

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



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# OVW Fiscal Year 2021 Enhanced Training and Services to End Abuse in Later Life Program

## Solicitation

<b>Assistance Listing Number #</b>	16.528
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<b>Grants.gov Deadline:</b>	March 18, 2021 11:59 PM
<b>Application JustGrants Deadline:</b>	March 23, 2021 11:59 PM

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### 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, State governments, Other

### Other

Eligible applicants are limited to: States; units of local government; tribal governments or tribal organizations; population specific organizations with demonstrated experience in assisting individuals over 50 years of age; victim service providers with demonstrated experience in addressing domestic violence, dating violence, sexual assault, and stalking; and state, tribal, or territorial domestic violence or sexual assault coalitions. 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.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) by March 2, 2021. 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 Sessions**

OVW will post a pre-recorded Pre-Application Information Session on the [OVW website](#). This session is tentatively scheduled to be available by February 9, 2021. 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.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov). Alternatively, interested parties may call OVW at 202-307-6026.

### **Submission Information**

**Registration:** To submit an application, all applicants must obtain a Data Universal Number System (DUNS) number and register online with the System for Award Management (SAM) and with Grants.gov. To ensure sufficient time to complete the registration process, applicants must obtain a DUNS number and register online with SAM and with Grants.gov immediately, but no later than March 2, 2021.

**Submission:** Applications for this program will be submitted through a **NEW** two-step process: (1) submission of the **SF-424 and SF-LLL** in Grants.gov and (2) submission of the **full application** including attachments in the Justice Grants System (JustGrants). Submit the SF-424 and SF-LLL as early as possible, but not later than 24-48 hours before the Grants.gov deadline. For technical assistance with Grants.gov, contact Grants.gov Applicant Support at 1-800-518-4726 or support@grants.gov. For technical assistance with JustGrants, contact OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov.

For more information about registration and submission, see the Application and Submission Information section of this solicitation.

### **Notification**

OVW anticipates notifying applicants of funding decisions by October 1, 2021.

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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. § 12421

## About this OVW Program

This program is authorized by 34 U.S.C. § 12421. The Enhanced Training and Services to End Abuse in Later Life Program (Abuse in Later Life Program) (CFDA # 16.528) supports a comprehensive approach to addressing abuse in later life, including domestic violence, dating violence, sexual assault, stalking, neglect, and exploitation committed against victims who are 50 years of age or older (hereinafter “older victims”) . 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](#)
- Examples of successful projects in OVW's most recent report to Congress on the effectiveness of VAWA grant programs: [2018 Biennial Report](#)

## 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.

## Purpose Areas

### Mandatory Purpose Areas

Pursuant to 34 U.S.C. § 12421(b)(2)(A), funds under this program must be used for one or more of the following purposes:

1. Providing training programs to assist law enforcement agencies, prosecutors,

agencies of states or units of local government, population specific organizations, victim service providers, victim advocates, and relevant officers in federal, tribal, state, territorial, and local courts in recognizing and addressing instances of elder abuse.

2. Providing or enhancing services for victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.
3. Establishing or supporting multidisciplinary collaborative community responses to victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.
4. Conducting cross-training for law enforcement agencies, prosecutors, agencies of states or units of local government, attorneys, health care providers, population specific organizations, faith-based advocates, victim service providers, and courts to better serve victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.

Applicants must engage in activities outlined in each of the four mandatory purpose areas; however, pursuant to 34 U.S.C. § 12421(b)(2)(C), applicants may request that OVW waive one or more of the mandatory purpose area activities. All applicants requesting such a waiver must clearly demonstrate either that the mandatory purpose area(s) was/were sufficiently addressed during their initial Abuse in Later Life award or that using grant funds for the specified activities would duplicate existing services available in the community. OVW will decide whether to grant the waiver during programmatic review of the application. If OVW denies the waiver, the applicant will be required to submit a revised budget and proposal narrative with no increase to the total award amount.

### **Permissible Purpose Areas**

Pursuant to 34 U.S.C. § 12421(b)(2)(B), Abuse in Later Life Program funds may be used for the following purposes:

1. Providing training programs to assist attorneys, health care providers, faith-based leaders, or other community-based organizations in recognizing and addressing instances of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.
2. Conducting outreach activities and awareness campaigns to ensure that victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect, receive appropriate assistance. (Pursuant to 34 U.S.C. § 12421(b)(2)(D), activities under this purpose area are limited to ten percent of total award funds.)

### **Statutory Priority Area**

The Abuse in Later Life Program statute requires that priority be given to proposals providing services to culturally specific and underserved populations. 34 U.S.C. § 12421(b)(4). The term

“culturally specific populations” refers to American Indians (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians and other Pacific Islanders, Blacks, and Hispanics. See 34 U.S.C. § 12291(a)(6); 42 U.S.C. § 300u-6(g). The term “underserved populations” means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, and populations underserved because of “special needs” (such as language barriers, disabilities, alienage status, or age). See 34 U.S.C. § 12291(a)(39). Applications proposing to meaningfully increase access to services for these populations will be given special consideration.

## **OVW Priority Areas**

In FY 2021, OVW is interested in supporting the priority area(s) identified below. Applications proposing activities in the following areas will be given special consideration.

1. Reduce violent crime against women and promote victim safety through investing in law enforcement, increasing prosecution, and promoting effective prevention.

## **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. 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. 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](#).
2. Supporting criminal justice/investigative positions. Personnel costs for criminal justice/investigative professionals are permitted only to cover time spent conducting or

attending training required by this program. Funds may not be used to compensate personnel for the performance of criminal justice/investigative duties.

3. Curriculum development. OVW has worked closely with national technical assistance providers with relevant expertise in abuse in later life, violence against women, and curriculum development to create training materials. These materials must be used for the trainings funded under this program.

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 three 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**

9

#### **Anticipated Maximum Dollar Amount of Awards**

\$400,000.00

#### **Period of Performance Start Date**

10/1/21 12:00 AM



**Period of Performance Duration (Months)**

36

**Anticipated Total Amount to be Awarded Under Solicitation**

\$3,400,000.00

**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 2021 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 program, the substantial involvement includes working with grantees to develop local training teams to provide trainings and cross-trainings on abuse in later life and working with grantees to develop strategic plans addressing outreach and direct services for older victims.

**Award Period and Amounts**

New applicants: The award period is 36 months. Budgets must reflect 36 months of project activity, and the total “estimated funding” on the SF-424 must reflect 36 months. OVW anticipates that the award period will start on October 1, 2021.

