

# Notice of Funding Opportunity Pre-Application Session: FY2025 Transitional Housing Grant Assistance Program

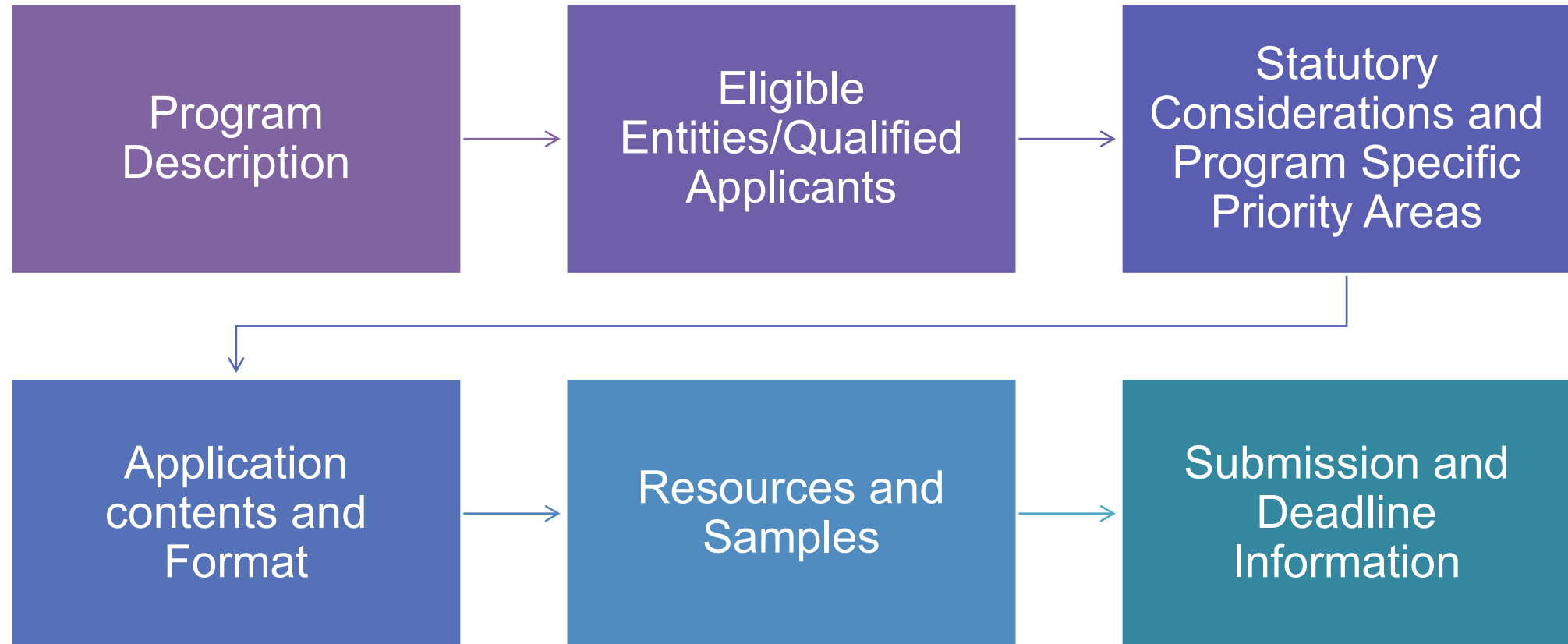
Presented by The OVW Transitional Housing Unit

# Meet the OVW Transitional Housing Unit

- Mary Seighman: Associate Director
- Christina Baquero: Grants Management Specialist
- Charlayna Brady: Grants Management Specialist
- Sharon Elliott: Grants Management Specialist
- Teresa Lopez: Grants Management Specialist
- Dana T. Marshall: Grants Management Specialist (On leave)
- Kelly Moreno: Grants Management Specialist
- Kelley Walsh: Grants Management Specialist

# Table of Contents

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# Important Note

- The FY2025 Transitional Housing Assistance Grants for Victims of Domestic Violence, Dating Violence, Sexual Assault and Stalking Program Notice of Funding Opportunity (NOFO) was revised as part of a Pilot Simplification Process
- The FY2025 Transitional Housing NOFO will look substantially different than in previous years
- **Please be sure to read the entire NOFO as directions, required components, and requested information have changed**

# Program Description

# Program Summary

- The OVW Transitional Housing Assistance Grants for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program (OVW Transitional Housing Assistance Grant Program) funds transitional housing and support services for victims who are homeless or in need of transitional housing or other housing assistance as a result of a situation of domestic violence, dating violence, sexual assault, or stalking.
- Eligible applicants are Tribal, state, and local governments and organizations with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking.
- For more information, see the **Program Description Section** and the **Eligibility Section**.
- This program has no match or cost-sharing requirement.

