficulties with Grants.gov should contact support@grants.gov.

Applicants experiencing technical difficulties with JustGrants should contact OVW.JustGrantsSupport@usdoj.gov.

Applicants are strongly encouraged to begin the registration process or ensure that all accounts are active and up to date by Thursday, June 22, 2023.

Submission:

Applications will be submitted to OVW in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF-424) and the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov - <https://www.grants.gov/web/grants/forms/sf-424-family.html>.

Step 2: The applicant must then submit the full application, including attachments, in JustGrants at JustGrants.usdoj.gov. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OVW encourages

applicants to review the [Solicitation Companion Guide](#) and the JustGrants website for more information, resources, and training.

For more information about registration and submission, see the Prior to Application Submission and How to Apply sections of this solicitation.

Notification

OVW anticipates notifying applicants of funding decisions by October 1, 2023.

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Program Description

Overview of OVW

OVW is a component of the United States Department of Justice (DOJ). Created in 1995, OVW administers grant programs authorized by the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership on issues of domestic violence, dating violence, sexual assault, and stalking. OVW grants support coordinated community responses to hold offenders accountable and serve victims.

Statutory Authority

34 U.S.C. 12291(b)(11)

About this OVW program

This program is authorized by 34 U.S.C. 12291(b)(11). The primary purpose of the OVW Training and Technical Assistance Initiative (TA Initiative) (CFDA 16.526) is to provide direct training and technical assistance to existing and potential OVW recipients and subrecipients to enhance their efforts to successfully implement projects supported by OVW grant funds. OVW's TA Initiative is designed to strengthen and build the capacity of civil and criminal justice system professionals and victim service providers across the nation to respond effectively to domestic violence, dating violence, sexual assault, and stalking and foster partnerships among organizations that have not traditionally worked together to address these crimes. For additional information about this program and related performance measures, including how awards contribute to the achievement of program goals and objectives, see:

- OVW grant program information: [OVW Grants and Programs Webpage](#).
- Program performance measures under the Measuring Effectiveness Initiative: [VAWA Measuring Effectiveness Initiative webpage](#).
- Program-specific sections in OVW's [most recent report to Congress](#) on the effectiveness of VAWA grant programs.

Program Scope

Activities supported by this program are determined by statute, federal regulations, and OVW policies. If an applicant receives an award, the funded project is bound by this solicitation, the [DOJ Financial Guide](#), including updates to the financial guide after an award is made, the [Solicitation Companion Guide](#), and the conditions of the award. All applicants must propose activities to serve the current and potential recipients or subrecipients of one or more OVW grant programs. OVW cannot support projects focusing on entities or individuals that are not eligible to receive funding, services, training, or other resources through any of OVW's grant programs.

Applicant Capacity and Expertise

OVW is interested in supporting an organization to assist states and territories with identifying, conducting outreach to, and building meaningful connections with culturally specific populations and organizations in their respective state or territory. OVW is seeking proposals from applicants that possess the following:

1. Demonstrated understanding of the role of SAAs.
2. Expertise in diverse culturally specific populations.
3. Demonstrated knowledge of the strengths and needs of culturally specific organizations.
4. The ability to work with diverse people, perspectives, interests, and geographic locations seamlessly and efficiently.
5. Ability to serve as a liaison between culturally specific organizations and SAAs.
6. Experience providing technical assistance and training on a large scale.
7. A strong capacity to provide one-on-one, intensive support to assist individuals and/or organizations to perform their job responsibilities.

Technical Assistance & Training Areas

OVW has identified these 4 areas to be critical and core needs of SAAs in addressing the culturally specific set-aside. OVW is seeking proposals that will provide technical assistance and training on all, or some, of the 4 areas listed below.

59. Culturally Specific Technical Assistance for the STOP Formula Grant Program

1. **Identifying Culturally Specific Populations.** It is imperative for SAAs to accurately identify the culturally specific populations within their state or territory. Additionally, SAAs must be aware of the organizations, clubs, and other community groups that support culturally specific populations in their state or territory. SAAs will greatly benefit from assistance with identifying culturally specific populations in order to meet the culturally specific set-aside, expand the applicant pool for STOP funds, and support victim services that are responsive to the needs of all survivors within their state or territory.
2. **SAA Outreach to Culturally Specific Populations.** SAAs must understand and use appropriate outreach strategies in order to introduce themselves, and the STOP Formula Program, to culturally specific populations within the state or territory. SAAs require technical assistance on developing various outreach methods that are culturally appropriate to the population they want to engage.
3. **Building Meaningful Connections with Culturally Specific Populations.** In order to meaningfully engage culturally specific populations and include them in all aspects of the STOP Formula Program, SAAs must develop true connections with culturally specific communities and organizations. This takes time, effort, and knowledge of the culturally specific populations SAAs choose to

\$600,000/
24 months

engage. SAAs will greatly benefit from technical assistance on making connections with culturally specific populations and then sustaining these relationships once a connection has been made.

4. Support for Culturally Specific Organizations. SAAs frequently state that culturally specific organizations lack the capacity to receive STOP funding. Technical assistance is needed to provide a tailored plan to SAAs for assisting culturally specific organizations to apply for federal funding. Additionally, SAAs will benefit from technical assistance on identifying areas of support in managing federal funds for first-time subrecipients.

Proposal Narrative for Purpose area #59 (Total 65 points)

Demonstrated Understanding of the SAA Role and Culturally Specific Populations (15 points)

This section must:

1. Demonstrate the applicant's understanding of the SAA's role in managing STOP funding, their relationship with culturally specific populations, and their responsibility to support victims in their state or territory.
2. Describe tangible steps SAAs can take to improve how STOP funding supports culturally specific organizations.
3. Describe approaches to building relationships with SAAs in order to provide effective technical assistance.
4. Describe approaches to identifying resource, training, and technical assistance needs of SAAs, particularly when the SAA does not identify the need for itself.

What Will Be Done (25 points)

OVW is interested in applicants proposing intensive, one-on-one support. Applicants may propose training activities, but they should largely be connected to the intensive, one-on-one support, and any resources developed under the project.

This section must:

1. Detail which of the Technical Assistance & Training Area(s) will be addressed and specify corresponding technical assistance, resource development, and training activities for each area.
2. Provide an explanation about why each activity was chosen.
3. For each activity, describe how it connects to the proposed Technical Assistance & Training areas.
4. Detail the expected outcome for each activity.
5. Describe how each activity will assist the SAA with its core responsibilities.

Who Will Implement the Proposal (25 points)

This section must:

1. Demonstrate the applicant's qualifications to implement the proposed activities described in the What Will Be Done section.
2. Identify the individual(s) responsible for implementing each activity and their ability to successfully do so.
3. Demonstrate how they and/or their project partners possess the seven (7) skills in the Applicant Capacity and Expertise section.
4. Detail experience providing national, large-scale technical assistance.
5. Detail experience working with a wide range of SAAs (e.g., rural states, states in various geographical regions, U.S. territories, etc.)

FY 2023 Non-Competitive Comprehensive Formula Technical Assistance Purpose Areas

Below are two non-competitive comprehensive Formula grant program technical assistance purpose areas that have an active TA Initiative award still within its five-year non-competitive award period. The non-competitive comprehensive applicants for these purpose areas will use the Proposal Narrative criteria stated in the solicitation.

60. Comprehensive for Domestic Violence Coalitions
61. Comprehensive for the SASP Formula Program

OVW Priority Areas

In FY 2023, OVW, through its grant programs, is supporting the priority area(s) identified below. Many of the FY 2023 TA Initiative purpose areas address one or more of the priority areas. Applicants are encouraged to incorporate one or more of these priorities into their proposed project, even if not identified in the purpose area.

1. Advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking.
2. Increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through exploration of survivor-centered criminal justice system reform.
3. Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.
4. Expand economic justice and financial advocacy for survivors of sexual assault, domestic violence, dating violence, and stalking, including as a tool for violence prevention.
5. Improve outreach, services, civil and criminal justice responses, prevention, and support for survivors of sexual assault, domestic violence, dating violence, and

stalking from underserved communities, particularly LGBTQ and immigrant communities.

Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability

OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Applications that propose any such activities may receive a deduction in points during the review process or may be eliminated from consideration. Please note that OVW will support survivor-centered alternative pathways to justice and non-criminal approaches to accountability that fall within the statutory scope of this program. Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the [Solicitation Companion Guide](#).

Out-of-Scope Activities

The activities listed below are out of the program scope and will not be supported by this program's funding. See also the list of unallowable costs in the Funding Restrictions section of this solicitation.

1. A project that does not sufficiently address one of the enumerated purpose areas.
2. Research projects. Funds under this program may not be used to conduct research, defined in 28 C.F.R. § 46.102 as a systematic investigation designed to develop or contribute to generalizable knowledge. Surveys and focus groups, depending on their design and purpose, may constitute research and therefore be out-of-scope. Prohibited research does not include assessments conducted for internal improvement purposes only (see Limited Use of Funds below). For information on distinguishing between research and assessments, see the [Solicitation Companion Guide](#).
3. Direct victim services and justice system interventions. OVW's TA Initiative funds are intended to support educational and training opportunities and technical assistance for current and potential OVW grantees and subgrantees. They cannot support law enforcement activities, legal representation, direct services, or other interventions.
4. Applications focused on a single state, region, or local geographic community, unless specified in the purpose areas.

Applications that propose activities deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration.

Limited Use of Funds

Grantees may use up to two percent of grant award funds to assess their work for

internal improvement purposes only, such as by convening a listening session to identify service gaps in the community or surveying training participants about the quality of training content and delivery. Applicants considering such assessments must refer to the OVW research decision tree in the [Solicitation Companion Guide](#) to ensure that the activity does not qualify as human subjects research. The Solicitation Companion Guide also provides additional information on federal requirements related to research, assessments, and surveys.

Activities Requiring Prior Approval

Recipients must receive prior approval before using grant funds to support surveys, whether conducted as part of a program or needs assessment, or for any other purpose. Prior approval is necessary to determine whether the activity is within the scope of the award and meets the requirements of the Paperwork Reduction Act (see the [Solicitation Companion Guide](#) for more information).

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

62

Anticipated Maximum Dollar Amount of Awards

\$3,000,000

Period of Performance Start Date

10/1/23

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$40,000,000

Additional Information

Award amounts and period of performance will vary by purpose area.

Availability of Funds

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. There is no guarantee that funds will be available in the future. OVW may elect to make awards in a future fiscal year for applications submitted under this solicitation but not selected for FY 2023 funding, depending on the merits of the applications and the availability of funding.

Type of Award

Awards will be made as cooperative agreements. Cooperative agreements are a form of award under which OVW expects to have ongoing substantial involvement in award activities. For this initiative, the substantial involvement includes participating in project meetings, developing and approving final agendas, reviewing and approving faculty, products, and curricula, and identifying participants for TTA activities. Award recipients must be willing to work closely with OVW on the implementation of their project and be willing to modify project activities at OVW's request in order to address the needs of grantees and/or emerging issues.

Award Period(s) and Amount(s)

The award period and amount indicated with each competitive Targeted and Comprehensive purpose area are OVW's best estimate for purposes of the FY 2023 TA Initiative solicitation. Budgets must reflect the number of months of project activity as stated for each purpose area, and the total "estimated funding" on the SF-424 must reflect the same number of months. OVW anticipates that the award period will start on October 1, 2023. In FY 2023, OVW has identified the funding available for each purpose area. Applicants should adjust their funding requests accordingly.

This program typically makes awards in the range of \$100,000 - \$3,000,000. OVW estimates that it will make up to 62 awards for an estimated \$40,000,000.

OVW has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to making an award.

Types of Applications

In FY 2023, OVW will accept applications for this program from the following:

New: Applicants that have never received funding under the TA Initiative, current and former recipients of a TA Initiative award that propose to address a purpose area included in the FY 2023 TA Initiative solicitation for which they have not previously received funding, or former award recipients for the purpose area whose previous funding for that purpose area expired on or before May 31, 2022.

Continuation: Applicants that have an existing or recently expired (after May 31, 2022) award under the TA Initiative for a purpose area included in the FY 2023 TA Initiative solicitation for which they will be submitting a Targeted or Competitive Comprehensive application and applicants submitting an application for a Non-Competitive Comprehensive purpose area. Continuation funding is not guaranteed.

Note: Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of May 31, 2023, without adequate justification may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2023.

Mandatory Program Requirements

Applicants that receive funding under this program will be required to engage in the following activities:

1. OVW-sponsored training and technical assistance (TTA).
2. Collection and reporting of performance indicators. Forms, instructions, training, and related tools for each OVW program are available on the [VAWA Measuring Effectiveness Initiative](#) webpage.
3. OVW may conduct a program assessment or evaluation necessitating grantee involvement. Therefore, recipients may be expected to dedicate some OVW-funded time and resources to participating in an assessment or evaluation.
4. A planning period with the recipient's OVW program specialist and project partners.

Eligibility Information

Eligible Applicants

Eligible entities for the TA Initiative are national, tribal, statewide, or other nonprofit organizations. Eligible applicants must have the capacity to provide training and technical assistance on a national level. In rare circumstances, OVW may support institutions of higher education; state, local, or tribal governments or governmental agencies (e.g., police departments, prosecutor's offices, or probation departments); or local non-profit organizations. However, in such circumstances, those entities must describe in detail their demonstrated history of providing TTA and include justification in the application that they have delivered TTA to a national audience.

Faith-Based and Community Organizations

Faith Based and community organizations, including culturally specific organizations, tribal organizations, and population specific organizations, that meet the eligibility requirements are eligible to receive awards under this solicitation (see "Faith-Based Organizations" on the OVW website for more information).

Ineligible Entities and Disqualifying Factors

Applications submitted by ineligible entities or that do not meet all program eligibility requirements will not be considered for funding. In addition, an application deemed deficient in one or more of the following categories may not be considered for funding: 1. activities that compromise victim safety, 2. out-of-scope activities, 3. unallowable costs, 4. pre-award risk assessment, 5. completeness of application contents, and 6. timeliness. Failure to comply fully with all applicable unique entity identifier and SAM requirements (see Application and Submission section for more information on these requirements) will result in removal from consideration. An applicant with past performance issues, long-

standing open audits, or an open criminal investigation also may not be considered for funding.

Note: Any nonprofit organization that holds money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code is not eligible for a grant from this program. See 34 U.S.C. § 12291(b)(15)(B)(ii).

Cost Sharing or Matching

This program has no matching or cost-sharing requirement.

Other Program Eligibility Requirements

In addition to meeting the eligible entity requirements outlined above, applicants for this program must also meet the requirements below. All certification and other eligibility related documents must be current and developed in accordance with the FY 2023 solicitation.

Limit on Number of Applications

OVW will consider only one application per organization in response to each purpose area in this solicitation. In addition, if an applicant submits multiple versions of the same application, OVW will review only the most recent system-validated version submitted before the deadline. Applicants interested in applying to multiple purpose areas should clearly distinguish the purpose area for each application and use clearly differentiated project titles for each application. It is the responsibility of each applicant to match submitted applications to the intended purpose areas.