Continuation applicants: The award period is 24 months. Budgets must reflect 24 months of project activity, and the total “estimated funding” on the SF-424 must reflect 24 months. OVW anticipates that the award period will start on October 1, 2021.

This program typically makes awards in the range of \$300,000 to \$400,000. OVW estimates that it will make up to nine awards for an estimated \$3,400,000.

Funding levels under this program for FY 2021 are:

New applicant awards will be made for up to \$400,000 for the entire 36 months.

Continuation applicant awards will be made for up to \$300,000 for the entire 24 months.

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 Awards**

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This program typically makes awards in the range of \$300,000 to \$400,000. OVW estimates that it will make up to nine awards for an estimated \$3,400,000.

Funding levels under this program for FY 2021 are:

New applicant awards will be made for up to \$400,000 for the entire 36 months.

Continuation applicant awards will be made for up to \$300,000 for the entire 24 months.

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 2021, OVW will accept applications for this program from the following:

New: Applicants that have never received funding under this program or whose previous funding under this program expired on or before March 1, 2020.

Continuation: Applicants that have an existing or recently closed (after March 1, 2020.) award under this program. Continuation funding is not guaranteed.

Recipients of an FY 2019 or FY 2020 award under this program are NOT eligible to apply as the lead applicant or as a partner/subrecipient on an FY 2021 proposal. Likewise, an organization that is a partner/subrecipient on an FY 2019 or FY 2020 award is not eligible to apply as the lead applicant or as a partner/subrecipient on an FY 2021 proposal.

**Note:** Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of March 31, 2021 without adequate justification may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2021.

## **Mandatory Program Requirements**

Training/Cross-Training: New Applicants

New applicants that receive funding under the Abuse in Later Life Program will be required to engage in the following activities:

1. Grantee Orientation: Each grantee must send one management/leadership level representative from each of its four required Memorandum of Understanding (MOU) partners and the project coordinator to a three-day grantee orientation. Attendance at orientation may require participants to travel to this OVW-sponsored event. Applicants must include funds in their budgets to send five participants to this event.
2. Law Enforcement "Training of Trainers" (TOT) Training : Each grantee must send a multidisciplinary training team (MDTT) to a three-day TOT. Attendance at this training may require participants to travel to this OVW-sponsored event. Applicants must include funds in their budgets to send participants to the TOT. MOU partner organizations must agree to send the following representatives: a law enforcement officer, a prosecutor, an advocate from the designated victim service provider, a representative from the program or agency with demonstrated experience in assisting individuals in later life, and the project coordinator. This commitment must be detailed in the MOU. It is highly recommended that grantees send two additional persons to the training as back-up trainers. A maximum of seven individuals may attend this event: six team members who will actively participate in the TOT and the project coordinator who will attend this event as an observer.
3. Law Enforcement Trainings: Each grantee must have its MDTT team provide one-day (eight-hour) local trainings for law enforcement. The trainings use a curriculum that has been developed by experts and approved by OVW. The number of trainings that will be held and a commitment from MOU partner organizations to provide trainers for these events must be detailed in the MOU. Due to the interactive nature of the training, the maximum recommended class size is 30 participants per class. The applicant must receive commitment(s) from law enforcement agency(ies) to send personnel to attend these local law enforcement trainings. Each law enforcement agency must detail this commitment in the required letter of commitment (see section on Letters of Commitment (LOCs) in the Content and Form of Application Submission section) that must be submitted with the application.
4. Advanced Law Enforcement Training: Applicants must include funds in their budgets to bring national expert(s) to their communities to provide advanced training locally for

detectives and investigators. The training uses a curriculum that has been developed by experts and approved by OVW. A commitment to hold this training event must be in the MOU. Each applicant must obtain a commitment(s) from law enforcement agency(ies) to send personnel to participate in this local training. Each law enforcement agency agreeing to have its personnel attend the local advanced training for detectives and investigators must detail the commitment(s) in the required LOC(s) (see section on LOCs in the Content and Form of Application Submission section) that must be submitted with the application. If a law enforcement agency is committing to send personnel to both the local eight-hour and local advanced law enforcement training events, this commitment may be detailed in a single letter.

5. Prosecutors' Institute : Each applicant must obtain commitment(s) from prosecutors' office(s) in its jurisdiction to have prosecutors attend the National Institute on the Prosecution of Elder Abuse, a three-day course designed to challenge prosecutors to reevaluate their approach to prosecuting elder abuse cases. The commitment must be shown in the required LOC(s) from participating prosecutors' offices agreeing to have their personnel attend these trainings (see section on LOCs in the Content and Form of Application Submission section) that must be submitted with the application. The commitment by the prosecutor's office serving as an MOU partner to send prosecutor(s) to this event must be detailed in the MOU. Attendance at this institute may require participants to travel to this OVW-sponsored training event. Applicants must include funds in their budget to send prosecutors to this institute.
6. Judicial Institute: Each applicant must agree to encourage judges in its jurisdiction to attend a four-day national judicial institute on elder abuse, neglect, and exploitation. This "commitment to encourage" must be detailed in the MOU. Attendance at this institute may require participants to travel to this OVW-sponsored training event. Applicants must include funds in their budgets to send judges to this institute. The faculty for this judicial education event will be judges and other national experts, and attendance is restricted to judges. Grantees are strongly encouraged to have judges/magistrates attend the institute to develop a better understanding of the role of the criminal/civil justice system in addressing elder abuse in their community.
7. Direct Services TOT: At a minimum, each applicant must agree to send representatives from two MOU partners (one from the victim service provider and one from the program or agency with demonstrated experience in assisting individuals in later life) and the project coordinator to a three-day TOT on providing services to older victims. This agreement must be detailed in the MOU. Attendance may require participants to travel to this OVW-sponsored training event. Applicants must include funds in their budgets to send participants to this TOT.
8. Direct Services Cross-Training: Each grantee must have trainers from two MOU partners (one from the victim service provider and one from the program or agency with demonstrated experience in assisting individuals in later life) provide local one-day

cross-trainings to agencies of states or units of local government, attorneys, health care providers, population specific organizations, faith-based advocates, and victim service providers. The number of trainings that will be held and the commitment(s) from the organizations providing trainers for these events must be detailed in the MOU. The one-day cross-training uses a curriculum that has been developed by national organizations and experts and approved by OVW. The applicant must receive commitments from agencies of states or units of local government, attorneys, health care providers, population specific organizations, faith-based advocates, and/or victim service providers to attend these local one-day direct services cross-trainings. Each organization/agency must detail this commitment in the required LOC(s) (see section on LOCs in the Content and Form of Application Submission section) that must be submitted with the application.

