



U.S. Department of Justice
Office on Violence Against Women (OVW)

OVW Fiscal Year 2024 Special Tribal Criminal Jurisdiction Reimbursement Program – Notice of Reimbursement Opportunity

Assistance Listing Number: 16.059

Grants.gov Opportunity Number: O-OVW-2024-171930

Solicitation Release Date: December 19, 2023

Deadline to submit SF-424 in Grants.gov: 11:59 PM Eastern Time (ET) on January 23, 2024

Deadline to submit application for reimbursement in JustGrants: 8:59 PM ET on January 25, 2024

Eligibility:

Eligible applicants for reimbursement are limited to: Federally Recognized Tribes exercising Special Tribal Criminal Jurisdiction over any covered crime. For more information, see the [Eligibility Information](#) section of this solicitation.

Pre-Application Information Session(s)

OVW will conduct an optional web-based Pre-Application Information Session. During this session, OVW staff will review this program's requirements and allow for a brief question and answer period. For more information, see the [Application and Submission Information](#) section of this solicitation.

Contact Information

For assistance with the requirements of this reimbursement program, email OVW at OVW.TribalJurisdiction@usdoj.gov. Applicants also may call OVW at 202-307-6026.

Registration Information: Applicants not currently receiving Department of Justice funding must complete registrations with multiple systems:

- i. System for Award Management (SAM) (<https://sam.gov/content/entity-registration>)
- ii. Grants.gov (<https://www.grants.gov/applicants/applicant-registration>)

- iii. JustGrants registration needs to be completed **ONLY** after successful submission of Step 1 of the application for reimbursement as described below.

For more information, see the [Prior to Application Submission](#) section of this solicitation.

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

Applicants for reimbursement are strongly encouraged to begin the registration process or ensure that all accounts are active and up to date by December 26, 2023.

Submission Information: Applications for reimbursement must be submitted to OVW through a two-step process that begins in Grants.gov and is completed in JustGrants:

Step 1: The applicant must **submit** by the Grants.gov deadline (11:59 PM ET on January 23, 2024) the required Application for Federal Assistance standard form (SF-424) in Grants.gov. To view the SF-424 prior to completing it in Grants.gov, applicants can go to the Package tab under the funding opportunity that they're applying for and select Preview. The Preview then provides a link to the SF-424.

Step 2: The applicant must then submit the **full application for reimbursement**, including required attachments, in JustGrants at <https://justicegrants.usdoj.gov/> by the JustGrants application deadline (8:59 PM ET on January 25, 2024). OVW encourages applicants to review the [JustGrants](#) website for more information, resources, and training.

Note that the Grants.gov and JustGrants deadlines are typically only a few days apart. For more information about application submission, see the [How to Apply](#) section of this solicitation.

Notification

OVW anticipates notifying applicants of reimbursement awards by February 29, 2024.

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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 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 funding supports coordinated community responses that provide services to victims and hold offenders accountable.

About this OVW Program

This program is authorized by 25 U.S.C. § 1304(h)(1). The Special Tribal Criminal Jurisdiction Reimbursement Program (Tribal Reimbursement Program, assistance listing #16.059) reimburses tribal governments for expenses incurred in exercising “Special Tribal Criminal Jurisdiction” (STCJ) over non-Indians who commit certain covered crimes.¹ The Violence Against Women Act Reauthorization Act of 2022 (VAWA 2022) recognized the inherent power of “participating tribes” to exercise STCJ over all persons. STCJ, in turn, means the criminal jurisdiction that a “participating tribe” may exercise under 25 U.S.C. § 1304 but could not otherwise exercise.² A “participating tribe” is a federally recognized tribe that elects to exercise STCJ over the Indian country of that tribe.³ VAWA 2022 also established a pilot program under which the Attorney General may designate up to five Alaska tribes per calendar year as participating tribes to exercise STCJ over all persons present in the tribe’s Village, without requiring that the crime occur in “Indian country.”⁴ Tribes interested in the Alaska Pilot Program should visit <https://www.justice.gov/tribal/vawa-2022-alaska-pilot-program> for more information.

VAWA 2022 authorized this reimbursement program to reimburse participating tribes for expenses incurred in exercising STCJ. After consulting with tribes, OVW issued implementing regulations for the program, which are available at <https://www.regulations.gov/document/DOJ-OVW-2023-0004-0001>. This is the first Notice of Reimbursement Opportunity issued pursuant to the statute and regulations.