Application and Submission Information

Content of Application Submission

Address to Request Application Package

The complete application package (this solicitation, including links to required forms) is available on Grants.gov and on the [OVW website](#). Applicants wishing to request a paper copy of these materials should contact 202-307-6026 and OVW.TechAssistance@usdoj.gov.

Pre-Application Information Session(s)

OVW will conduct one web-based pre-application information session. During this session OVW staff will review this program's requirements, review the solicitation, and allow for a brief question and answer period. The session is tentatively scheduled for:

Tuesday, June 13, 2023, at 2pm ET

Participation in this Pre-Application Information Session is optional and not a requirement to be eligible to apply.

To register, contact the OVW TA Initiative at OVW.TechAssistance@usdoj.gov or at 202-307-6026. Registration must be received at least 1 day prior to the start of the session. Participants are not registered until they receive a confirmation email. Webinars will be captioned in English and Spanish, as well as include ASL interpretation. Interested applicants needing additional language assistance should contact this program at OVW.TechAssistance@usdoj.gov or at 202-307-6026 as soon as possible, but no later than one week prior to the webinar.

Content and Form of Application Submission

The information below (“**Letter of Intent**” through “**How to Apply**”) describes the full content and form of application submission.

Letter of Intent

Applicants intending to apply for FY 2023 funding under this program are strongly encouraged to submit a Letter of Intent. The letter should state that the applicant is registered and current with SAM and with Grants.gov. The letter should be submitted to OVW at OVW.TechAssistance@usdoj.gov by June 22, 2023. This letter will not obligate the applicant to submit an application. See the [OVW website](#) for a sample Letter of Intent.

Formatting and Technical Requirements

Applications must follow the requirements below for all documents attached to the application, unless otherwise noted. Points may be deducted for applications that do not adhere to the following requirements:

1. Double-spaced (charts may be single-spaced)
2. 8½ x 11 inch pages
3. One-inch margins
4. Type no smaller than 12 point, Times New Roman (TNR) or Arial font, except for footnotes, which may be in 10-point font
5. Page numbers
6. No more than 20 pages for Targeted Proposal Narratives and no more than 25 pages for Competitive Comprehensive Proposal Narratives. Non-Competitive Comprehensive applicants should discuss with OVW the details of the Proposal Narrative and page limit.
7. Documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation

Application Contents

Applications must include the required documents and demonstrate that the program eligibility requirements have been met. For a complete checklist of the application contents, see the Application Checklist in the Other Information section of this solicitation.

OVW will not contact applicants for missing items on the list below. **Applicants that do not include all the following documents will be considered substantially incomplete and will not be considered for funding:**

1. Proposal Narrative
2. Budget Detail Worksheet and Narrative
3. Signed Memorandum of Understanding (MOU)
4. Letter of Support

Information to Complete the Application for Federal Assistance (SF-424)

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 in Grants.gov. The SF-424 is generated when the applicant begins the submission process in Grants.gov. For Type of Applicant (box 9), do not select "Other". The amount of federal funding requested in the "Estimated Funding" section of this form (box 18a) must match the amount of federal funding requested in the budget of the application. This program does not require a match; therefore, the value for the Applicant line (box 18b) should be zero. The individual who is listed as "**Authorized Representative**" (box 21) must be an individual who has the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

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

Disclosure of Lobbying Activities (SF-LLL)

All applicants must complete and submit the Disclosure of Lobbying Activities (SF-LLL) form in Grants.gov. Applicants that expend any funds for lobbying activities must provide the information requested on the SF-LLL. **Applicants that do not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields.**

Standard Applicant Information (JustGrants 424 and General Agency Information)

This section in the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants are required to review the Standard Applicant Information and make edits as needed, confirm the Authorized Representative, verify the legal name and address, and enter the ZIP code(s) for the areas affected by the project.

Proposal Abstract

The Proposal Abstract must provide a short summary (no more than two pages double-spaced) of the proposed project, including names of applicant and partners, project title, purpose of the project (including goal and intended outcome), primary activities for which funds are requested, who will benefit (including geographic area to be served), products and deliverables, and how the applicant will measure progress in completing project goals and objectives. Applicants must not summarize past accomplishments in this section. The Proposal Abstract, which is to be entered into a text box in JustGrants, will not be scored but is used throughout the review process. Applicants are encouraged to use the following template for the abstract.

[Organization Name] is submitting this proposal for purpose area **[#]** **[purpose area title]**. **[Organization Name]** proposes the **[project title]** and will collaborate with **[project partners]** to **[one - two sentence summary of the project]**. The proposed project will benefit **[grant program(s) and/or profession(s)]** by **[state goal(s) of the project]**. During the course of the proposed project period, **[organization name]** and its project partners will **[summary of the deliverables/activities]**. The timing for performance of this proposal is **[number]** months for **[requested amount]**.

Proposal Narrative

The Proposal Narrative may not exceed 20 pages in length, double-spaced for Targeted Purpose Area applications and 25 pages in length, double-spaced for Competitive Comprehensive Purpose Area applications, and reviewers will not read beyond this page limit. Non-Competitive Comprehensive applicants should discuss with OVW the details of the Proposal Narrative and page limit. The Proposal Narrative must include the 3 sections below. The total point value for the proposal narrative section is **(65 points)**. Applicants must upload the Proposal Narrative as an attachment in JustGrants.

Purpose of the Proposal (20 points)

This section must:

1. Describe the need for the project, including the challenges and knowledge gaps in victim service provision and/or the justice system response that will be addressed by the technical assistance project.
2. Describe the target audience(s) for the project, including the grant program(s), profession(s), and the communities to be served through the proposed project, including, but not limited to, traditionally underserved populations, such as communities of color, individuals with disabilities, individuals who are Deaf or hard of hearing, persons with limited English proficiency, older adults, and LGBTQ communities.

3. Explain the relationship between the target audience(s) and the stated area of need.
4. Demonstrate an understanding of emerging issues related to the purpose area and proposed project.
5. Describe current or previous technical assistance efforts for the purpose area, including lessons learned and promising practices.
6. Describe the expected impact that the proposed project will have on each of the identified challenge(s), knowledge gap(s), and target audience(s).

What Will Be Done (30 points)

The application must provide a clear link between the proposed activities and the need identified in the "Purpose of the Proposal" section above. The application must not include any of the activities listed as unallowable costs in the Funding Restrictions section of this solicitation.

This section must:

1. Describe the approach to addressing the challenge or need identified in the Purpose of the Proposal section above.
2. Explain the project goals and objectives.
3. Provide a detailed description of the activities that will be undertaken to accomplish the project goals and objectives and how these activities clearly address the purpose area.
4. Provide a clear link between all activities and the challenges and knowledge gaps identified in the Purpose of the Proposal section.
5. Identify the technical assistance delivery methods proposed for the project and explain why the chosen technical assistance delivery methods are appropriate for the target audience or profession and for the goals and objectives.
6. Provide a timeline for the completion of each activity and product to be developed. Include in the timeline the estimated number of each deliverable (e.g., number of trainings, webinars, and on-site technical assistance opportunities). An applicant applying for a Competitive Comprehensive technical assistance purpose area must provide a detailed timeline for the initial project period included in the Competitive Comprehensive technical assistance purpose area chart, as well as a general timeline for the remainder of the five years of the proposed project. All applicants for the FY 2023 TA Initiative must include in their timeline a planning period with OVW and project partners. The timeline must be included within the Proposal Narrative.
7. If the application includes developing a product, describe the dissemination method/plan for each proposed product.
8. Provide a justification of the estimated number of individuals, agencies, and/or jurisdictions that would receive TTA under this project during the project period.
9. Describe how the proposed project will address the unique needs of the traditionally underserved populations identified in the Purpose of the Proposal

section above.