9. Kickoff/Coordinated Community Response (CCR) Events: Each applicant and its project partners must agree to conduct a local full day two part cross-training. The first half of the day will consist of a “Kickoff” event for law enforcement agencies, prosecutors, agencies of states or units of local government, attorneys, health care providers, population specific organizations, faith-based advocates, victim service providers, and courts working with older victims and will focus on helping each discipline develop a better understanding of the role each one plays in addressing elder abuse in their community. The second half of the day will consist of a CCR event allowing the CCR members to meet and discuss the role that the CCR will play in the implementation of the project. The trainers (including travel costs) for this event will be provided by the OVW Abuse in Later Life Program’s TA Provider. Grantees will be responsible for providing the venue for this local event.

**Training/Cross-Training: Continuation applicants**

Continuation applicants must attend New Grantee Orientation and will be permitted to engage in other training activities based on the needs of their continuation projects. Applicants should clearly identify which trainings their projects will include and detail why the additional training is needed in the “What Will Be Done” section of the application. Funds should be included in the budget to cover the costs associated with participating in the chosen trainings.

**CCRs: New and continuation applicants**

Each partner must agree to establish or support a multidisciplinary CCR addressing abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect, and provide details about efforts to establish or support the CCR in the MOU. OVW will provide intensive and comprehensive TA to assist grantees. Each project partner will engage in a review of its own policies and protocols to determine the extent to which they are designed to aid in improving the identification, investigation, prosecution, and adjudication of cases of elder abuse, exploitation and neglect, including sexual assault, domestic violence, dating violence, and stalking. A list of stakeholders that would be invited to participate in the CCR must be included in the MOU.

### Providing or Enhancing Services for Older Victims: **New applicants**

Each new applicant must agree to engage in a two-phase effort to provide services to older victims and detail these efforts in the MOU. All applicants are required to allocate funds (a minimum of 25% of the proposed budget for new applicants) for outreach and direct services for older victims:

#### 1. Planning phase:

Grantees will work with OVW and Abuse in Later Life Program TA providers to establish the groundwork for developing or enhancing outreach and services to older victims. The planning phase will be for 12-18 months. The planning phase must include, but is not limited to, the following activities:

Grantees will conduct a community needs assessment that may include: reviewing agency policies and protocols to ensure that they are inclusive of older victims, providing training to staff, and developing a strategic plan for outreach and service delivery that will be submitted to OVW for review and approval prior to release of funds for the implementation phase.

#### 2. Implementation Phase:

Funds included in the budget for the implementation phase will be placed on hold through an award condition and grantees will not have access to these funds until OVW determines the grantee has successfully completed the planning phase. The planning phase is complete when the grantee has established an acceptable proposed use of funds that address the needs of older victims as identified during the community needs assessment, and has a strategic plan in place. Upon receipt of OVW approval of the strategic plan for outreach and service delivery, grantees will begin outreach and the delivery of services to older victims and will work with OVW and OVW TA providers to successfully execute their strategic plans.

### Providing or Enhancing Services for Older Victims: **Continuation applicants**

Each continuation applicant must agree to provide outreach and services for older victims. All applicants are required to allocate funds (a minimum of 33% of the proposed budget for continuation applicants) for outreach and direct services for older victims.

#### Critical Assessment:

Grantees will be required to reexamine the outreach and services funded under the initial Abuse in Later Life award to ensure that they continue to meet the needs of older victims and address challenges in service provision that occurred during the previous project. This review will take place within six months of the project start date.

### **New and continuation applicants**

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

1. OVW-sponsored training and technical assistance (TTA).

2. 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.

## **Eligibility Information**

### **Eligible Applicants**

Pursuant to 34 U.S.C. § 12421(b)(3), the following entities are eligible to apply for this program:

Eligible entities for this program are:

1. States;
2. Units of local government;
3. Tribal governments or tribal organizations;
4. Population specific organizations with demonstrated experience in assisting individuals over 50 years of age;
5. Victim service providers with demonstrated experience in addressing domestic violence, dating violence, sexual assault, and stalking; and
6. State, tribal, or territorial domestic violence or sexual assault coalitions.

State:

For the purposes of this grant program, a state is defined to include all states, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands. See 34 U.S.C. § 12291(a)(31).

Unit of Local Government:

For the purpose of this grant program, a unit of local government is any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a state. See 34 U.S.C. § 12291(a)(40). Pursuant to 28 C.F.R. § 90.2(g), the following are not considered units of local government and are not eligible to apply as the lead applicant – police departments, pre-trial service agencies, district or city attorneys' offices, sheriffs' departments, probation and parole departments, and universities. These entities may assume responsibility for the development and implementation of the project but must have their state, tribal government, or unit of local government apply as the lead applicant.

Tribal Government:

For the purposes of this program, tribal government is defined as the governing body of an Indian tribe or a tribe, band, pueblo, nation, or other organized group or community of Indians,

including any Alaska Native village or regional or village corporation (as defined in, or established pursuant to, the Alaska Native Claims Settlement Act (43 U.S.C. 1601 et seq.)), that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. See 34 U.S.C. § 12291(a)(36).

**Indian Tribe:**

For purposes of this program, Indian tribe is defined as a tribe, band, pueblo, nation, or other organized group or community of Indians, including any Alaska Native village or regional or village corporation (as defined in, or established pursuant to, the Alaska Native Claims Settlement Act (43 U.S.C. 1601 et seq.)), that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. See 34 U.S.C. § 12291(a)(16).

**Tribal Organization:**

For the purposes of this program, tribal organization is defined as the governing body of any Indian tribe; any legally established organization of Indians which is controlled, sanctioned, or chartered by such governing body of a tribe or tribes to be served, or which is democratically elected by the adult members of the Indian community to be served by such organization and which includes the maximum participation of Indians in all phases of its activities; or any tribal nonprofit organization. See 34 U.S.C. § 12291(a)(38).

Any applicant representing a consortium of tribal governments and/or organizations must submit a resolution or legal equivalent from the constituent tribal governments and/or organizations supporting the application.

**Population Specific Organization:**

For purposes of this program, a population specific organization is a nonprofit, nongovernmental organization that primarily serves members of a specific underserved population and has demonstrated experience and expertise providing targeted services to members of that specific underserved population. See 34 U.S.C. § 12291(a)(21).

For purposes of this program, a victim service provider is a nonprofit, nongovernmental or tribal organization or rape crisis center, including a state or tribal domestic violence and/or sexual assault coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including a domestic violence shelter, faith-based organization or other organization, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking. 34 U.S.C. § 12291(a)(43). Victim service providers must provide direct services to victims of domestic violence, dating violence, sexual assault, or stalking as one of their primary purposes and have a demonstrated history of effective work in this field.