Tribes not yet exercising STCJ that are interested in learning about STCJ and engaging in planning activities are eligible for technical assistance and grant funding to support their efforts. Tribes that are exercising STCJ can seek reimbursement under the Tribal Reimbursement Program, as well as grants for related efforts. More information on OVW’s Special Tribal Criminal Jurisdiction Grant Program is available at <https://www.justice.gov/ovw/tribal-jurisdiction-program>.

Program Scope

Activities supported by this program are determined by statute, federal regulations, and OVW policies. If an applicant receives a reimbursement award, the recipient is bound by this notice of reimbursement opportunity and the terms and conditions of the reimbursement award.

¹ The term “covered crime” means: assault of tribal justice personnel; child violence; dating violence; domestic violence; obstruction of justice; sexual violence; sex trafficking; stalking; and a violation of a protection order. 25 U.S.C. § 1304(a)(5).

² See *id.* § 1304(a)(14) and (b)(1); see also *Oliphant v. Suquamish Tribe*, 435 U.S. 191 (1978).

³ 25 U.S.C. § 1304(a)(10).

⁴ *Id.* § 1305(d). See section 812 of VAWA 2022 (Pub. L. No. 117-103, 136 Stat. 839, 905-06) (codified at 25 U.S.C. § 1304 note) for definitions of “participating tribe,” “special Tribal criminal jurisdiction,” and “Village” for purposes of the Alaska Pilot Program.

Under the Tribal Reimbursement Program statute (34 U.S.C. § 1304(h)(1)(B)), eligible expenses for reimbursement include expenses and costs incurred in, relating to, or associated with the following:

- i. investigating, making arrests relating to, making apprehensions for, or prosecuting covered crimes (including costs involving the purchasing, collecting, and processing of sexual assault forensic materials);
- ii. detaining, providing supervision of, or providing services for persons charged with covered crimes (including costs associated with providing health care);
- iii. providing indigent defense services for one or more persons charged with one or more covered crimes; and
- iv. incarcerating, supervising, or providing treatment, rehabilitation, or reentry services for one or more persons charged with one or more covered crimes.

Examples of Expenses Eligible for Reimbursement

Participating tribes may request reimbursement for expenses incurred in response to a report of a covered crime committed by a non-Indian such as:

- Law enforcement expenses, such as officer time, sexual assault kits and other evidentiary supplies, and testing, analysis, and storage of evidence.
- Prosecution expenses, such as staff time, expert witness fees, exhibits, witness costs, and copying costs.
- Defense counsel expenses, such as staff time, competency evaluations, exhibits, witness costs, and copying costs.
- Court expenses, such as judge and court staff time, jury fees, and court-ordered evaluations.
- Incarceration expenses, such as prison and jail costs and prisoner transportation costs, whether through contract or tribally-owned facilities.
- Community supervision or re-entry expenses, such as probation, parole, offender evaluation and treatment, pre-sentence investigation costs, and monitoring fees.
- Offender medical and dental expenses not otherwise covered by insurance or federal sources.
- Indirect costs based on a current federally approved indirect cost rate agreement.
- Other costs incurred in, relating to, or associated with exercising STCJ.

More examples of expenses eligible for reimbursement are provided in the program regulations at 28 C.F.R. § 90.36.

Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability

OVW discourages activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to avoid responsibility for their actions. 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

1. Funds under this program may not be used to reimburse costs related to research, defined by 28 C.F.R. § 46.102(d) as a systematic investigation designed to develop or contribute to generalizable knowledge.
2. The following expenses are not reimbursable under this program:
 - a. Expenses associated with planning to exercise STCJ, such as code drafting.
 - b. Training, including costs for training criminal justice personnel, court personnel, or others.
 - c. Expenses incurred in exercising STCJ prior to calendar year 2024.
 - d. Any expenses not incurred in, relating to, or associated with exercising STCJ.

Federal Award Information

Availability of Funds

All reimbursement awards are subject to the availability of appropriated funds as well as any modifications or additional requirements imposed by law. There is no guarantee that funds will be available in the future.

