

# OVW Electronic Service Protection Order Court Pilot (ESPOC)

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FY 2025 Call for Concept Papers Pre Submission Information Session



# FY 2025 ESPOC Call for Concept Papers

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- Posted on October 8, 2024. See posting for full details and requirements.
- Concept Paper submissions are due by **8:59PM Eastern Time on December 5, 2024.**
- Applications must be submitted in PDF or Word format by email to [OVW.ElectronicService@usdoj.gov](mailto:OVW.ElectronicService@usdoj.gov) by the deadline. OVW will send receipt of confirmation emails within 72 hours after the deadline.



# Electronic Service Protection Order Court Pilot Program (ESPOC)

- New initiative authorized by 34 U.S.C. § 10462a
- **Purpose:** Supports efforts to develop and implement programs for properly and legally serving protection orders through electronic communication methods.
- **Eligible applicants:** State or tribal courts that are a part of a multidisciplinary partnership.
  - The term “state” includes the District of Columbia, Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands.
- **Award Length:** 60 months (5 years), including a 24-month planning period.



# Required Partnerships

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- Applicants must include the following four types of partner entities in a statement of expertise:
  - 1) A state, tribal, or local law enforcement agency
  - 2) A victim service provider or a state or tribal domestic violence coalition
  - 3) At least one state or tribal court judge with expertise in domestic violence and issuing protective orders
  - 4) The department(s) with at least 2 individuals responsible for purchasing, designing, and/or court case management technology and integration infrastructure
- Selected recipients must submit signed Letters of Commitment with each of the required partners listed above



# Additional Partnerships

In the first year of the award, applicants will be required to make substantial efforts to, when possible, develop partnerships with:

- A state, tribal, or local prosecutor's office
- A provider of culturally specific services
- A nonprofit or government agency with experience providing legal assistance or legal advice to victims of domestic violence and sexual assault
- A bar association of the applicable state or tribe
- The state or tribal association of court clerks
- A state, tribal, or local association of criminal defense attorneys
- A judge assigned to the criminal docket of the state or tribal court
- An additional state or tribal court judge with expertise in domestic violence and issuing protective orders



# OVW Priority Areas: Advance Equity & Tribal Sovereignty

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- Advance equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking by improving outreach, services, civil and criminal justice responses, prevention, and support for survivors from historically marginalized and underserved communities, particularly those facing disproportionate rates or impacts of violence and multiple barriers to services, justice, and safety.
- Tribal courts and courts that primarily serve historically marginalized and underserved populations are each encouraged to apply under this Call for Concept Papers.



# Purpose Areas

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## ESPOC funds shall be used to:

- Develop & implement a program for properly & legally serving protection orders through electronic means to:
  - Modernize the service process and make the process more effective & efficient
  - Provide for improved safety for victims
  - Make protection orders enforceable as quickly as possible
- Develop best practices relating to the service of protection orders through electronic communication methods
- Ensure that the program developed complies with due process requirements and other procedures required by law or by a court
- Implement any technology necessary to carry out the program developed (e.g. technology to verify and track the receipt of a protection order by the intended party)



# Pilot Program Requirements

Applicants that receive funding will be required to:

- Engage in a planning period of up to 24 months in collaboration with OVW-sponsored TA providers
- Meet regularly with multidisciplinary partnership members to discuss the design and implementation of project
- Make substantial efforts to expand partnerships
- Submit semi-annual performance reports and participate in any OVW-sponsored assessment or evaluation
- Comply with all applicable federal civil rights laws
- Collaborate with OVW-sponsored TA providers to develop two reports:
  - 1) Within the first two years, a report that details the grantee's implementation plan
  - 2) After the first two years, a report that documents the viability, cost, service statistics, challenges, and other analyses outlined in the solicitation
- Attend New Grantee Orientation





# Out-of-Scope Activities

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ESPOC funds cannot be used for:

- Research projects
- Direct victim assistance (advocacy services, legal assistance, housing, transportation, etc.)
- The development of a program for electronic service of orders other than orders of protection
- The development or improvement of a process to serve orders of protection that is not relevant to electronic service
- Activities solely related to compliance, monitoring, and the enforcement of protection orders that are not served electronically



# Budgets and Award Periods

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- Grant award period is 60 months.
- Awards under this program will be made for up to \$1,500,000.



# Eligible Applicants

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- Eligible applicants are state or tribal courts. As defined in 34 U.S.C. § 12291(a)(37) the term “state” means each of the several states and the District of Columbia, and except as otherwise provided, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands.