**State, Tribal, or Territorial Coalition:**

For purposes of this program, a state, tribal, or territorial domestic violence or sexual assault



coalition is a coalition recognized by OVW pursuant to 34 U.S.C. § 10441(d)(2)(A), determined by the Secretary of Health and Human Services under 42 U.S.C. § 10411, or determined by the Centers for Disease Control and Prevention under the Public Health Service Act (42 U.S.C. §§ 280b et seq.). See 34 U.S.C. § 12291(a)(32), (33), & (35).

#### Faith-Based and Community Organizations

Faith Based and community 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).

#### 501(c)(3) Status

Any entity that is eligible for this program based on its status as a nonprofit organization must be an organization that is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code. See 34 U.S.C. § 12291(b)(16)(B)(i).

#### Executive Order 13929 Safe Policing for Safe Communities

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2021 DOJ discretionary grant funding, either as a recipient or a subrecipient. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency’s use of force policies adhere to all applicable federal, state, and local laws; and (2) the agency’s use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. For detailed information on this new certification requirement, see [Safe Policing](#) to access the Standards for Certification on Safe Policing for Safe Communities, Implementation Fact Sheet, and List of Designated Independent Credentialing Bodies.

#### **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)(16)(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 2021 solicitation.

### Required Partnerships

Each applicant must demonstrate that it is part of a multidisciplinary partnership. This required partnership must be detailed in a MOU that is signed by the Authorized Representative of, at a minimum, the following four required partners (34 U.S.C. § 12421(b)(3)(B)):

1. At least one law enforcement agency.
2. At least one prosecutor's office.
3. At least one victim service provider.
4. At least one nonprofit program or government agency with demonstrated experience in assisting individuals in later life.

See Eligible Applicants section above for the definition of victim service provider.

### Limit on Number of Applications

OVW will consider only one application per organization for the same service area. 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 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 [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) or Kimberly Shamberger at 202-514-7998.

**Pre-Application Information Session:** 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 February 9, 2021 on the [OVW website](#). **The session will be captioned in English and Spanish.**

**Interested applicants needing additional language assistance should contact this program at [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) or at 202-514-7998 as soon as possible, but no later than February 9, 2021.**

### **Content and Form of Application Submission**

The information below (“**Letter of Intent**” through “**Submission Dates and Times**”) describes the full content and form of application submission.

#### **Letter of Intent**

Applicants intending to apply for FY 2021 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.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) by March 2, 2021. 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, unless otherwise noted. Points may be deducted for applications that do not adhere to the following requirements:

1. Double-spaced (Data Requested with Application, Pre-Award Risk Assessment, and 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 new applicants and no more than 25 pages for continuation applicants for the Proposal Narrative.
7. Word 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. Applications that do not include all of the following documents will be considered substantially incomplete and will not be considered for funding:

1. Data Requested with Application.
2. Proposal Narrative.

3. Budget Detail Worksheet and Narrative.
4. MOU
5. Letters of Commitment (LOCs) if applicable.

In addition, the Proposal Abstract is required, but failure to submit it will not result in removal from consideration.

## **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. For “Type of Applicant,” do not select “Other.” The amount of federal funding requested in the “Estimated Funding” section of this form must match the amount of federal funding requested in the budget section of the application package. This program does not require a match; therefore, the values for the Applicant line should be zero. The individual who is listed as “ **Authorized Representative**” 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 subject to Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs. Applicants must check the Office of Management and Budget’s website for the names and addresses of state [Single Points of Contact](#) (SPOC) under Intergovernmental Review. If the applicant’s state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state’s process under E.O. 12372. In completing the SF-424, such an applicant is to make the appropriate selection in response to question 19 once the applicant has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the following response: “Program is subject to E.O. 12372 but has not been selected by the state for review.”

### 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)**

Applicants must complete this web-based form in JustGrants, which 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.

## **Data Requested with Application**

The Data Requested with Application should be uploaded as an attachment in JustGrants. The following responses must be included:

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 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 minimal administrative activities. A fiscal agent applicant must list these subrecipients and 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 C.F.R. Part 200, as well as all project deliverables. In such situations, the fiscal agent must be an eligible applicant for the program.
3. Statement as to whether the applicant has expended \$750,000 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 is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code.
5. 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.
6. 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. If the applicant is not a nonprofit organization or is a nonprofit that does not use the safe-harbor procedure, provide a statement to that effect. For additional information about the safe-harbor procedure, see "Disclosure of Process Related to Executive Compensation" in the

Additional Required Information section of this solicitation.

7. Statement as to whether any proposed project partner/subrecipient is a recipient, or partner/subrecipient, on a current grant or pending application for this grant program. If a current grant, provide the year of the award and the role of the partner(s) on the award (recipient or project partner/subrecipient).
8. Statement as to whether the application addresses the OVW priority to reduce violent crime against women and promote victim safety through investing in law enforcement, increasing prosecution, and promoting effective prevention.
9. The law enforcement agency partnering on this project.
10. The prosecutor's office partnering on this project.
11. The victim service provider partnering on this project.
12. The nonprofit program or government agency with demonstrated experience in assisting individuals in later life partnering on this project.
13. The specific underserved or culturally specific population(s) the project will focus on (if applicable).
14. The regional area(s) (city, town, county, or unincorporated area) where this project will be implemented.
15. The population and square mileage of the region to be served.

## **Proposal Narrative**

The Proposal Narrative may not exceed 20 pages for new applicants or 25 pages for continuation applicants, double-spaced, and reviewers will not read beyond this page limit. The Proposal Narrative must include the following three sections. The total point value for the proposal narrative section is **45 points**. Applicants must upload the Proposal Narrative as an attachment in JustGrants.

### **Purpose of the Proposal (10 points)**

This section must describe:

1. The challenge or need faced by the community and how the goal/vision for the proposal will meet that need.
2. The communities to be served, including the geographic location and the percentage of over age 50 population in the service area and any available, relevant victimization rates.
3. Detail the current response to elder abuse, neglect, and exploitation for older victims within the proposed service area. This section must identify available services, as well as gaps and barriers in service provision.
4. If the applicant will use award funds to provide training, identify existing training and/or educational programs available for those working with older victims (example: law enforcement officers, prosecutors, court officers, advocates, adult protective services APS workers).
5. If the applicant will use award funds to provide training, explain why existing training and/or educational programs do not meet current needs.

6. Describe the need for project resources and how funding would alleviate that need. The need must directly relate to the stated gaps and barriers to providing services to older victims in the service area and (if applicable) the need to provide training and/or educational programs for those working with older victims.