Type of Award

Pursuant to 28 C.F.R. § 90.34, each eligible Tribe that responds to this Notice of Reimbursement Opportunity will receive an initial allocation (“maximum allowable reimbursement”) in the form of a reimbursement award. Recipient tribes may draw down funds for eligible expenses as needed during calendar year 2024 up to the maximum allowable reimbursement amount.

Award Period and Amount

The reimbursement period is 12 months. OVW anticipates making initial allocations in February 2024, but funds may be used to reimburse expenses incurred between January 1, 2024 and December 31, 2024.

As described in 28 C.F.R. §§ 90.32 - 90.34, initial allocations will be based on total funds available for reimbursements and each Tribe’s expenses incurred in exercising STCJ in calendar year 2023. OVW has approximately \$3.7 million available for reimbursements, and, pursuant to section 90.33, will allot 25 percent of this amount (approximately \$925,000) for initial allocations under this notice. Each eligible applicant will receive the maximum allowable reimbursement per tribe, not to exceed their prior year actual or estimated expenses. Initial allocations for Tribes without a track record of STCJ expenses will be based on their estimated expenses. Instructions for calculating and submitting expenses are provided in the Application and Submission Information section of this notice.

At the end of calendar year 2024, recipient Tribes will submit a summary of actual eligible expenses for the year and can request a waiver if expenses have exceeded their initial allocation (referred to as a “waiver of annual maximum”). If there is sufficient funding available, all tribes requesting a waiver will be fully reimbursed. If not, each tribe requesting a waiver will be reimbursed for the same percentage of their remaining expenses. See 28 C.F.R. § 90.35. OVW will use 75 percent of available funds (approximately \$2.8 million) for waivers.

OVW has the discretion to make reimbursement awards for lesser amounts than requested as described above and in 28 C.F.R. §§ 90.33 and 90.34.

Program Requirements

Applicants that receive reimbursement awards under this program will be required to:

1. Submit a summary of their eligible expenses for calendar year 2024 at the end of the year. The summary must identify actual expenditures eligible for reimbursement, including dollar amounts for each expenditure and how they were calculated, in budget categories such as salary, fringe, and contracts.
2. Retain documentation on file demonstrating that expenses were incurred in exercising STCJ, including the general accounting ledger and documentation to support each claimed expense, such as invoices, sales receipts, time sheets, indirect cost calculations, or other proof of expenses sufficient to meet the standards that the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200) provide for grants. Recipients are not required to provide documentation at the time they draw down funds from the award but must retain documentation adequate for an audit for three years from the end of calendar year 2024. See 28 C.F.R. § 90.39 for more information on documenting expenses.

Eligibility Information

Eligible Applicants

Pursuant to 25 U.S.C. § 1304(h)(1) and 28 C.F.R. § 90.31(a), tribal governments eligible to seek reimbursement under this program are the governments of tribal entities recognized by and eligible for funding and services from the Bureau of Indian Affairs by virtue of their status as Indian Tribes, that exercise STCJ, as defined by 25 U.S.C. § 1304(a)(14) or section 812(5) of Public Law 117-103 (“participating tribes”). All applicants must exercise STCJ over at least one of the covered crimes during calendar year 2024. Exercise of jurisdiction over all covered crimes is not required.

Tribes that are in the planning phase prior to implementing STCJ are not eligible for reimbursement of planning costs from this program. Participating tribes that are currently exercising STCJ over any covered crime (e.g., domestic violence, dating violence, violations of protection orders) and are in the planning phase to exercise jurisdiction over additional covered crimes are eligible for reimbursement with regard to their STCJ cases but not for planning costs. Tribes may receive grant funding for STCJ planning costs, however, even if they are also receiving reimbursements under this program. More information on OVW’s grant funding for STCJ implementation is available at <https://www.justice.gov/ovw/tribal-jurisdiction-program>.

Tribes that have not implemented STCJ but will implement during calendar year 2024 and expect to incur costs related to exercising the jurisdiction during calendar year 2024 are eligible to apply for reimbursement. Tribes should not apply if their implementation date is not certain.

Ineligible Entities and Disqualifying Factors

Applications submitted by ineligible entities or that do not meet all program eligibility requirements will not be considered for reimbursement. In addition, an application deemed deficient in one or more of the following categories may not be considered for reimbursement: 1. pre-award risk assessment, 2. completeness of application contents, and 3. 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 prevent OVW from making a reimbursement award.