10. Describe how the proposed project will be fully accessible to individuals with disabilities, individuals who are Deaf or hard of hearing, and persons with limited English proficiency.
11. Describe how survivors and individuals with applicable lived experiences related to the project (such as involvement in the justice system, homelessness, or substance use) have been consulted to inform or otherwise contributed to the development of the proposed project and/or will be consulted as the project is implemented.

Who Will Implement the Proposal (15 points)

This section must:

1. Describe the mission of the lead applicant's organization.
2. Identify the key individuals and organizations, including project partners, involved in the proposed project.
3. Demonstrate that the individuals and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities.
4. Provide the qualifications and experience of the individuals and consultants to provide national TTA on the selected purpose area and to the identified audience.
5. Provide the percentage of time each key individual will devote to the project and the specific activities in which each individual will participate.
6. Provide examples of the experience that the applicant and/or its project partners have had using each proposed technical assistance delivery method in the last five years.
7. If the applicant proposes to provide on-site technical assistance with OVW grantees, describe the capacity and experience to do so.
8. If an applicant proposes to hold any in-person meetings that necessitate logistical planning, indicate if an outside planner will be hired. If no outside planner will be hired, the application must justify that the applicant or a project partner is the most cost-effective means of obtaining conference logistical services.

Budget and Associated Documentation

Applicants must submit a detailed budget and budget narrative and must upload the applicable associated documentation as described below under each heading. OVW strongly encourages the use of a spreadsheet (e.g., excel, numbers, etc.) for the budget attachments. The budget worksheet and budget narrative are worth a total of **15** points and will be reviewed separately from the proposal narrative. The associated documentation will not be scored, but failure to include it may result in removal from consideration or a delay in access to funding.

Budget Worksheet and Budget Narrative (attachment)

Attach in JustGrants a detailed budget and budget narrative for all applicable cost categories. The budget narrative must describe each line item requested in the budget and explain all costs included in the budget, including how the costs of goods and services are determined and how they will fulfill the objectives of the project. See the sample budget and the Creating a Budget webinar available on the [OVW website](#). Keep in mind that budgetary requirements vary among programs. Applicants must submit reasonable budgets based on the resources needed to implement their projects in their specific geographic location.

Award Period and Amount

Refer to the Targeted and the Competitive Comprehensive technical assistance purpose areas charts for information on the award period and amount. Non-Competitive Comprehensive applicants should work with their OVW program specialist to determine the budget amount and project period. OVW has the discretion to award cooperative agreements for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award of a cooperative agreement.

Applications exceeding the identified budget cap for a purpose area may receive point deductions during the review process. Applicants should carefully consider the resources needed to successfully implement the proposed project and present a realistic budget that accurately reflects project costs. OVW has limited funds available to support technical assistance, and, therefore, all applicants should carefully consider all costs when developing their proposed budgets.

The budget must:

1. Display a clear link between the specific project activities and the proposed budget items. The budget should not contain items that are not supported by the proposal narrative.
2. Reflect all costs related to implementing the proposed project and include basis for computation for all costs.
3. Provide an explanation of proposed expenses that is detailed, complete, reasonable, and within established limits.
4. Exclude any unrelated or out-of-scope costs for the proposed project.
5. Include funds to attend OVW-sponsored TTA in the amount of \$7,500 for projects proposed for 24 to 36 months and \$2,500 for projects proposed for 12 months. This amount is for the entire project period and NOT per year. Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences or training for which they would like permission to use grant funds to support staff/project partner attendance.

6. Include scholarship funds to support participant travel for any in-person trainings and conferences, if the proposed project includes STOP Violence Against Women Formula Grant Program grantees and sub-grantees in the intended target audience.
7. Include sufficient funds to fully provide language access or describe other resources available to the applicant to ensure meaningful access for persons who are limited in their English proficiency because of their national origin. See Accessibility under the Federal Award Administration Information section of this solicitation for more information.
8. Include sufficient funds to fully provide access for individuals with disabilities or who are Deaf/hard of hearing or describe other resources available to the applicant to ensure meaningful access for such individuals. See Accessibility under the Federal Award Administration Information section of this solicitation for more information.
9. Compensate all project partners for their full level of effort, unless otherwise stated in the MOU. For more information on compensating project partners, see the sample Budget Detail Worksheet on the [OVW website](#).
10. Compensate survivors and individuals with applicable lived experiences related to the project (such as involvement in the justice system, homelessness, or substance use) who participate as consultants, in an advisory capacity, in focus groups, or in other work activities.
11. Distinguish clearly between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.331, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating an MOU partner, and a contract is for the purpose of obtaining goods and services for the grantee's own use. The substance of the relationship is more important than the form of the agreement in determining whether the recipient of the pass-through funds is a subrecipient or a contractor. The awarding and monitoring of contracts must follow the recipient's documented procurement procedures, including full and open competition, pursuant to the procurement standards and monitoring requirements in 2 C.F.R. §§ 200.317-200.327 & 200.329. The issuance and monitoring of subawards must meet the requirements of 2 C.F.R. § 200.332, which includes oversight of subrecipient/partner spending and monitoring performance measures and outcomes attributable to grant funds. For more information, see the sample Budget Detail Worksheet and the Solicitation Companion Guide on the [OVW website](#).

OVW awards are governed by the provisions of 2 C.F.R. Part 200 and the [DOJ Financial Guide](#), which include information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. For additional information on allowable and unallowable costs, see the Funding Restrictions section below and the sample budget on the [OVW website](#).

Funding Restrictions

The following information is provided to allow applicants to develop an application and

budget consistent with program requirements.

Unallowable Costs

The costs associated with the activities listed below are unallowable and must not be included in applicants' budgets.

1. Lobbying.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
5. Construction.

Food and Beverage/Costs for Refreshments and Meals

Food and beverages are generally considered personal expenses for which government funds should not be used. Exceptions may be made for working meals that are necessary to accomplish official business and enhance the cost effectiveness of the conference.

Recipients must receive prior approval before using grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event. Examples of when OVW might grant such approval include, but are not limited to:

1. The location of the event is not in close proximity to food establishments, despite efforts to secure a location near reasonably priced and accessible commercial food establishments.
2. Not serving food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.
3. A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.
4. Other extenuating circumstances necessitate the provision of food.

Justification for an exception listed above must be included in the applicant's budget narrative. For additional information on restrictions on food and beverage expenditures, see [OVW conference cost planning](#).

Budget clearance does not constitute prior approval of food and beverage costs. Recipients must seek approval of these costs through the OVW conference approval process.

Conference Planning and Expenditure Limitations

Applicants' budgets must be consistent with all requirements (including specific cost limits and prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, training, and other similar events), and costs of attendance at such events. Information on conference planning, minimization of costs,

and conference reporting is available at [OVW conference cost planning](#).

Budget clearance does not constitute prior approval to hold a conference. Recipients must seek approval of these costs through the conference approval process.

Pre-Award Costs

OVW generally does not allow pre-award costs. Costs incurred prior to the start date of the award may not be charged to the project unless the recipient receives prior approval from OVW. See the [DOJ Financial Guide](#) for more information on pre-award costs.

Indirect Cost Rate Agreement (if applicable)

Applicants that intend to charge indirect costs through the use of a negotiated indirect cost rate must have a current, signed, federally approved indirect cost rate agreement and must upload and attach a copy of the agreement to their application in JustGrants. Applicants (other than state, local, and tribal governments that receive more than \$35 million in direct federal funding per year) that do not have a current negotiated (including provisional) rate may elect to charge a de minimis rate of 10% of modified total direct costs, which may be used indefinitely.

Organizations that wish to negotiate an indirect cost rate should contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 for more information.

