**OVW FY 2024 Tribal Governments Program Application: Proposal Narrative Sample**

*Grants.gov Opportunity Number: O-OVW-2024-171917*

**Brief Instructions**

This completed Proposal Narrative Sample may be submitted to fulfill the Proposal Narrative application requirements for the FY24 Tribal Governments Program grant application. This document may be saved and uploaded to JustGrants with the applicant’s application as a Word or PDF file. The file should be Saved As/Named: APPLICANTNAME\_TGP\_NARRATIVE. This document should not exceed 20 pages when submitted.

Please note that **ALL** three sections within this template must be completed if submitting as the application Proposal Narrative. The three sections include:

* Purpose of Proposal
* What Will Be Done
* Who Will Implement

This Proposal Narrative Sample is not a requirement, and applicants may choose to submit the standard Proposal Narrative. Guidance can be found on pp 14-16 of the FY24 Tribal Governments Program solicitation found on the [OVW Open Solicitations page](https://www.justice.gov/ovw/open-solicitations).

The grants.gov deadline for this solicitation is 11:59 pm ET on April 24, 2024 and the JustGrants deadline is 8:59pm ET April 25, 2024.

**Pre-Application Information Session(s)**

OVW will conduct weekly, optional web-based Pre-Application Information Sessions. During these sessions, OVW staff will answer questions about the solicitation and application process. These sessions will be held every Wednesday, starting January 31 and ending April 24 from 5:30pm-6:30pm ET. [Registration](https://www.zoomgov.com/j/1603257263?pwd=NzZmUFpzcElUYkZVd21PVGhBNGo1Zz09) is required to attend these sessions.

In addition, OVW will post a pre-recorded Pre-Application Information Session on its website. Listening to this session is optional and not a requirement to be eligible to apply. The session is tentatively scheduled to be available by January 25, 2024 on the [OVW website](https://www.justice.gov/ovw/resources-applicants#Program Specific).

# Purpose of the Proposal – 15 Points

Complete this section in its entirety.

|  |  |
| --- | --- |
| **Purpose of the Proposal:** |  |
| Applicant Name |  |
| 1. Application Type | New, 36-month project period (Must have a Tribal Governments Program award that is FY21 or older or do not have a current, or recent, Tribal Governments Program award)  Continuation, 24-month project period (Must have an FY21 Tribal Governments Program award) |
| 2. Describe the communities in the service area, including but not limited to: traditionally underserved populations, such as communities of color, people with disabilities, people who are Deaf or hard of hearing, persons with limited English proficiency, older adults, and LGBTQ+ communities. |  |

|  |  |  |
| --- | --- | --- |
| **Purpose of the Proposal: Project Purpose Area(s) and Explanation of Need** | |  |
| **3. Statutory Purpose Areas:** Check all applicable purpose areas. Select only purpose areas that will be funded by this project. | | **4. Explanation of Need**: Provide an explanation for the selected purpose area(s). Explanations may include how the proposed project is responding to a current, or emerging, need; how the project is complementing other services; how the project is filling service gaps; how the project is improving services for victims; etc. |
|  | 1. Develop and enhance effective plans for the Tribal Government to respond to crimes against Indian women |  |
|  | 1. Increase tribal capacity to respond to domestic violence/dating violence, sexual assault, and stalking crimes against Indian women. |  |
|  | 1. Strengthen tribal justice interventions including tribal law enforcement, prosecution, courts, probation, and correctional facilities. |  |
|  | 1. Enhance services to Indian women victimized by domestic violence/dating violence, sexual assault, and stalking. |  |
|  | 1. Work in cooperation with the community to develop education and prevention strategies directed toward issues of domestic violence/dating violence and stalking programs and to address the needs of children exposed to domestic violence. |  |
|  | 1. Provide programs for supervised visitation and safe visitation exchange of children in situations involving domestic violence/dating violence, sexual assault, or stalking committed by one parent against the other with appropriate security measures, policies, and procedures to protect the safety of victims and their children. |  |
|  | 1. Provide transitional housing for victims of domestic violence/dating violence, sexual assault, or stalking, including rental or utilities payments assistance and assistance with related expenses such as security deposits and other costs incidental to relocation to transitional housing, and support services to enable a victim of domestic violence/dating violence, sexual assault, or stalking to locate and secure permanent housing and integrate into a community. |  |
|  | 1. Provide legal assistance necessary to provide effective aid to victims of domestic violence/dating violence, stalking, or sexual assault who are seeking relief in legal matters arising as a consequence of that abuse or violence, at minimal or no cost to victims. |  |
|  | 1. Develop and promote legislation and policies that enhance best practices for responding to violent crimes against Indian women, including the crimes of domestic violence, dating violence, sexual assault, sex trafficking, and stalking. |  |
|  | 1. Provide services to address the needs of youth who are victim provide services to address the needs of youth who are victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking and the needs of youth and children exposed to domestic violence, dating violence, sexual assault, or stalking, including support for the nonabusing parent or the caretaker of the youth or child. |  |
| ☐ | 1. Develop, strengthen, and implement policies, protocols, and training for law enforcement regarding cases of missing or murdered Indians, as described in section 5704 of title 25; |  |
| ☐ | 1. Compile and annually report data to the Attorney General related to missing or murdered Indians, as described in section 5705 of title 25. |  |