# Purpose Areas

Applicants may apply for one or more of the following purpose areas:

1. **Transitional Housing:** Funding for the operating expenses of newly developed or existing transitional housing.
2. **Short-Term Housing assistance:** Rental or utilities payments assistance and assistance with related expenses such as payment of security deposits and other costs incidental to relocation to transitional housing.
3. **Support Services:** services that are designed assist victims (minor or adult) and their dependents in locating permanent housing, secure employment, and integrate into a community.

# Purpose Areas (cont.)

- Applicants must provide both transitional housing (purpose area 1 or 2) and support services (purpose area 3).
- If the applicant proposes to provide either housing or support services with other funds, the applicant must submit Supporting Documentation (such as an award letter) to demonstrate that additional funds will be available for the 36-month period.



# Populations to be served

- Victims of domestic violence, dating violence, sexual assault, or stalking who are homeless or in need of transitional housing or other housing assistance as a result of a situation of domestic violence, dating violence, sexual assault, or stalking.

## Definition of Homelessness

- VAWA defines “**homeless**” broadly to include individuals who are sharing the housing of others, living in a shelter, or living in a motel, trailer park, or campground due to lack of adequate alternatives. See 34 U.S.C. §§ 12291(a)(12), 12473(6).

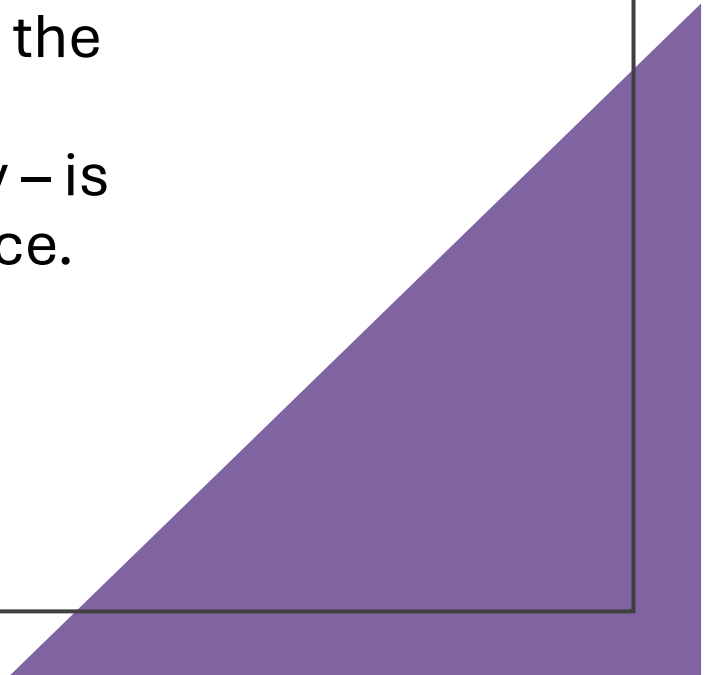
# Definition: “in need of transitional housing or other housing assistance”

- A victim who has lost or will imminently lose their current housing or have otherwise identified a need for housing assistance, as a result of domestic violence, dating violence, sexual assault, or stalking.
- Victims do need to identify that “emergency shelter services or other crisis intervention services are unavailable or insufficient” to be eligible for assistance under the Transitional Housing Assistance Grant Program

Assistance under this grant program is not limited to victims who are homeless or fleeing.

# Example of “in need of transitional housing or other housing assistance”

- A sexual assault victim whose current housing situation is no longer viable because of circumstances related to the assault – and for whom there are no sexual assault-focused emergency shelter options in the community – is eligible immediately for transitional housing assistance.



# Housing Models

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Scattered Site: Private landlord units located throughout a community.



Clustered Site: Individual units located in the same building.



Communal Site: A communal-style housing model where there are common shared areas.

# Housing Models, Continued

Applicants may propose to use more than one housing model to meet the needs of victims.

**Transitional Housing is not:**  
Emergency shelter, rental assistance that is offered for less than 6 months, or financial assistance for victims not provided with transitional housing.

# Program Fees/Financial Housing Support

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Applicants can ask that victims pay fees or contribute toward rent. However, applicants may not require that fees or rental contributions are mandatory. Any fees or contributions made by a victim should be voluntary and determined by the victim.