Note: **New** applicants must address #4 and #5 above because they are required to use award funds to do training. **Continuation** applicants that are not planning to use award funds to do training do not need to address #4 and #5 and should state in this section that they are not planning to use grant funds to provide training.

### What Will Be Done (20 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 describe:

1. The approach to addressing the challenge or need identified in the Purpose of the Proposal section above.
2. How the applicant will measure its progress in achieving the proposal's goal(s)/vision. Identify targeted outcome(s) and describe any tool(s) the applicant will use to track those outcomes and report them to OVW. Tools may include OVW performance progress reports and logic model templates (both available at [VAWA Measuring Effectiveness Initiative](#)).
3. How the applicant will move to project sustainability; continuation applicants must provide specific details
4. How the proposed project will reach each population in the service area identified in the Purpose of the Application section.

### *Training/Cross Training*

If the applicant plans to use award funds to conduct training, provide details regarding the need for training, including who would receive training.

1. Law enforcement: Provide the name(s) of agency(ies) or department(s) that will send sworn officers to attend the mandatory one-day (eight-hour) training and/or the advanced law enforcement training, size of agencies or departments (sworn personnel), number of sworn personnel who will attend the entire one-day (eight-hour) training, and number of sworn personnel who will attend the advanced law enforcement training.

**Continuation** applicants must also detail the extent to which training provided under the initial Abuse in Later Life award has been institutionalized and provide the number of law enforcement officers who committed to attend training (both law enforcement and

advanced law enforcement training) under the initial Abuse in Later Life award and the number of officers who completed the trainings

2. Prosecutors: Provide the name(s) of office(s) that will be sending prosecutors to attend the mandatory training, size of office (number of prosecutors), and number of prosecutors who will attend the national prosecutors' institute.

**Continuation** applicants must also provide the number of prosecutors who committed to attending the national prosecutors' institute under the initial Abuse in Later Life award and the number of prosecutors who completed the institute.

3. Judicial: Provide the number and type(s) of court(s) in the project area, number of judges expected to attend the national judicial institute, and the type of court over which the judges preside, and detail the efforts MOU partners will engage in to encourage judges in the project area to attend the judicial institute.

**Continuation** applicants must also provide the number of judges who completed the national judicial institute under the initial Abuse in Later Life award.

4. Agencies of states or units of local government, attorneys, health care providers, population specific organizations, faith-based advocates, and victim service providers: Provide the name(s) of organization(s) or agency(ies) that will send personnel to attend the mandatory cross-training and the number of personnel who will attend the mandatory cross-training.

**Continuation** applicants must also provide the number of individuals who committed to attending the cross-training under the initial Abuse in Later Life award and the number of individuals who completed the cross-trainings.

#### *Coordinated Community Response (CCR)*

Detail how the proposed project will assist in establishing or supporting a multidisciplinary CCR to victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.

**Continuation** applicants must provide details about the CCR created or enhanced through the initial Abuse in Later Life award including:

1. Providing the current status of CCR that existed under the initial Abuse in Later Life award, including whether it still exists, and if not, when it ended and why, if the CCR still meets, how often it meets, and the number of agencies and organizations regularly attending CCR meetings.
2. Identifying key participants of the CCR.
3. Detailing efforts by the CCR to address elder abuse, neglect, and exploitation.
4. Identifying any activities engaged in by the CCR under the initial Abuse in Later Life



award that have been sustained.

### *Services*

Grantees will work with OVW and the OVW TA providers to develop a strategic plan addressing outreach and direct services to older victims. Based on current knowledge regarding the needs of the service community, applicants must:

1. Describe the outreach and services that the project anticipates providing to older victims during the project, or include a statement that sufficient information is not available at this time to address this issue and appropriate data will be gathered during the planning phase.
2. Provide the number of older victims currently receiving services from the MOU partners representing the victim services program and the nonprofit program or government agency with demonstrated experience in assisting individuals in later life.
3. Detail the types of services provided.
4. Describe current outreach efforts focusing on older victims by the MOU partners representing the victim service program and the nonprofit program or government agency with demonstrated experience in assisting individuals in later life.
5. Describe how the project will address victim confidentiality.
6. Detail what is currently being done to address victim safety and autonomy.
7. Describe how victim safety and autonomy will be addressed by the project.

**Continuation** applicants: During the initial Abuse in Later Life award, grantees were required to develop and implement an outreach and services strategic plan. **Continuation** applicants may propose projects that sustain or enhance services funded under the initial Abuse in Later Life award and must:

1. Briefly detail the outreach and services implemented during the initial Abuse in Later Life award and the status of outreach and services funded through the initial award, including whether those services have been sustained.
2. Identify successes and challenges experienced when implementing outreach and services under the initial Abuse in Later Life award, and detail how the successes will be enhanced and the challenges addressed.
3. Detail how Abuse in Later Life funding would be used to sustain or enhance existing outreach and direct services.

**New** and **Continuation** applicants: Projects focused on addressing the needs of specific underserved or culturally specific populations must:

1. Identify the specific populations to be served under the grant project.
2. Describe the barriers individuals from these populations who are older victims experience while attempting to seek services.
3. Identify project partner(s) who identify with or are representative of these populations and detail their demonstrated experience in providing services that are reflective of and responsive to the specific populations.

### Who Will Implement the Proposal (15 points)

This section must:

1. Identify the key individuals and organizations, including project partners, involved in the proposed project.
2. Demonstrate that the individuals and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities; attach job descriptions of all key personnel.
3. Clearly identify each of the four required MOU partners (law enforcement agency, prosecutor's office, victim service provider, and nonprofit program or government agency with demonstrated experience in assisting individuals in later life) and if a continuation applicant, indicate if they were MOU partners on the initial Abuse in Later Life award.
4. Detail the experience and expertise of the organizations and key personnel who will be directly involved with the project.
5. Detail the experience and expertise of project partners in providing direct victim services to older victims, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.
6. Clearly demonstrate that any partnerships required by the solicitation have been met.
7. Demonstrate a strong commitment to real, meaningful collaboration to develop and implement the project.

### **Budget and Associated Documentation**

Applicants must complete the web-based form in JustGrants for the budget worksheet and budget narrative. Applicants also must upload the applicable associated documentation as described below under each heading. The budget worksheet and budget narrative are worth a total of **20 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 (Web-based Form)**

Complete the budget worksheet and narrative form 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 at [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

1. **New** applicants: Requests for funding may not exceed \$400,000 for the 36-month project period.