An applicant with past performance issues, long-standing open audits, or an open criminal investigation also may not be considered for reimbursement.

Cost Sharing or Matching

This program has no matching or cost-sharing requirement.

Other Program Eligibility Requirements

Certification of Eligibility

To apply for a reimbursement award in JustGrants, applicants will have to check a declaration and certification in JustGrants that certifies to the following:

(1) the applicant is a federally recognized tribe exercising Special Tribal Criminal Jurisdiction (STCJ), as defined by 25 U.S.C. § 1304(a)(14) or section 812(5) of Public Law 117-103, over non-Indian offenders who commit any covered crime, as defined by 25 U.S.C. § 1304(a)(5) or section 812(1)(A) of Public Law 117-103; and

(2) expenses described in the application for reimbursement are only those incurred in, relating to, or associated with the exercise of STCJ and do not include costs incurred in planning to exercise STCJ.

Note: If the applicant will begin exercising STCJ during calendar year 2024, the applicant may check this declaration and certification but must also attach a letter to the application in JustGrants explaining the date that the tribe will begin exercising STCJ in calendar year 2024, with an explanation how it has established a date for STCJ implementation. A sample letter is available on the [OVW website](#).

Limit on Number of Applications

OVW will consider only one application per tribe. 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.

Application and Submission Information

Address to Request Application Package

The complete application package (this notice of reimbursement opportunity, including links to required forms) is available on Grants.gov and on the [OVW website's Open Solicitation page](#). Applicants wishing to request a paper copy of these materials should contact OVW at 202-307-6026, OVW.TribalJurisdiction@usdoj.gov.

Pre-Application Information Session

OVW will conduct a live web-based pre-application information session. During this live session, OVW staff will review this program's requirements and allow for a brief question and answer period. The live session is tentatively scheduled for: **January 9, 2024**.

Participation in the pre-application information session is optional and not a requirement to be eligible to apply and a recording will be available on the [OVW website's Resources for Applicants page](#).

To register for the live session, contact the Tribal Jurisdiction Program at

OVW.TribalJurisdiction@usdoj.gov or at 202-307-6026. Registration must be received at least two days prior to the start of the session. Participants are not registered until they receive a confirmation email. The webinar will be captioned in English. Interested applicants needing additional language assistance should contact this program at OVW.TribalJurisdiction@usdoj.gov or at 202-307-6026 as soon as possible, but no later than January 5, 2024.

Content and Form of Application Submission

The information below (**Application Contents** through **How to Apply**) describes the full content and form of application submission.

Application Contents

Applications for reimbursement must include the required documents below and meet the program eligibility requirements. For a checklist of the full application contents, see the [Application Checklist](#) in the Other Information section of this notice of reimbursement opportunity.

1. Summary of expenses by category (attachment in JustGrants)
2. Certification of eligibility (completed in JustGrants when submitting application)
3. Letter from Tribes First Implementing STCJ in Calendar Year 2024 (attachment in JustGrants, if applicable)

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 in Grants.gov as part of **Step 1 of the application submission process**. 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) should 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 have the authority to apply for and accept grant awards on behalf of the tribal government.

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."

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 begin **Step 2 of the application submission process** by reviewing the Standard Applicant Information in JustGrants, making edits as needed, confirming the Authorized Representative, verifying the legal name and address, and entering the ZIP code(s) for the areas affected by the project.

Summary of Expenses by Category (uploaded attachment in JustGrants)

Applicants must submit a summary of actual expenses from calendar year 2023 (in categories such as law enforcement, prosecution, indigent defense, pre-trial services, corrections, and probation). Requests for reimbursement must be based on actual costs attributed to STCJ

cases in each category. If a participating tribe has newly implemented STCJ and therefore cannot submit 12 months' worth of expenses for calendar year 2023, or if the tribe will begin implementing STCJ on a date certain in calendar year 2024, the participating tribe may use estimated amounts for each category of expense. Applicants are not required to submit supporting documentation for claimed expenses but must retain all such documentation on file, as described in the Program Requirements section of this notice and 28 C.F.R. §§ 90.34, 90.35, and 90.39.