Applicants cannot require that victims maintain or earn a certain level of income to be eligible for the OVW Transitional Housing program.



Applicants are encouraged to create a budget that would support a victim's housing costs at 100% for up to 24 months.

# Transitional Housing Services

The OVW Transitional Housing Assistance grant program supports projects that provide 6-24 months of transitional housing and support services to victims of domestic violence, dating violence, sexual assault, or stalking. This NOFO uses the term “transitional housing” to refer to both transitional housing assistance (Purpose Area 1) and short-term housing assistance (Purpose Area 2).

- Transitional housing is temporary housing offered for at least 6 and no more than 24 months that helps victims transition into permanent housing.
- It may include financial assistance (e.g., rent payments, security deposits, utility assistance, relocation costs) when used to help victims relocate to transitional or permanent housing
- Victims may be eligible for an additional 6 months of housing support if they demonstrate a good-faith effort to locate permanent housing but weren't successful during the 6-24 month period.



# Support Services

- Support services offered may include housing advocacy, case management, employment services, safety planning, financial empowerment, or any other service offered by the organization to the victim that fits within the scope of Purpose Area 3
- Support services must be offered for the full 6 to 24 months of transitional housing
- Support Services must be provided only to victims who are also receiving housing assistance (through Purpose Area 1 or 2)
- Recipients also must offer (limited) follow-up support services for 3 to 12 months to victims who have secured permanent housing
- **All support services must be voluntary and not a condition of receiving housing assistance.** Voluntary means that a victim cannot be required to participate in case management, counseling, or any other programming to receive housing
- Applications proposing services that are not voluntary will not be considered for funding

# Statutory Considerations

## **OVW is required to give priority to projects that Primarily Serve Underserved Populations**

- OVW will give special consideration to applications proposing projects that primarily serve individuals from underserved populations who are victims of domestic violence, dating violence, sexual assault, and stalking.
- “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). (34 U.S.C. §12291(a)(46))
- Applicants addressing this priority must provide a detailed plan as described in the Proposal Narrative section of this NOFO.

# Priorities

**Applications that address one or more of these priorities may receive priority consideration:**

- Measures to combat human trafficking and transnational crime, particularly crimes linked to illegal immigration and cartel operations, that support safety and justice for trafficking victims who have also suffered domestic violence, sexual assault, dating violence, and/or stalking.
- Projects to provide victim services, especially housing, and improve law enforcement response in rural and remote areas, Tribal nations, and small towns that often lack resources to effectively combat domestic violence and sexual assault.

# Program- Specific Priority Area

**OVW will give special consideration to applications proposing to support the housing needs of victims of non-intimate partner sexual assault**

- This priority area is intended to support organizations in offering sexual assault specific transitional housing services to victims.
- Organizations with existing sexual assault services or organizations seeking to develop new sexual assault specific services may apply for this priority area.
- Applicants seeking this priority must provide a detailed plan as described in the **Proposal Narrative** section.

# Eligible Entities/Qualified Applicants

# Eligible Applicants

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States/Territories

Units of Local  
Government

Indian Tribes

Other  
Organizations



# States and Territories:

- State governments, including the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands.
  - A state may apply as a lead applicant if:
    - It partners with a victim service provider to provide direct services to victims.
    - The application includes a Letter of Experience written by the victim service provider partner.
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# Units of Local Government

- Any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a State (or territory)
  - A Unit of Local Government may apply as a lead applicant if:
    - It partners with a victim service provider to provide direct services to victims.
    - The application includes a Letter of Experience written by the victim service provider partner.
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# Indian Tribes

- 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 based on their status as Indians
  - A Tribe may apply as a lead applicant if:
    - A victim service provider (which may be a division of the Tribal government) is included in the application to provide direct services to victims.
    - The application includes a Letter of Experience written by the victim service provider.
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# Other Organizations

- Organizations that have a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking
  - An “other organization” may apply as a lead applicant if it identifies as one of the following categories:
    - Domestic violence and/or sexual assault victim service provider
    - Domestic violence and/or sexual assault coalition
    - Population-specific organization
    - Community-based and culturally specific organization
    - Other nonprofit, nongovernmental organization
  - The applicant must submit a Letter of Experience describing its experience providing services to victims.
  - Organizations that apply as an “Other Organization” applicant type must demonstrate that they have at least three years of experience providing specific and targeted services to victims of domestic violence, dating violence, sexual assault, or stalking as their primary purpose.
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# Definition of Victim Service Provider

- A victim service provider is a nonprofit, nongovernmental or Tribal organization or rape crisis center, including a state or Tribal coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including domestic violence shelters, faith-based organizations, and other organizations, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking.

Documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking means: providing at least three years of experience providing specific and targeted services to victims of domestic violence, dating violence, sexual assault, or stalking.

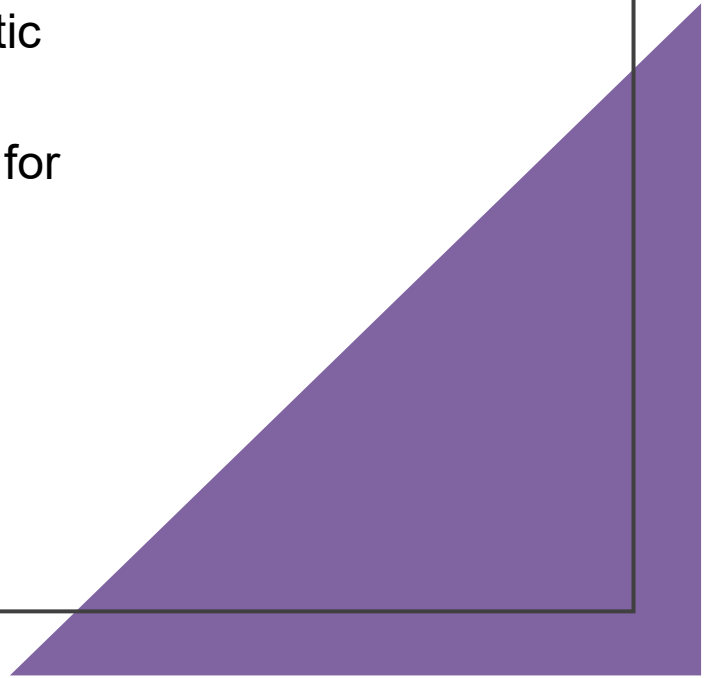
# Ineligible Applicants

An ineligible applicant is an organization or institution not listed as an eligible applicant and does not have a primary purpose of providing targeted and specific services to victims.

Police departments; Pre-trial service organizations; District or city attorneys' offices; Sheriffs' departments; Probation and parole departments; Universities; Mental Health service providers; Substance Use Treatment Centers; Homeless services organizations; and Community Action Programs

# Qualified Applications

- Has been submitted by an eligible applicant
- Does not propose any activities that may compromise victim safety
- Reflects an understanding of the dynamics of sexual assault, domestic violence, dating violence, and stalking
- Does not propose prohibited activities, including mandatory services for victims





# Required Partnerships

- If the applicant is a/an Tribe, state/territory, unit of local government:
  - A designated victim service provider (For Tribes, may be a division of the Tribal government) and designated housing services provider
- A single organization may serve in both roles as long as it meets the definition of victim service provider above, submits the required Letter of Experience, and has the capacity to provide housing services.

# Examples of partnerships for a Tribe, state, or unit of local government

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- A local domestic violence, sexual assault, or dual victim services program and a housing provider, such as an organization that has a history of providing transitional housing through clustered or scattered site apartment units and/or communal housing units.

The victim service provider partner must be included in the development of the program design, including reviewing the policies and procedures, client application and/or eligibility criteria, and training of direct services staff.



## Required Partnerships (cont.)

- If the applicant is an “other organization” that has a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking
  - At least one organization designated as a partner



# Examples of partnerships for “Other organization” applicants

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- Housing providers, landlords, local homelessness coalitions, or other social service providers serving low-income households, community colleges, workforce centers, community action organizations, trauma healing service providers, and public assistance departments. Governmental applicants may include these types of organizations as optional partners as well.

# Types of Applications

- **New:** Applicants that have never received funding under this program or that have not had an active OVW Transitional Housing award since May 22, 2024.
- **Continuation:** Applicants that have an existing or recently closed (after May 22, 2024) OVW Transitional Housing award. Continuation funding is not guaranteed.
- **Current Grantees/Partners:**
  - Current recipients of FY 2023 and FY 2024 awards are not eligible to apply as a lead applicant or partner/subrecipient on an FY 2025 application.
  - Current MOU partners/Subrecipients on FY 2023 and FY 2024 awards are not eligible to apply as a lead applicant or partner/subrecipient of an FY2025 application.
- **Note:** Current recipients with **50 percent or more** of their current award funds unobligated as of May 31, 2025, may not be funded under this NOFO or may get smaller awards than requested.