Applicant Financial Capability Questionnaire (if applicable)

All nonprofit, nongovernmental organizations that apply for funding from OVW and have not previously (or within the last three years) received funding from OVW must complete an Applicant Financial Capability Questionnaire and attach it to their application in JustGrants. In addition, applicants may be required to submit their current year's audit report at a later time.

Disclosure of Process Related to Executive Compensation

An applicant that is a nonprofit organization may be required to make certain disclosures relating to the processes it uses to determine the compensation of its officers, directors, trustees, and key employees and must upload and attach a document with these disclosures to its application in JustGrants.

Under certain circumstances, a nonprofit organization that provides unreasonably high compensation to certain persons may subject both the organization's managers and those who receive the compensation to additional federal taxes. A rebuttable

presumption of the reasonableness of a nonprofit organization's compensation arrangements, however, may be available if the nonprofit organization satisfies certain rules set out in Internal Revenue Service regulations with regard to its compensation decisions.

Each applicant must state at the time of its application (in the Data Requested with Application section) whether the applicant is a nonprofit organization that uses the Internal Revenue Service's three-step safe-harbor procedure to establish a rebuttable presumption that its executives' compensation is reasonable. If the applicant states that it uses the safe-harbor procedure, then it must disclose, in an attachment to its application (to be titled "Disclosure of Process Related to Executive Compensation"), the process it uses to determine the compensation of its officers, directors, trustees, and key employees (together, "covered persons"). See 34 U.S.C. § 12291(b)(15)(B)(iii).

At a minimum, the disclosure must describe in pertinent detail: (1) the composition of the body that reviews and approves compensation arrangements for covered persons; (2) the methods and practices used by the applicant nonprofit organization to ensure that no individual with a conflict of interest participates as a member of the body that reviews and approves a compensation arrangement for a covered person; (3) the appropriate data as to comparability of compensation that is obtained in advance and relied upon by the body that reviews and approves compensation arrangements for covered persons; and (4) the written or electronic records that the applicant maintains as concurrent documentation of the decisions with respect to compensation of covered persons made by the body that reviews and approves such compensation arrangements, including records of deliberations and of the basis for decisions. For a sample letter, see the [OVW website](#).

For purposes of the required disclosure, the following terms and phrases have the meanings set out by the Internal Revenue Service for use in connection with 26 C.F.R. § 53.4958-6: officers, directors, trustees, key employees, compensation, conflict of interest, appropriate data as to comparability, adequate documentation, and concurrent documentation.

Following receipt of an appropriate request, OVW may be authorized or required by law to make information submitted to satisfy this requirement available for public inspection. Also, a recipient may be required to make a prompt supplemental disclosure after the award in certain circumstances (e.g., changes in the way the organization determines compensation).

Supporting Documents

Memorandum of Understanding (15 Points Total)

OVW recognizes that appropriate collaborations enhance the effectiveness of TTA

projects just as they enhance local interventions. OVW also understands that effective partnerships can strengthen the depth of overall technical assistance delivery. Therefore, OVW requires all potential technical assistance providers to enter a collaborative relationship with organization(s) and/or key consultant(s) who will bring the necessary substantive expertise to the project. MOU partnerships are any partners who will play a role in the development and/or implementation of the project, regardless of compensation. Any project partner receiving funds under the application is considered a partner in the development and/or implementation of the project.

For purposes of this solicitation, the MOU is a document containing the terms of the partnership and the allocation of roles and responsibilities among two or more parties, and it must be included as an attachment to the application in JustGrants. The MOU is worth a total of **15** points. The MOU is not a substitute for a subaward agreement, which ensures that subrecipients adhere to the requirements of the award and 2 C.F.R. Part 200 (see 2 C.F.R. § 200.332). Partners receiving funds under the award generally are considered subrecipients because they are carrying out a portion of the federal award.

The MOU must be a single document and must be signed and dated by the Authorized Representative of each proposed partner organization during the development of the application. OVW will accept electronic signatures. MOUs missing signatures may result in a point deduction or removal from consideration, particularly if the MOU is missing the signature of a required partner. If necessary, an MOU can include multiple signature pages so long as each page includes the names and titles of all signatories to the MOU. A sample MOU is available on the [OVW website](#).

The MOU must clearly:

1. Identify the partners and provide a brief history of the collaborative relationship among those partners, including when and under what circumstances the relationship began and when each partner entered into the relationship.
2. Directly mirror the project as described in “What Will Be Done” section (goals, objectives, and activities) and budget.
3. Describe the roles and responsibilities each partner will assume to ensure the success of the proposed project.
4. Describe, for each partner, the expertise the partner brings to the project, and their commitment to the collaboration.
5. Demonstrate how the proposed partnership can address the needs of the traditionally underserved population(s) identified in the Purpose of the Proposal section.
6. State that each project partner has reviewed the budget, is aware of the total amount being requested, and is being equitably compensated for their work under the grant or is agreeing to be partially compensated or receive no compensation from the grant.
7. Include the printed name, title, and agency, for the applicant and all partners and

must be signed and dated (after May 31, 2023) by the Authorized Representative of each proposed partner organization and key consultants.

Additional Application Components

The following components, with the exception of the Letter of Support, will not be scored. All documents must be included with the application. Failure to supply this information may result in the application being removed from consideration. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

Letters of Support

Letter of Support (5 Points Total)

Applicants applying to a Targeted or Competitive Comprehensive purpose area must include one Letter of Support from a previous recipient of their training and/or technical assistance. Additional letters beyond the one required letter will not be reviewed. The Letter of Support must not exceed two pages, single-spaced.

The Letter of Support must clearly:

1. Identify the purpose of the training and/or technical assistance received by the letter writer from the applicant and/or key project partner of the applicant.
2. Include the date on which the most recent training and/or technical assistance was provided to the letter writer.
3. Discuss the extent to which the training and/or technical assistance was helpful in improving and/or enhancing the letter writer's services to victims or enhanced their capacity to address domestic violence, dating violence, sexual assault, and stalking.

Letter of Nonsupplanting

Applicants must attach a letter to OVW's Director, signed by the Authorized Representative, certifying that federal funds will not be used to supplant non-federal funds should a grant award be made. A sample letter is available on the [OVW website](#).

Confidentiality Notice Form

All applicants are required to acknowledge that they have received notice that grantees and subgrantees must comply with the confidentiality and privacy requirements of VAWA, as amended. Applicants must upload and attach, under Additional Attachments in JustGrants, the completed acknowledgement form available on the [OVW website](#). This form must be signed by the Authorized Representative.

Summary of Other Federal Funding

Applicants must disclose all current and recent OVW awards (if applicable). If the applicant has a current grant or cooperative agreement under any OVW grant program or an award that closed within the 12 months before the date this solicitation closes, the information must be provided in a table using the sample format found on the [OVW website](#). The applicant must also provide the same information regarding any current OVW awards, as well as any pending applications, on which the applicant is a subrecipient.

Applicants also must disclose all other federal grant programs from which the applicant currently receives funding or for which it has applied for funding in FY 2023 to do similar work. Provide this information in a table using the sample format found on the [OVW website](#). Both tables, if applicable, should be uploaded as attachments in JustGrants.

Pre-Award Risk Assessment

Each applicant must submit, as an attachment, the Pre-Award Risk Assessment. Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed in the questionnaire. This information will be used for a mandatory pre-award risk assessment. Failure to provide this information or to respond to questions from OVW regarding this information in a timely manner could result in the application being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item.