**Continuation** applicants: Requests for funding may not exceed \$300,000 for the 24-month project period.

2. Outreach and Services: **New** applicants are required to allocate a minimum of 25% of the proposed budget funds for outreach and direct services for older victims. **Continuation** applicants are required to allocate a minimum of 33% of the proposed budget funds for outreach and direct services for older victims. Outreach activities are limited to ten percent of total award funds. Applications selected for funding that do not include the required allocation for outreach and services will not receive additional funds for this purpose but will be required to adjust their budgets to cover these costs prior to final approval of the proposal. The allocation should be clearly labeled as the "OVW allocation to support outreach and services" and be listed in the "Other" category.

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. Include funds to attend OVW-sponsored TTA including, but not limited to, the following: grantee orientation, law enforcement training of trainers component, advanced law enforcement training, prosecutors' institute, judicial institute, and direct services training of trainers component.
3. Include funds for outreach and direct victim services (a minimum of 25% for new applicants and 33% for continuation applicants of the proposed budget).
4. Include funds or describe other resources available to the applicant to ensure access for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency. See Accessibility under Federal Award Administration Information for more information.
5. 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](#).
6. 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. §§ 200.317-200.329. 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

Generally, food and beverage costs are **not** allowable. Recipients must receive prior approval to use grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event; OVW may provide such approval if one of the following applies:

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-Agreement Cost**

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 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. State, local, and tribal governments that **have never** negotiated an indirect cost rate with the federal government and receive less than \$35 million in direct federal funding per year also may choose to use the 10% de minimis rate.

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

### **Financial Management Questionnaire (including applicant disclosure of high-risk status)**

#### 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.

### Pre-Award Risk Assessment

Each applicant must respond to the questions below in a document uploaded and attached to its application in JustGrants. **Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed below.** 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. This document should be no more than four pages and may be single or double-spaced.

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](mailto: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.

## **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)(16)(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).

## **Memoranda of Understanding (MOUs) and Other Supportive Documents**

The MOU (and LOCs, if applicable), are worth a total of **35 points**. For purposes of this solicitation, the MOU is a document containing the terms of the partnership and the roles and responsibilities between two or more parties, and it must be included as an attachment to the application in JustGrants. 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 each of the four required MOU partners:

At least one law enforcement agency.

At least one prosecutor's office.

At least one victim service provider.

At least one nonprofit program or government agency with demonstrated experience in assisting individuals in later life.

To ensure that services are available to older victims through the proposed project: The victim service provider must provide services to victims of domestic violence, dating violence, sexual assault, or stalking as one of its primary purposes. The nonprofit program or government agency with demonstrated experience in assisting individuals in later life must provide services to older individuals as one of its primary purposes.

2. Describe the roles and responsibilities each partner will assume to ensure the success of the proposed project.

3. State that each project partner has reviewed the budget, is aware of the total amount being requested, and is being fully compensated for their work under the grant or is agreeing to be partially compensated or receive no compensation from the grant.

4. 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. **Continuation** applicants must state whether the partners were MOU partners on the initial Abuse in Later Life grant.

5. Demonstrate a meaningful partnership among the required MOU partners and a commitment on the part of all project partners to work together to achieve stated project goals.

6. Identify the representatives of the planning and development team who will be responsible for developing and implementing project activities and describe how they will work together and with project staff.

7. Describe the resources each partner will contribute to the project through time or in-kind contributions (e.g., office space, project staff, training).

8. Indicate if eight-hour direct trainings for law enforcement will be held and if so, include a commitment to conduct these trainings.

9. If the project plans to send an MDTT to the three-day law enforcement TOT component, include a commitment from the four required project partners to each send representatives.

10. Indicate if advanced trainings for law enforcement will be held and if so, include a commitment to conduct these trainings.

11. Indicate if cross-trainings for personnel from agencies of states or units of local government, attorneys, health care providers, population specific organizations, faith-

based advocates, and victim service providers will be held, and if so, include a commitment to conduct these cross-trainings.

12. If the project plans to send an MDTT to the three-day direct services TOT component, include a commitment to send representatives from two project partners (one from the victim services program and one from the program or agency with demonstrated experience in assisting individuals in later life).

13. Indicate if prosecutors will attend the prosecutors' institute and include a commitment to send prosecutors to the event.

14. Indicate if judges will attend the national judicial institute.

15. Demonstrate a commitment to establish or support a multidisciplinary CCR addressing abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect.

16. Include a commitment to provide outreach and direct services to older victims.

LOC(s), if applicable (15 points)

All **new** applicants and **continuation** applicants that propose to conduct trainings must submit an LOC from each agency and organization (including MOU partners) committing to sending personnel to the following:

1. The local one-day law enforcement training.
2. The local advanced law enforcement training.
3. The national prosecutors' institute.
4. The local direct services cross-training.

Each agency and organization must provide an LOC to the applicant to be submitted with the application. LOC(s) must accompany the application as attachments to the application in JustGrants. Letters sent separately from the application will not be considered during the review process. Law enforcement agencies committing to sending personnel to both the local one-day and local advanced law enforcement training may provide details of these commitments in a single letter. While LOCs are not required for judges attending the judicial institute, they may be submitted with the application.

*Number/Percentage of Personnel Committed to Attend Training* (10 points of the LOC total)

Training is a significant component of the Abuse in Later Life Program. It is important for a sizable number of law enforcement, prosecutors, victim service providers, and other professionals to be trained to increase the number of professionals able to recognize the signs of elder abuse and connect older victims with appropriate services. As such, the following will be considered when scoring this section of the application:

- The number officers/deputies/detectives/investigators law enforcement agencies are committing to send to the local one-day law enforcement training.
- The number of officers/deputies/detectives/investigators law enforcement agencies are committing to send to the advanced law enforcement training.

- The percentage of the law enforcement agencies' sworn law enforcement personnel who are committing to attend the one-day law enforcement training and/or the advanced law enforcement training
- The number of prosecutors committed to attend the national prosecutors' institute.
- The number of individuals whom agencies and organizations are committing to send to the direct services cross-training.

LOCs that do not clearly specify the number of personnel who will attend trainings will not be considered during the review process. Letters of support may not be submitted in lieu of the LOCs.

LOCs must:

1. Provide the name of the agency/organization sending appropriate personnel to receive training.
2. Include a clear and direct statement that the agency/organization is committed to sending its personnel to receive training.
3. Identify the type of personnel (law enforcement officers, prosecutors, victim service providers, government personnel) who will attend training.
4. Include an estimate of the number of personnel who will be sent to receive training outlined above.
5. Law enforcement agencies must include a commitment that officers/detectives/investigators will complete the entire local one-day (eight-hour) training and/or the local advanced law enforcement training.
6. Law enforcement agencies must include the percentage of sworn law enforcement personnel who are committing to attend the one-day law enforcement training and/or the advanced law enforcement training.
7. Prosecutors' offices must include a commitment that prosecutors will travel to and complete the four-day prosecutors' institute.
8. Agencies/organizations must include a commitment that personnel will complete the one-day cross-training that would be held in their community.