# Disqualifying Factors

- Program-Specific Unallowable costs
- Risk Review
- Missing required application components
- Missing application deadlines
- Not meeting unique entity identifier and SAM.gov requirements
- Past performance issues
- Nonprofit organizations: holding money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code is not eligible for a grant from this program. See 34 U.S.C. § 12291(b)(15)(B)(ii).
- Limit on Number of Applications: OVW will consider only one application per organization for the same service area

# Program Requirements

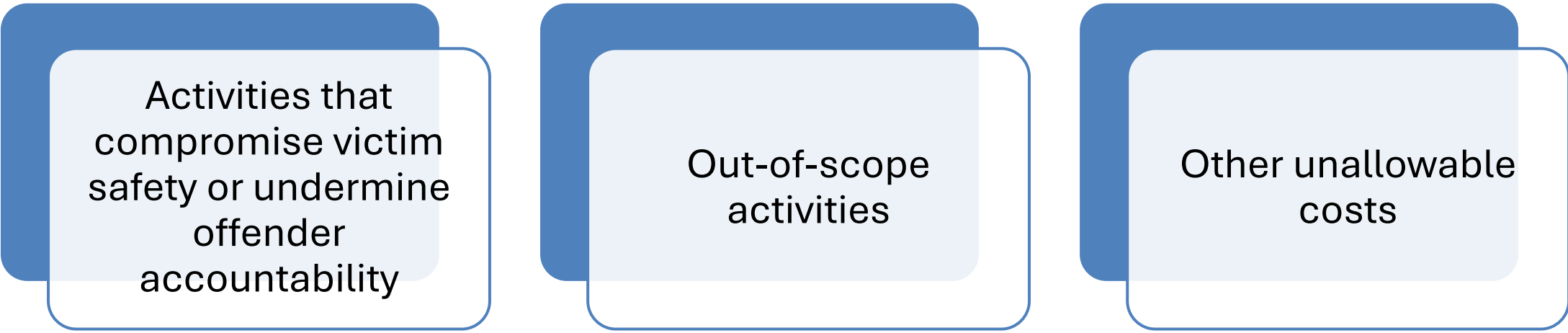
- Participate in OVW-sponsored training and technical assistance (TTA).
- Collect and report performance indicators. Forms, instructions, training, and related tools for each OVW program are available on the VAWA Measuring Effectiveness Initiative webpage.
- Participate in an assessment or evaluation, if OVW conducts one that requires grantee involvement.
- Submit all policies, procedures, rules, and forms to be used in grant-funded transitional housing for review and approval. Recipients may need to adjust any that OVW determines will compromise victim safety, result in unallowable activities, and/or not follow the Voluntary Services Model.
- Significantly involve a victim service provider in the implementation of the project, including the development and review of all policies and procedures and the provision of support services.

# Program Requirements (cont.)

- Ensure that any grantee staff, partner staff, or service providers working with transitional housing victims are trained to work with victims of domestic violence, dating violence, sexual assault, or stalking.
- Send the project coordinator and one other key staff member to an in-person OVW grantee orientation.
- Notify OVW of any changes to the source of funding used to provide transitional housing.
- If providing legal assistance with grant funds, comply with certain statutory requirements related to supervision, training, and expertise of individuals providing legal assistance, among other requirements. The recipient will submit a delivery of legal assistance letter before using grant funds for this purpose. A sample letter listing the full requirements is on the OVW website.
- In addition, grant funds must be used to supplement, not supplant, non-federal funds that would otherwise be available for activities under this program.



# Program-Specific Unallowable Costs



Activities that  
compromise victim  
safety or undermine  
offender  
accountability

Out-of-scope  
activities


Other unallowable  
costs

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# Activities that Compromise Victim Safety or Undermine Offender Accountability

- OVW will not fund activities that compromise victim safety and recovery, deter healing for victims, and/or undermine offender accountability. See the Application Companion Guide for more details. The following are examples specific to this program:
    - Background checks, credit checks, or income verifications of victims
    - Clinical or mental health evaluations of victims
    - Asking victims to participate in vulnerability or homelessness evaluations
    - Alcohol or drug screenings of victims
    - Requiring victims to provide sensitive personally identifying information (dates of birth, social security numbers, identification, etc.)
    - Requiring victims to enroll in a coordinated entry system to determine eligibility or maintain eligibility for assistance
    - Using a waitlist system to maintain an ongoing list of eligible participants for transitional housing
    - Requiring victims to file police reports or obtain restraining orders to be eligible for assistance
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# Out-of-Scope