# What Will be Done – 60 Points

The application must provide a clear link between the proposed activities and the need identified in the “Purpose of the Proposal” section, above. Do not include any of the activities listed as unallowable costs in the Funding Restrictions section of this solicitation. Applicants can submit additional pages to capture all project Goals, if needed.

|  |  |
| --- | --- |
| **What Will be Done: Project Plan**  1. State the project goals and related activities. Include the project timeline (listed by year then month or quarter) and list the staff or partner(s) responsible for each activity. |  |
| Goal 1 |  |
| Activities |  |
| Timeline |  |
| Staff/Partner Responsible |  |
| 2. State whether the proposed project will establish new programming and/or expand existing programming. |  |
| 3. Describe how the proposed project will address the unique needs of the traditionally underserved populations identified in the Purpose of the Proposal section, above, as it relates to the selected Purpose Area(s). |  |

|  |  |
| --- | --- |
| **What Will be Done: Project Plan**  1. State the project goals and related activities. Include the project timeline (listed by year then month or quarter) and list the staff or partner(s) responsible for each activity. |  |
| Goal 2 |  |
| Activities |  |
| Timeline |  |
| Staff/Partner Responsible |  |
| 2. State whether the proposed project will establish new programming and/or expand existing programming. |  |
| 3. Describe how the proposed project will address the unique needs of the traditionally underserved populations identified in the Purpose of the Proposal section, above, as it relates to the selected Purpose Area(s). |  |

|  |  |
| --- | --- |
| **What Will be Done: Project Plan** 1. State the project goals and related activities. Include the project timeline (listed by year then month or quarter) and list the staff or partner(s) responsible for each activity. |  |
| Goal 3 |  |
| Activities |  |
| Timeline |  |
| Staff/Partner Responsible |  |
| 2. State whether the proposed project will establish new programming and/or expand existing programming. |  |
| 3. Describe how the proposed project will address the unique needs of the traditionally underserved populations identified in the Purpose of the Proposal section, above, as it relates to the selected Purpose Area(s). |  |

|  |  |
| --- | --- |
| **What Will be Done:** |  |
| 4. If applicable, describe how the proposed project will address the OVW Priority Area: Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses. |  |
| 5. Describe how the proposed project will improve accessibility for people with disabilities and people who are Deaf or hard of hearing. |  |
| 6. Describe how the proposed project will improve accessibility for people with limited English proficiency. |  |
| 7. Describe how survivors and other people with relevant lived experiences have helped formulate and/or will be involved in shaping and implementing the project. |  |

# WHO WILL IMPLEMENT – 15 Points

Applicants can submit additional pages to capture all staff and partners, if needed.

|  |  |
| --- | --- |
| **Who Will Implement: Key People and Partners**  1. Identify the key people and organizations, including project partners involved in the proposed project. Provide their position title, percentage of time allocated to the project, responsibilities, and qualifications. |  |
| Staff Member (if known) or Partner Organization |  |
| Position/Title |  |
| Percentage of Time/Effort |  |
| Summary of Duties/Responsibilities |  |
| Qualifications |  |

|  |  |
| --- | --- |
| **Who Will Implement: Key People and Partners**  1. Identify the key people and organizations, including project partners involved in the proposed project. Provide their position title, percentage of time allocated to the project, responsibilities, and qualifications. |  |
| Staff Member (if known) or Partner Organization |  |
| Position/Title |  |
| Percentage of Time/Effort |  |
| Summary of Duties/Responsibilities |  |
| Qualifications |  |

|  |  |
| --- | --- |
| **Who Will Implement: Key People and Partners**  1. Identify the key people and organizations, including project partners involved in the proposed project. Provide their position title, percentage of time allocated to the project, responsibilities, and qualifications. |  |
| Staff Member (if known) or Partner Organization |  |
| Position/Title |  |
| Percentage of Time/Effort |  |
| Summary of Duties/Responsibilities |  |
| Qualifications |  |

|  |  |
| --- | --- |
| **Who Will Implement: Key People and Partners**  1. Identify the key people and organizations, including project partners involved in the proposed project. Provide their position title, percentage of time allocated to the project, responsibilities, and qualifications. |  |
| Staff Member (if known) or Partner Organization |  |
| Position/Title |  |
| Percentage of Time/Effort |  |
| Summary of Duties/Responsibilities |  |
| Qualifications |  |