Eligible Expenses: Eligible expenses are described in detail in the Program Scope section of this notice and 2 C.F.R. § 90.36. Costs must be incurred in response to a report of a covered crime committed by a non-Indian, but there does not need to be an arrest or a prosecution for the offense. Ineligible expenses include those associated with planning to exercise STCJ, such as code drafting, and training for criminal justice personnel, court personnel, or others. These costs may be supported with OVW grant funding, however. The following table illustrates the types of expenses that may be covered with reimbursement funding, grant funding, or both:

Examples of Costs	Grant	Reimbursement
Planning how to include non-Indians in jury pools	X	
Hiring consultant to draft/revise criminal code to implement STCJ	X	
Training criminal justice personnel on new code provisions	X	
Training criminal justice personnel on new code provisions	X	
Putting code online/making it publicly available	X	
Travel to ITWG meetings	X	
Paying for indigent defense counsel	X	
Corrections costs for housing offender	X	X
Health care for offender in custody	X	X
Salary of personnel for time spent working on STCJ cases	X	X
Victim services	X	X
Offender treatment (e.g., BIP, sex offender management)	X	X
Paying compensation to jurors on STCJ cases	X	X

OVW reimbursement awards are governed by 2 C.F.R. Part 200 and the [DOJ Financial Guide](#), as applicable, 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.

Funding Restrictions

The following information is provided to help applicants develop a reimbursement request consistent with program requirements.

Unallowable Costs

The costs associated with the activities listed below are unallowable and must not be included in applicants' summary of expenses:

1. Lobbying.
2. Fundraising.
3. Purchase of real property.

4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
5. Construction.

Pre-Award Costs

Pre-award costs are not allowed under this program.

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 that do not have a current negotiated (including provisional) indirect cost rate, except for those non-federal entities described in [Appendix VII to Part 200 paragraph \(d\)\(1\)\(B\)](#), may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC).

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.

Additional Application Components

The following components must be included with the application. Failure to do so may result in a delay in award of the initial allocation. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

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 any other federal, state, or local government funds should a reimbursement award be made. A sample Letter of Nonsupplanting is available on the [OVW website](#).

Summary Data Sheet

Each applicant must submit, as an attachment in JustGrants, a Summary Data Sheet with the following information:

1. Name, title, address, telephone number, and email address for the reimbursement award point of contact. This person must be an employee of the applicant.
2. 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.

Pre-Award Risk Assessment

Each applicant must submit, as an attachment in JustGrants, responses to the questions below, which 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 a delay in award of the initial allocation.

1. Will all funds used for reimbursements under this program 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 by eligible reimbursement category? Provide a brief summary of the organization's process for tracking expenditures.
 4. Does the applicant have effective internal controls in place to ensure that federal funds are used solely to reimburse eligible expenses? Provide a brief description of the applicant's internal controls that will provide reasonable assurance that the reimbursement award funds will be managed properly.
 5. 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.
 6. 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.
 7. 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.
 8. 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 reimbursable activities (2 C.F.R. 200.430)? Provide a brief description of the organization's established timekeeping policies and procedures.
 9. 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.

Disclosures and Assurances

All applicants must review, complete, and submit all disclosures, assurances, and certifications as described below.

DOJ Certifications and Assurances for the Tribal Reimbursement Program

Applicants must read and acknowledge the DOJ Certifications and Assurances for the Tribal Reimbursement Program in JustGrants.

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

Applicants must read and acknowledge these DOJ certifications in JustGrants.

Declaration and Certification at Application Submission

Applicants must read and acknowledge these declarations and certifications in JustGrants. This includes the certification of eligibility as shown in the Eligibility Information section of this notice. Applicants first implementing STCJ in calendar year 2024 also must attach, under Additional Attachments in JustGrants, a letter as described in the Eligibility Information section of this notice.

Prior to Application Submission

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

Entities applying for the first time must register with the following systems:

- SAM.gov: Registration with [SAM.gov](https://sam.gov) includes receiving a UEI and takes an average of **2 to 3 weeks**.
- Grants.gov: Registration with [Grants.gov](https://grants.gov) takes an average of **1 week**.
- JustGrants: Registration with JustGrants needs to be completed **ONLY** after successful submission of Step 1 of the application for reimbursement as described below under [How to Apply](#).

Note: Registration time frames are estimates. Applicants experiencing registration challenges should use the contact information below for addressing technical difficulties with each system.