1. Will all funds awarded under this program be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding? Provide a brief description of the applicant's policies and procedures that ensure funds will be tracked appropriately.
2. Does the applicant have written accounting policies and procedures? How often are these policies and procedures updated? Provide a brief list of the topics covered in the applicant's policies and procedures. OVW may request a copy for review during the application/award process or as part of the grant monitoring process.
3. Is the applicant's financial management system able to track actual expenditures and outlays with budgeted amounts for each grant or subgrant? Provide a brief summary of the organization's process for tracking expenditures, including tracking budgeted versus actual amounts.
4. Does the applicant have procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities? Provide a short summary of the applicant's policy for requesting payments for grant awards.
5. Does the applicant have effective internal controls in place to ensure that federal

funds are used solely for authorized purposes? Provide a brief description of the applicant's internal controls that will provide reasonable assurance that the award funds will be managed properly.

6. Does the applicant have a documented records retention policy? If so, briefly describe the policy and confirm that the policy complies with federal regulations. Information on Record Retention and Access can be found at 2 C.F.R. 200.334-200.338.
7. Does the applicant or any of its employees have any potential personal or organizational conflicts of interest related to the possible receipt of OVW award funds? Applicants are required to disclose in writing any potential conflicts of interest to their awarding agency. See 2 C.F.R. 200.112 and Chapter 3.20, Grant Fraud, Waste and Abuse, of the DOJ Financial Guide for additional information.
8. Is the individual primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200)? Provide a short list of the individual's qualifications/experience. If the individual is not familiar with the applicable rules and regulations, the applicant must contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 immediately after the applicant is notified of its award to coordinate training.
9. Does the applicant have policies and procedures in place to manage subawards and monitor activities of subrecipients as necessary to ensure that subawards are used for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved (2 C.F.R. 200.331-200.333)? Provide a brief description of the organization's policies and procedures on subrecipient management and monitoring.
10. Does the applicant currently require employees to maintain time distribution records that accurately reflect the work performed on specific activities or cost objectives in order to support the distribution of employees' salaries among federal awards or other activities (2 C.F.R. 200.430)? Budget estimates do not qualify as support for charges to federal awards. Provide a brief description of the organization's established timekeeping policies and procedures.
11. Is the applicant designated as high risk by a federal agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant entity's past performance, or other programmatic or financial concerns with the applicant entity.) If so, provide the names(s) of the federal awarding agency, the date(s) the agency notified the applicant entity of the high risk designation, contact information for the high risk point of contact at the federal agency, and the reason for the high risk status, as set out by the federal agency.

Summary Data Sheet

Each applicant must submit, as an attachment, the Summary Data Sheet, which should be one to four pages in length (single or double spaced). This document is not scored. The Summary Data Sheet does not count toward the 20-page limit for the Proposal Narrative. Several of the items below are required for every applicant for OVW funding and therefore may not be obviously relevant or specifically drafted for this program. Applicants should provide the most accurate answers. Responses to these items alone will not result in removal from consideration or determine eligibility for any funding priorities described in the solicitation for this program. Provide the following information:

1. Name, title, address, telephone number, and email address for the grant point of contact. This person must be an employee of the applicant.
2. Statement as to whether the applicant (the organization whose unique entity identifier/DUNS number is being used for the application) will serve as a fiscal agent. A fiscal agent is an entity that does not participate in implementation of the project and passes all funds through to subrecipients, conducting only administrative activities. If this is the case, the applicant must include a statement acknowledging that, should an award be made, the applicant will be responsible for all applicable statutory, fiscal, and programmatic requirements, including those of 2 CFR Part 200, as well as all project deliverables. The applicant must also list all of the entities with which it will enter into subaward agreements to implement the project. **Note: The fiscal agent must be an eligible applicant for this program.**
3. Statement as to whether the applicant has expended \$750,000 or more in federal funds in the applicant's past fiscal year. If so, specify the end date of the applicant's fiscal year.
4. Statement as to whether the applicant is a nonprofit organization that holds money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code.
5. Statement as to whether the applicant is a nonprofit organization that uses the Internal Revenue Service's three-step safe-harbor procedure to establish a rebuttable presumption that its executives' compensation is reasonable. For additional information about the safe-harbor procedure, see Disclosure of Process Related to Executive Compensation in the Budget and Associated Documentation section of this solicitation. **Note: Applicants that use the safe-harbor procedure must upload the required Disclosure of Process Related to Executive Compensation in the Budget/Financial Attachments section of JustGrants.**
6. Statement as to whether the applicant is a faith-based organization.
7. Statement as to whether the applicant is a culturally-specific organization (defined as a private nonprofit/tribal organization for which the primary purpose of the organization as a whole is to provide culturally specific services to American Indians (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians and other Pacific Islanders, Blacks, or Hispanics).
8. Statement as to whether the applicant is a sexual assault victim service provider (defined as a victim service provider for which the primary purpose of the organization is to provide intervention and related assistance to victims of sexual

- assault without regard to their age).
9. Statement as to whether the application proposes to focus on a rural community or area (as defined by 34 U.S.C. 12291(a)(32)).
 10. Statement as to whether the applicant is a federally recognized tribe.
 11. Statement as to whether the applicant is a tribal organization as defined by 34 U.S.C. 12291(a)(45).
 12. Statement as to whether the applicant is a partner/subrecipient on a current grant or pending application for this grant program. If a partner/subrecipient on a current award, provide the year of the award and the role of the applicant on the award. If a partner/subrecipient on another pending application, provide the name of the applicant organization.
 13. Statement as to whether any proposed project partner(s)/subrecipient(s) on this application is also a recipient, or partner/subrecipient, on a current grant or another pending application for this grant program. If so, the applicant is required to provide the following information on the relevant project partner(s)/subrecipient(s): 1) Partner/subrecipient name; 2) Year of award or pending application, 3) Role of partner/subrecipient.
 14. Statement as to whether the application proposes to address the following OVW Priority Area: Advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking.
 15. Statement as to whether the application proposes to address the following OVW Priority Area: Increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through exploration of survivor-centered criminal justice system reform.
 16. Statement as to whether the application proposes to address the following OVW Priority Area: Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.
 17. Statement as to whether the application proposes to address the following OVW Priority Area: Expand economic justice and financial advocacy for survivors of sexual assault, domestic violence, dating violence, and stalking, including as a tool for violence prevention.
 18. Statement as to whether the application proposes to address the following OVW Priority Area: Improve outreach, services, civil and criminal justice responses, prevention, and support for survivors of sexual assault, domestic violence, dating violence, and stalking from underserved communities, particularly LGBTQ and immigrant communities.
 19. State purpose area number and title.
 20. State the title of the proposed project.
 21. List all project partners (organization names and/or individual consultants) and the funding amount requested for each partner.

Disclosures and Assurances

Review, complete, and submit all disclosures, assurances, and certifications as

described below.

Disclosure of Lobbying Activities

All applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov before beginning the application process in JustGrants.

DOJ Certified Standard Assurances

Applicants must read and acknowledge the DOJ Certified Standard Assurances in JustGrants.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants must read and acknowledge these DOJ certifications in JustGrants.

Prior to Application Submission

Unique Entity Identifier (UEI) and System for Award Management (SAM)

Entities applying for the first time for federal funding must complete a multi-step registration process. Applicants must register with the systems listed below to successfully submit an application.

1. SAM. Registration with SAM includes receiving a UEI. (**Average registration completion time – 2-3 weeks**)
2. Grants.gov (**Average registration completion time – 1 week**)
3. JustGrants. Registration with SAM and Grants.gov must be completed before an applicant can register with JustGrants. (**Average registration completion time – 3 days**)

Note: registration time frames are estimates. Applicants experiencing registration challenges (including lengthy registration wait times) should refer to the OVW Policy for Applicants Experiencing Technical Difficulties During the Registration and Submission Processes section of this solicitation for guidance on how to proceed.