## **Additional Application Components**

The following components will not be scored but 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 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](#).

### **Proof of 501(c)(3) Status (Nonprofit Organization Only)**

As noted under Eligible Applicants, an entity that is eligible for this program based on its status as a nonprofit organization must be an organization that is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of the Code. All such applicants are required to attach a determination letter from the Internal Revenue Service recognizing their tax-exempt status. OVW cannot make an award to any nonprofit organization that does not submit a 501(c)(3) determination letter from the Internal Revenue Service.

### **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.

### **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.

#### **Applicant Disclosure of Duplication in Cost Items**

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 has been closed within the last 12 months from 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 2021 **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.

## **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.

### **How to Apply**

Applications must be submitted electronically via Grants.gov and JustGrants. Applicants that are unable to submit electronically must follow the instructions below under OVW Policy on Late Submissions. See **Submission Dates and Times** below for a list of steps for registering with all required systems and deadlines for completing each step.

### **Unique Entity Identifier and System for Award Management (SAM)**

Federal regulations require that an applicant for federal funding: (1) be registered in SAM before submitting its application; (2) provide a valid unique entity identifier in its application; and (3) continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. In addition, OVW may not make an award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with these requirements by the time OVW is ready to make an award, then OVW may determine that the applicant is not qualified to receive an award. See 2 C.F.R. §§ 25.200, 25.205.

The unique entity identifier that applicants for federal grants and cooperative agreements are required to have is a Data Universal Number System (DUNS) number. A DUNS number is a unique, nine-character identification number provided by the commercial company Dun & Bradstreet (D&B). Once an applicant has applied for a DUNS number through D&B, its DUNS number should be available within two business days.

SAM centralizes information about grant recipients and also provides a central location for grant recipients to change organizational information. Grants.gov uses SAM to establish roles and IDs for electronic submission of grant applications.

If the applicant already has an Employer Identification Number (EIN), the SAM registration will take **up to two weeks to process**. If the applicant does not have an EIN, then **the applicant**

**should allow two to five weeks for obtaining an EIN from the Internal Revenue Service. There is no fee associated with these processes. These processes cannot be expedited.** OVW strongly discourages applicants from paying a third party to apply or register on their behalf in an attempt to expedite these processes. To ensure all applicants are able to apply by the deadline for this solicitation, applicants must have obtained a DUNS number and registered online with the SAM and with Grants.gov no later than March 2, 2021.

## **Submission Dates and Time**

After applicants obtain their DUNS number and register with SAM, they can begin the Grants.gov registration process. The applying organization must complete the Grants.gov registration process prior to beginning an application for a federal grant. The E-Business Point of Contact (E-Biz POC) must register the applicant organization with Grants.gov. The E-Biz POC oversees the applicant's Grants.gov transactions and assigns the Authorized Organization Representative (AOR). The AOR submits the SF-424 and SF-LLL to Grants.gov and must register with Grants.gov as well. In some cases the E-Biz POC is also the AOR for the applicant. Complete instructions can be found on the [Grants.gov website](#).

In JustGrants, each applying entity will have an assigned Entity Administrator who is responsible for managing entity-level information and assigning roles in the system. The Entity Administrator is also the E-Biz POC designated in SAM.gov. See the [JustGrants website](#) for more information on registering with JustGrants.

It is the applicant's responsibility to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in an application not being considered for funding. Applicants should refer to the list below to ensure that all required steps and deadlines are met.

**Failure to begin registration or application submission by the deadlines stated in the list below is not an acceptable reason for late submission.**

### **Applicant Actions with Required Dates/Deadlines**

1. **Obtain a DUNS number by March 2, 2021.** Apply for a DUNS number at <https://www.dnb.com> or call 1-866-705-5711.
2. **Register with SAM by March 2, 2021.** Access the SAM online registration through the [SAM homepage](#) and follow the online instructions for new SAM users. **Organizations must update or renew their SAM registration at least once a year to maintain an active status.**
3. **Register with Grants.gov by March 2, 2021.** Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration.
4. **Submit Letter of Intent by March 2, 2021** to [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) and 202-616-6728.
5. **If necessary, request hardcopy submission by March 10, 2021.** Applicants that cannot submit an application electronically due to lack of internet access must contact the program at 202-307-6026 or [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) to request permission to

submit a hardcopy application.

6. **Download updated version of Adobe Acrobat at least 48 hours before the Grants.gov deadline.** Applicants are responsible for ensuring that the most up-to-date version of Adobe Acrobat is installed on all computers that may be used to download the solicitation and to submit the SF-424 and SF-LLL on Grants.gov. Go to the [Adobe Software Compatibility](#) page to verify that the Adobe software version is compatible with [Grants.gov](#).
7. **Submit the SF-424 and SF-LLL in Grants.gov as early as possible, but no later than 24 – 48 hours prior to the Grants.gov deadline.** Applicants may find this funding opportunity on Grants.gov by using the CFDA number, Grants.gov opportunity number, or the title of this solicitation, all of which can be found on the cover page. Applicants will receive two notices from Grants.gov, one confirming receipt and another stating whether the forms were validated and successfully submitted or rejected due to errors. Submitting the SF-424 and SF-LLL well ahead of the Grants.gov deadline provides time to correct any rejections.
8. **Register the Entity Administrator and the Application Submitter with JustGrants as early as possible but no later than 48-72 hours before the JustGrants deadline.** Within 24 hours of JustGrants receiving the SF-424 and SF-LLL from Grants.gov, the applicant will receive an email from [DIAMD-NoReply@usdoj.gov](mailto:DIAMD-NoReply@usdoj.gov) with instructions on how to create a JustGrants account. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted. More information on JustGrants roles is available on the [JustGrants website](#).
9. **Submit the complete application package at least 24 – 48 hours prior to the JustGrants deadline.** Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants. The Application Submitter, Entity Administrator, and Authorized Representative(s) will receive an email from JustGrants confirming submission of the application.
10. **Confirm application receipt:** Applicants should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications. OVW does not send out these notifications, nor does OVW receive a copy of these notifications. It is the applicant's responsibility to notify OVW of any problems with the application submission process. **Submitting the application components at least 48 hours before each deadline (Grants.gov or JustGrants, as applicable) will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.**

## **OVW Policy on Late Submissions/Other Submission Requirements**

Applications submitted after **11:59 p.m. E.T. on March 23, 2021** will not be considered for funding, unless the applicant receives OVW permission to submit a late application. In limited circumstances, OVW will approve a request to submit an application after the deadline. The lists below provide a description of the circumstances under which OVW will consider such requests. Approval of a late submission request is not an indication of the application's final disposition. Applications approved for late submission are still subject to the review process and criteria described in this solicitation.