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.

OVW strongly encourages all applicants to begin the registration process, or ensure that all accounts are active and up to date, by **December 26, 2023. Failure to do so may result in missing the application deadline and therefore a delay in award of initial allocation.**

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.

How to Apply

Submission Dates and Times

All applications for reimbursement must be submitted electronically first in Grants.gov (SF-424) and then in JustGrants. **Applicants must make every effort to submit their application in Grants.gov and JustGrants. Note: The Grants.Gov deadline is 11:59 pm ET on January 23, 2024, and the JustGrants application deadline is 8:59 pm ET on January 25, 2024.**

Applicants experiencing technical difficulties should refer to the contact information above for technical support. If an applicant must submit their application via email due to a technical difficulty, they must do so by the JustGrants application deadline.

OVW strongly encourages all applicants to begin the application submission process at least 48 hours prior to the Grants.gov application deadline. Applicants anticipating late submission should contact OVW via email at OVW.TribalJurisdiction@usdoj.gov to provide an explanation for the delay and anticipated submission date. Submitting the application after the deadline may prevent OVW from making a reimbursement award or result in a delay in award of initial allocation.

Submission Information and Other Submission Requirements

Applications for reimbursement must be submitted to OVW through a two-step process that begins in Grants.gov and is completed in JustGrants:

Step 1: The applicant must submit by the Grants.gov deadline (11:59 pm ET on January 23, 2024) the required Application for Federal Assistance standard form (SF-424) in Grants.gov. To view the form prior to completing it in Grants.gov, applicants can go to the Package tab under the funding opportunity that they're applying for and select Preview. The Preview then provides a link to the form.

Step 2: The applicant must then submit the full application for reimbursement, including attachments, in JustGrants at <https://justicegrants.usdoj.gov/> by the JustGrants application deadline (8:59 pm ET on January 25, 2024). OVW encourages applicants to review the [JustGrants](#) website for more information, resources, and training.

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

Application Review Information

Review Criteria and Selection Process

All applications that are considered for reimbursement awards will be subject to a programmatic review. The programmatic review consists of assessing the application for eligibility, compliance with the program's statute, regulations, and scope, and review of eligible expenses.

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.

Pursuant to 28 C.F.R. § 90.41, if reimbursement of specific expenses is denied, the participating tribe may request review of the denial via a letter to the OVW Director stating the reason why the denied expense was eligible for reimbursement. OVW must receive the letter within 30 calendar days of the denial. The OVW Director will review the letter and notify the participating tribe of a final decision within 30 days of receipt of the letter.

High-Risk Recipients

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

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 reimbursement 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 is available on [OVW's website](#) in the Guide to Post-Award Requirements for the Tribal Reimbursement Program.

General terms and conditions for the Tribal Reimbursement Program 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 recipients 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 recipients can be found on the [OVW website](#) in the Guide to Post-Award Requirements for the Tribal Reimbursement Program 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 have meaningful access to recipients' programs and activities. Recipients are also responsible for ensuring that their programs and activities are readily accessible to people with disabilities, including those with physical or cognitive disabilities, as well as people 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 accessible. More information on these obligations is available on the [OVW website](#) in the Guide to Post-Award Requirements for the Tribal Reimbursement Program under "Civil Rights Compliance."

General Information about Post-Federal Award Reporting Requirements

Financial and performance reports are not required for this program.

Federal Awarding Agency Contact(s)

For assistance with the requirements of this notice of reimbursement opportunity, contact the following:

- Programmatic questions, contact this program at 202-307-6026 or OVW.TribalJurisdiction@usdoj.gov and reference this solicitation.
- 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 - Paperwork 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, easily understood, and not unnecessarily burdensome. 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 review, OVW will contact applicants for missing items.

Application Document	Date Completed
1. Application for Federal Assistance: SF-424	
2. Summary of Expenses by Category (attachment)	
3. Indirect Cost Rate Agreement (if applicable)	

Application Document	Date Completed
4. Letter of Nonsupplanting	
5. Summary Data Sheet	
6. Pre-Award Risk Assessment	
7. Certification of Eligibility (final step in application submission in JustGrants)	
8. Letter from Tribes First Implementing STCJ in Calendar Year 2024 (if applicable)	