Please see the [Solicitation Companion Guide](#) for additional details regarding SAM, Grants.gov, and JustGrants registration.

Entities that have previously applied for funding from DOJ must ensure their accounts with SAM, Grants.gov, and JustGrants are active and up to date.

It is the responsibility of the applicant to ensure that they are properly registered

with SAM, Grants.gov, and JustGrants. OVW strongly encourages all applicants to begin the registration process, or ensure that all accounts are active and up to date, by June 22, 2023. Failure to do so may result in the application being removed from consideration for funding.

Applicants experiencing technical difficulties with SAM should go to https://www.fsd.gov/gsafsd_sp.

Applicants experiencing technical difficulties with Grants.gov should contact support@grants.gov.

Applicants experiencing technical difficulties with JustGrants should contact OVW.JustGrantsSupport@usdoj.gov.

Additionally, applicants experiencing technical difficulties with any of the systems listed above during the registration, account update, or application submission processes should refer to the "OVW Policy for Applicants Experiencing Technical Difficulties During the Registration and Submission Processes" section of this solicitation for guidance on how to proceed.

How to Apply

Submission Dates and Times

All applications must be submitted electronically first in Grants.gov (SF-424 and SF-LLL) and then in JustGrants. **Applicants must make every effort to submit their application in Grants.gov and JustGrants. Note: the Grants.Gov deadline is 2 days before the JustGrants application deadline.** If an applicant must submit their application via email due to a technical difficulty, they must do so by the JustGrants application deadline, but **no earlier than 4 hours prior to the JustGrants application deadline.** Applicants experiencing technical difficulties during the application submission process should refer to the OVW Policy for Applicants Experiencing Technical Difficulties During the Registration and Submission Processes section of this solicitation for guidance on how to proceed.

OVW strongly encourages all applicants to begin the application submission process at least 48 hours prior to the Grants.gov application deadline. Failure to do so may result in missing the deadline and therefore not being considered for funding.

OVW will not accept applications after the JustGrants deadline, except for severe inclement weather or natural or man-made disaster. See the OVW Policy on Late Submission Request Due to Severe Inclement Weather or Natural or Man-Made Disaster section of this solicitation.

Submission Information and Other Submission Requirements

Applications will be submitted to OVW in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF-424) and the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov - <https://www.grants.gov/web/grants/forms/sf-424-family.html>.

Step 2: The applicant must then submit the full application, including attachments, in JustGrants at JustGrants.usdoj.gov. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OVW encourages applicants to review the [Solicitation Companion Guide](#) and the JustGrants website for more information, resources, and training.

Tip: JustGrants functions better using a PC with Chrome or Edge web browser.

OVW Policy for Applicants Experiencing Technical Difficulties During the Registration and Submission Processes

Technical difficulties are issues that are beyond the applicant's control (e.g., JustGrants login issue, issue with the web-based budget). OVW can confirm when each registration and/or submission action began.

Technical difficulties with SAM or Grants.gov

1. Contact SAM or Grants.gov support as soon as the applicant is aware of a problem.
2. Maintain documentation of when the issue began and all communication with technical support.
3. Notify this program, via email at OVW.TechAssistance@usdoj.gov, stating the applicant is experiencing technical difficulties with SAM or Grants.gov. The applicant should provide regular updates to this program via email at OVW.TechAssistance@usdoj.gov.
4. If the technical difficulty cannot be resolved before the Grants.gov deadline, the applicant must notify this program via email at OVW.TechAssistance@usdoj.gov before the Grants.gov deadline.
5. Once the Grants.gov deadline passes an applicant will not be able to apply in JustGrants. Therefore, the applicant **must** email the complete application packet (Proposal Narrative, Budget and Budget Narrative, MOU, Letter of Support) and all documentation supporting the technical difficulty to this program at OVW.TechAssistance@usdoj.gov by **9:00 p.m. E.T. on July 13, 2023**.

Technical difficulties while applying in JustGrants

1. Contact the OVW JustGrants Help Desk at OVW.JustGrantsSupport@usdoj.gov prior to the JustGrants deadline.
2. Maintain documentation of all communication with the OVW JustGrants Help Desk.
3. Actively work with the OVW JustGrants Help Desk to attempt to resolve the

technical difficulty.

4. Contact this program, via email at OVW.TechAssistance@usdoj.gov prior to the JustGrants deadline (**9:00 p.m. E.T. on July 13, 2023**), indicating the applicant is experiencing technical difficulties with JustGrants and would like permission to submit an application via email. The email must include the following:

- A detailed description of the technical difficulty the applicant is experiencing.
- The contact information (name, telephone, and email) for the individual making the request.
- The applicant's UEI number.
- JustGrants application numbers and User Support tracking numbers.
- The complete application packet (Proposal Narrative, Budget and Budget Narrative, MOU, Letter of Support).

It is not guaranteed that applications submitted via email will be considered for funding, even if the email is received before the JustGrants application deadline. OVW will decide and notify applicants of the decision within 30 days of the JustGrants application deadline. Applicants may be asked to coordinate with OVW to submit their application in Grants.gov and JustGrants later.

OVW Policy on Late Submission Request Due to Severe Inclement Weather or Natural or Man-Made Disaster

OVW will only accept applications after **9:00 pm ET on July 13, 2023** in cases of severe inclement weather or natural or man-made disaster. The information below provides the process applicants must follow in such a circumstance.

1. Contact this program at OVW.TechAssistance@usdoj.gov as soon as the applicant is aware of severe weather or a natural or man-made disaster that may impede the submission of an application by the deadline. The email should include a detailed description of the weather event or natural or man-made disaster. A detailed description includes when the event occurred, or is likely to occur, the impacted area, and the specific impact on the applicant and/or partners' ability to submit the application by the deadline (e.g., without power for "x" days, office closed for "x" days). If the application is complete and ready for submission at the time the applicant notifies OVW, the application should be included with the email.
2. Applicants impacted by severe weather or a natural or man-made disaster occurring on or around the deadline must contact OVW within 48 hours after the deadline or as soon as communications are restored.

Note: OVW may not be able to accommodate all requests resulting from severe inclement weather or a natural or man-made disaster.

OVW will review the request for late submission and required documents and notify the applicant whether the request has been approved or denied within 30 days of the

submitted request.

Application Review Information

Review Criteria

Applications will be scored based on the degree to which the application responds to each section and addresses each element in the section. Furthermore, applications will be scored based upon the quality of the response, capacity of the applicant and any partners, and the level of detail provided. Each element **must** be addressed in the section in which it is requested. Points may be deducted if the applicant does not include the information in the appropriate section regardless if it is included elsewhere within the application. Each section will be reviewed as a separate document and will be scored as such. Specifically, for the TA Initiative, scoring will be as follows:

1. Proposal narrative: (65) points, of which:
 - A. Purpose of the proposal: (20) points.
 - B. What will be done: (30) points.
 - C. Who will implement the proposal: (15) points.
2. Budget worksheet and budget narrative: (15) points.
3. MOU: (15) points.
4. Letter of Support: (5) points.

Voluntary match or other cost sharing methods will not be considered in the evaluation of the application.

Review and Selection Process

Applications will be subject to a peer review and a programmatic review.

Peer Review

OVW will subject all eligible, complete, and timely applications to a peer review process that is based on the criteria outlined in this solicitation. OVW may use internal reviewers, [external reviewers](#), or a combination of both.

OVW Peer reviewers may include victim advocates, judges, prosecutors, police officers, legal professionals, and others with expertise in areas such as tribal communities, colleges and universities, rural areas, urban areas, working with individuals with disabilities or older adults, and providing services to victims, including transitional housing and services provided by culturally specific organizations and the faith community. While some peer reviewers are expert consultants on violence against women issues, the vast majority of peer reviewers are active practitioners or recent retirees from the professions mentioned above. To ensure that applications are reviewed

by individuals with on-the-ground experience responding to sexual assault, domestic violence, dating violence, or stalking, OVW does not use professional peer reviewers.