# Eligible Applicants (cont'd)

- Pursuant to 34 U.S.C. § 10462a(d), funding shall be awarded to a diverse group of applicants when possible:
  - A state court that serves a population of at least 1,000,000 individuals
  - A state court that serves a state that is among the 7 states with the **lowest** population density in the United States and has a relatively low rate of successful service with respect to protection orders
  - A state court that serves a state that is among the 7 states with the **highest** population density in the United States and has a relatively low rate of successful service with respect to protection orders
  - A court that uses an integrated, statewide case management system
  - A court that uses a standalone case management system
  - A tribal court
  - A court that primarily serves a culturally specific and underserved population



# Concept Paper Requirements

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## 1. **Summary Data Sheet**, 2 pages maximum length, should include:

- Lead Applicant
- Project Title
- Point-of-Contact for lead application: Name, Title, Address, Daytime Phone Number, and Email Address
- Point-of-Contact for required partner organizations: Name, Title, Organization Name, Daytime Phone Number, and Email Address
- Estimated Budget Amount (up to \$1,500,000.00 for a period of 60 months). The estimated budget should include rough estimates for the following categories: personnel, fringe, contracts/consultants, supplies, equipment, and travel.



# Concept Paper Requirements (2)

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- In developing budget estimates, applicants should consider costs for:
  - Accessibility for language access, individuals who are Deaf or hard of hearing, and individuals with disabilities
  - Staff time involved on this project (including costs to support a designated full-time Project Coordinator)
  - A two-year planning period
  - Regular meetings of the multidisciplinary partnership during the planning period to discuss the design and implementation of the project
  - Technology or software

**Please note that a detailed budget breakdown is not needed at this time.**



# Concept Paper Requirements (3)

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2. **Proposal Narrative**, 10 double-spaced pages maximum length, must provide a basic description of the following:
- The service area of the court's jurisdiction, including the size, the population density, and demographics in the jurisdiction.
  - The communities in the service area, including but not limited to traditionally underserved populations, such as communities of color, people with disabilities, people who are Deaf or hard of hearing, persons with limited English proficiency, older adults, and LGBTQ+ communities.
  - If applicant is a Tribal court or a court that primarily serves a historically marginalized or underserved population, describe the challenges or needs of the identified population that the court primarily serves.



# Concept Paper Requirements (4)

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- The process currently used for service of protection orders in the applicant's jurisdiction and challenges with such service. Include relevant statistics, if available, to support the challenges and/or needs identified.
- The rate of successful service of protection orders. If not available, describe the challenges with tracking the status and confirmation of service of protection orders.
- The rates of protection order enforcement in the court's service area for the past three calendar years.
- Current efforts to address challenges related to the successful service of protection orders.
- The court's current case management system and its existing gaps as it pertains to protection orders.





# Concept Paper Requirements (5)

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3. **Statement of Expertise**, 8 double-spaced pages maximum. Applicants must include a statement summarizing the qualifications of the applicant and required partner organizations. The statement should identify the names of the applicant and required partner staff who will develop and implement the project. OVW may contact partner organizations during the course of the application review process.



# Concept Paper Requirements (6)

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- **Required Partnerships:** For this Call for Concept Papers, applicants must include the following four types of partner entities in the statement of expertise:
  - A. a state, Tribal, or local law enforcement agency;
  - B. a victim service provider or state or Tribal domestic violence coalition. A victim service provider is a nonprofit, nongovernmental or Tribal organization, including a state or Tribal domestic violence 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. 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;



# Concept Paper Requirements (7)

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- C. at least one state or Tribal court judge with expertise in domestic violence and issuing protective orders; and
- D. the department(s) responsible for purchasing, designing, and/or court case management technology and integration infrastructure. This department may be within the court or other government agency.



# Selection Criteria & Decision-Making Process

- Concept Paper proposals will be assessed based on the degree to which the application responds to each element in the Proposal Narrative and Statement of Expertise and the quality of the response.
- Concept Papers will be reviewed by panels that will consist of DOJ staff and/or subject matter experts.
- OVW may elect to conduct virtual or in-person meetings with applicants as part of the review process. OVW may request the participation of proposed project partners in these meetings.
- Selected recipients will be contacted by OVW via email and will be invited to submit a full “non-competitive” application via the Grants.Gov and JustGrants systems. The application must reflect the activities and full budget discussed during the decision-making process. In addition to the project narrative, the budget detail, and the budget narrative, applicants will be required to submit signed Letters of Commitment with each of the required project partners listed in the Statement of Expertise section.
- Awards under this program for FY 2025 will be made for up to \$1,500,000 for a 60-month project period. OVW estimates that it will make up to four awards for an estimated \$6,000,000 total.



# Submission Process

Concept Papers must be submitted in PDF or Word format via email to [OVW.ElectronicService@usdoj.gov](mailto:OVW.ElectronicService@usdoj.gov) by December 5, 2024 at 8:59 pm ET. OVW will send receipt of confirmation emails within 72 hours of the due date. All required materials for the call for concept paper (Summary Data Sheet, Proposal Narrative, and Statement of Expertise) must be submitted together in one email. If you encounter technical issues in submitting an application via email, please email [OVW.ElectronicService@usdoj.gov](mailto:OVW.ElectronicService@usdoj.gov) no later than within 72 hours of the due date.



# Questions?

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Email [OVW.ElectronicService@usdoj.gov](mailto:OVW.ElectronicService@usdoj.gov) or call 202-307-6026

22 of 22



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