To ensure fairness for all applicants, OVW requires that applicants requesting late submission adhere to the following:

### **Experiencing Technical Difficulties Beyond the Applicant's Reasonable Control**

#### Issue with [SAM](#), Grants.gov, or JustGrants Registration

1. Register and/or confirm existing registration at least three weeks prior to the application deadline to ensure that the individual who will be submitting the application has [SAM](#), Grants.gov, and JustGrants access and is the person registered to submit on behalf of the applicant.
2. Maintain documentation of when registration began, any issues related to registration, and all communication with technical support.

**Note: Failure to begin the SAM, Grants.gov, or JustGrants registration process in sufficient time (i.e., by the date identified in this solicitation) is not an acceptable reason for late submission.**

#### Unforeseeable Technical Difficulties During the Submission Process

1. Contact Grants.gov or JustGrants, as applicable, for Applicant/User Support at least 24 hours prior to the applicable deadline.
2. Maintain documentation of all communication with Grants.gov or JustGrants Applicant/User Support.
3. Prior to the applicable deadline, contact this program, via email at [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) indicating that the applicant is experiencing technical difficulties and would like permission to submit a late application. The email must include the following: a) a detailed description of the difficulty that the applicant is experiencing, b) the contact information (name, telephone, and email) for the individual making the late submission request, and c) in the case of JustGrants technical difficulties, the complete application packet (Proposal Narrative, Budget and Budget Narrative, MOU, and LOC(s)).
4. Within 24 hours after the applicable deadline, the applicant must email this program at [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov) the following information: a) applicant's DUNS number, b) Grants.gov or JustGrants Applicant/User Support tracking numbers, and c) other relevant documentation.



**Common foreseeable technical difficulties for which OVW will not approve a late submission:** (1) Using an outdated version of Adobe Acrobat; and (2) Attachment rejection (Grants.gov will reject attachments with names that contain certain unallowable characters).

**Note:** Through Grants.gov or JustGrants, OVW can confirm when submission began. Applicants that attempt final submission less than 24 hours before the deadline will not be considered for late submission. By beginning the final submission process 24-48 hours before the deadline, applicants should have sufficient time to receive notice of problems with their submissions and make necessary corrections.

#### Severe Inclement Weather or Natural or Man-Made Disaster

1. Contact this program at [OVW.Elder@usdoj.gov](mailto:OVW.Elder@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 the 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 the deadline must contact OVW within 48 hours after the due date 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 Abuse in Later Life Program, scoring will be as follows:

1. Proposal narrative (45) points, of which:
  - A. Purpose of the proposal: (10) points
  - B. What will be done: (20) points
  - C. Who will implement the proposal: (15) points
2. Budget worksheet and budget narrative: (20) points
3. MOU and LOC: (35) 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.

### 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 add up to 10 points to applications fully addressing OVW priority areas and to deduct points from applications for the following reasons:

1. Activities that compromise victim safety and recovery and undermine offender accountability (deduct up to 25 points).
2. Out-of-scope and unallowable activities (deduct up to 25 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 described above or be removed from consideration entirely regardless of the application's peer review score.**

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. Demonstrated effectiveness of the current project indicated by timely progress toward

- meeting project goals and objectives.
2. Demonstration that past activities supported with OVW grant funds have been limited to program purpose areas.
  3. Adherence to all special conditions of existing grant award(s) from OVW.
  4. Adherence to programmatic and financial reporting requirements, including timely submission of required reports.
  5. Completion of close-out of prior awards in a timely manner.
  6. Appropriate use of and active participation in OVW-sponsored workshops and other technical assistance events as required by a special condition of the current or recent award.
  7. Receipt of financial clearances on all current or recent grants from OVW.
  8. Timely resolution of issues identified in any audit or on-site financial or programmatic monitoring visit.
  9. Adherence to the Office of Management and Budget single-audit requirement.
  10. Timely expenditure of grant funds.
  11. Adherence to the requirements of the [DOJ Financial Guide](#).

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 (currently the Federal Award Performance and Integrity Information System or FAPIIS). Applicants may review and comment on information in FAPIIS about themselves that another federal awarding agency has previously entered. OVW will consider the applicant's comments as well as other information available in FAPIIS 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, 2021.

## **Federal Award Administration Information**

### **Federal Award Notices**

Successful applicants will receive OVW award notifications electronically from JustGrants (not Grants.gov). This award notification will include instructions on enrolling in Automated Standard Application for Payments (ASAP) and accepting the award. Recipients will be required to log into JustGrants to review, sign, 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 with limited English proficiency have meaningful access to recipients' programs and activities and that these programs and activities are readily accessible to individuals with disabilities. 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 progress reports and quarterly Federal Financial Reports (SF-425). Appropriate progress 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 FAPIIS, 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: for programmatic questions, contact this program at 202-307-6026 or [OVW.Elder@usdoj.gov](mailto:OVW.Elder@usdoj.gov), for financial questions, contact 888-514-8556 or [ovw.gfmd@usdoj.gov](mailto:ovw.gfmd@usdoj.gov), and for technical questions, contact Grants.gov Applicant Support at 800-518-4726 or [support@grants.gov](mailto:support@grants.gov) or OVW JustGrants Support at 1-866-655-4482 or [OVW.JustGrantsSupport@usdoj.gov](mailto: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	Completed
Letter of Intent.	
Data Requested with Application.	
Proposal Narrative: <ul style="list-style-type: none"> <li>• Purpose of Proposal.</li> <li>• What Will Be Done.</li> <li>• Who Will Implement the Proposal.</li> </ul>	
Proposal Abstract.	
Budget Worksheet and Budget Narrative.	
Memorandum of Understanding.	
Letter(s) of Commitment (if applicable).	
Application for Federal Assistance SF-424.	
Disclosure of Lobbying Activities (SF-LLL).	
Applicant Financial Capability Questionnaire (if applicable).	
Confidentiality Notice Form.	
Disclosure of Process Related to Executive Compensation (If applicable).	
Pre-Award Risk Assessment.	
Indirect Cost Rate Agreement (if applicable).	
Letter of Nonsupplanting.	
Proof of 501(c)(3) Status (Nonprofit Organizations Only).	
Applicant Disclosure of Duplication in Cost Items (if applicable).	