Programmatic Review

All applications that are considered for funding will be subject to a programmatic review. The programmatic review consists of assessing the application for compliance with the program's scope, activities that compromise victim safety, and, if applicable, past performance and priority area review. OVW reserves the right to deduct points from applications for the following reasons:

1. Activities that compromise victim safety and recovery and undermine offender accountability (deduct up to 15 points).
2. Out-of-scope and unallowable activities (deduct up to 20 points).
3. Past performance (deduct up to 25 points).
4. Formatting and Technical Requirements (deduct up to 5 points).

An application that is deemed to be substantially out-of-scope, proposes a substantial number of activities that are unallowable, or proposes activities that pose a significant threat to victim safety or a serious breach of confidentiality will not be considered for funding. **An applicant with considerable past performance issues may receive a deduction in points as listed above or be removed from consideration entirely regardless of the application's peer review score.**

Past Performance Review

As a part of the programmatic review process described above, applicants with current or recently closed OVW awards will be reviewed for past performance and risk based on the elements listed below.

1. Adherence to the grant program's statutory purposes and requirements.
2. Implementation of the project according to plan, without significant obstacles and/or challenges.
3. Implementation of the project within the original period of performance.
4. Drawdown of funds commensurate with the level of program activities completed.
5. Management of award such that applicant has had uninterrupted access to funds.
6. Attendance at/participation in all required OVW-sponsored training and technical assistance events.
7. Timely resolution of issues identified during programmatic monitoring.
8. Completion of close-out of prior awards within 120 days of the project end date.
9. Timely resolution of issues necessary to close out prior awards.
10. Timely resolution of issues identified during financial monitoring.
11. Timely response to OVW requests.
12. Development of deliverables that support the project goals and objectives and are of acceptable quality.
13. Implementation of the project as designed without unjustified modification.

14. Timely submission of federal financial reports (FFR).
15. Timely submission of performance reports.
16. Submission of complete and accurate performance reports.
17. Adherence to the terms and conditions of existing grant award(s) from OVW.
18. Adherence to the requirements of the conference request process.

Prior to making an award, OVW is required to review and consider any information about applicants included in the designated integrity and performance system accessible through SAM. Applicants may review and comment on information about themselves that another federal awarding agency has previously entered. OVW will consider the applicant's comments as well as other information available in SAM in making its judgment about the risk posed by making an award to the applicant as described in 2 C.F.R. § 200.206.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the OVW Director, who also may give consideration to factors including, but not limited to, reaching underserved populations, geographic diversity, OVW priorities, past performance, and available funding when making awards. All award decisions are final and not subject to appeal.

High-Risk Grantees

Based on DOJ's assessment of each grantee with regard to current or previous funding, unresolved audit issues, delinquent programmatic and fiscal reporting, and prior performance, a grantee may be designated "high-risk." Awards to high-risk grantees may carry special conditions such as increased monitoring and/or prohibitions on drawing down funds until certain requirements are met. High-risk grantees with substantial or persistent performance or compliance issues, long-standing open audits, or open criminal investigations may not be considered for funding.

Anticipated Announcement and Federal Award Dates

It is anticipated that all applicants will be notified of the outcome of their applications by October 1, 2023.

Federal Award Administration Information

Federal Award Notices

Successful applicants will receive OVW award notifications electronically from JustGrants (not Grants.gov). Recipients will be required to log into JustGrants to review and accept the award. The Authorized Representative must acknowledge having read and understood all sections of the award instrument and submit the required declaration and certification to accept the award; these steps will be completed electronically in

JustGrants.

Administrative, National Policy, and Other Legal Requirements

Information for All Federal Award Recipients

Applicants selected for awards must agree to comply with additional legal, administrative, and national policy requirements. OVW strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. This information can be found in the section of the [Solicitation Companion Guide](#) entitled “Post-Award Requirements for All Federal Award Recipients.”

Terms and conditions for OVW awards are available on the [OVW website](#). These terms are subject to change prior to the issuance of the awards.

Violence Against Women Act Non-Discrimination Provision

The Violence Against Women Reauthorization Act prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary for the essential operation of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Additional information on the civil rights obligations of OVW funding recipients can be found in the [Solicitation Companion Guide](#) under "Civil Rights Compliance.”

Accessibility

Recipients of OVW funds must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination on the basis of disability and national origin. Compliance with these laws includes taking reasonable steps to ensure that persons who are limited in their English proficiency because of their national origin have meaningful access to recipients’ programs and activities. Recipients are also responsible for ensuring that their programs and activities are readily accessible to individuals with disabilities, including those with physical or cognitive disabilities, as well as individuals who are Deaf or hard of hearing. OVW encourages applicants to go beyond minimum compliance with these requirements and allot sufficient resources to ensure programs and activities are fully accessible. More information on these obligations is available in the [Solicitation Companion Guide](#) under “Civil Rights Compliance.”

General Information about Post-Federal Award Reporting Requirements

OVW grantees are required to submit semi-annual performance reports and quarterly Federal Financial Reports (SF-425). Appropriate performance report forms will be provided to all applicants selected for an award. Forms will be submitted electronically. Future awards and fund drawdowns may be withheld if reports are delinquent. For more

information on post award reporting requirements, including requirements for certain recipients to report information on civil, criminal, and administrative proceedings in SAM, see the [Solicitation Companion Guide](#) and the award condition on recipient integrity and performance matters available on the [OVW website](#).

Federal Awarding Agency Contact(s)

For assistance with the requirements of this solicitation, contact the following:

- Programmatic questions, contact this program at 202-307-6026 or OVW.TechAssistance@usdoj.gov.
- Financial questions, contact 888-514-8556 or ovw.gfmd@usdoj.gov
- Technical questions:
 - Grants.gov Applicant Support at 800-518-4726 or support@grants.gov
 - OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov

Other Information

Public Reporting Burden-Paper Work Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OVW tries to create forms and instructions that are accurate, can be easily understood, and impose the least possible burden on applicants. The estimated average time to complete and file this form is 30 hours. Comments regarding the accuracy of this estimate or suggestions for simplifying this form can be submitted to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street, NE, Washington, DC 20530.

Note: Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.

Application Checklist

Applicants must submit a fully executed application to OVW, including all required supporting documentation. Prior to peer review, OVW will not contact applicants for missing items. Additionally, if an applicant plans to submit an application under any other OVW grant program this fiscal year, it is the applicant's responsibility to ensure that only documents pertinent to this solicitation are included with this application. OVW will not redirect documents that are inadvertently submitted with the wrong application (e.g., a Rural Program letter submitted with a Transitional Housing Program application will not be transferred to the Rural application).

Application Document	Date Completed
1. Application for Federal Assistance: SF-424	
2. Disclosure of Lobbying Activities (SF-LLL)	
3. Proposal Abstract	
4. Letter of Intent	
5. Proposal Narrative: a) Purpose of the Proposal b) What Will Be Done c) Who Will Implement the Proposal	
6. Budget Worksheet and Budget Narrative	
7. Indirect Cost Rate Agreement (if applicable)	
8. Applicant Financial Capability Questionnaire (if applicable)	
9. Disclosure of Process Related to Executive Compensation (if applicable)	
10. Memorandum of Understanding	
12. Letter of Support	
13. Letter of Nonsupplanting	
15. Confidentiality Notice Form	
16. Summary of Other Federal Funding	
17. Pre-Award Risk Assessment	
18. Summary Data Sheet	