- Research projects
  - Promoting or facilitating the violation of federal immigration law.
  - Inculcating or promoting gender ideology
  - Promoting or facilitating discriminatory programs or ideology, including illegal DEI and “diversity, equity, inclusion, and accessibility” programs that do not advance the policy of equal dignity and respect
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## Out-of-Scope (2)

- Activities that frame domestic violence or sexual assault as systemic social justice issues rather than criminal offenses
  - Generic community engagement or economic development without a clear link to violence prevention, victim safety, or offender accountability.
  - Programs that discourage collaboration with law enforcement or oppose or limit the role of police, prosecutors, or immigration enforcement in addressing violence against women.
  - Awareness campaigns or media that do not lead to tangible improvements in prevention, victim safety, or offender accountability.
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## Out-of-Scope (3)

- Initiatives that prioritize illegal aliens over U.S. citizens and legal residents in receiving victim services and support.
  - Excessive funding for consulting fees, training, administrative costs, or other expenses not related to measurable violence prevention, victim support, and offender accountability.
  - Any activity or program that unlawfully violates an Executive Order.
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## Out-of-Scope (4)

- Prevention
  - Family violence
  - Foreclosure or Eviction prevention
  - Criminal defense and tort cases
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# Other Unallowable Costs

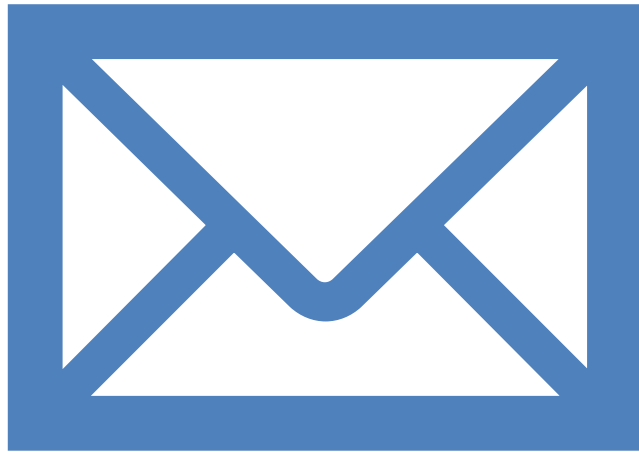
- Lobbying
  - Fundraising
  - Purchase of real property
  - Physical modifications to buildings, including minor renovations (such as painting or carpeting)
  - Construction
  - Payment of rent/bills/utilities in arrears
  - Savings accounts for victims
-

# Limited Use of Funds

- Recipients may use up to two percent of the funds to assess the need for internal improvements
- In addition, OVW will support the following in limited circumstances only:
  - Legal Services
  - Purchase and/or lease of vehicles:
  - Services for children
  - Counseling Services



# Application Contents and Format



## Letter of Intent (Optional)

- Applicants are strongly encouraged to submit a Letter of Intent stating their intention to apply. The letter should be submitted to OVW at [OVW.TransitionalHousing@usdoj.gov](mailto:OVW.TransitionalHousing@usdoj.gov) by **May 22, 2025**. This letter does not obligate the applicant to apply. See the OVW website for a sample Letter of Intent.

# Required Application Components

Required Application Components	Number of Possible Points
Proposal Narrative	
Purpose of the Proposal	10
What Will Be Done	40
Who Will Implement	15
Budget	
Budget Worksheet and Narrative	15
Memorandum of Understanding (MOU)	10
Letter of Experience	10
TOTAL	100



# NEW: Proposal Narrative Formatting

Formatting and Technical Requirements	
OVW may deduct points for Proposal Narratives that do not adhere to the following requirements	
✓	Double-spaced text (charts may be single-spaced)
✓	8½ x 11-inch pages (portrait or landscape format)
✓	One-inch margins
✓	Arial font, type no smaller than 11-point, except for footnotes, which may be 9-point
✓	Page numbers
✓	No more than 15 pages
✓	Documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
✓	Responses to each item on the numbered lists below should include the question/item followed by the response.

# Applicants may

- Write and submit a narrative that follows the formatting and technical requirements outlined in the chart on the previous slide

OR

- Use the [NEW Sample Proposal Narrative](#)
  - The NEW Sample Proposal Narrative is available on the OVW Website, follows all Formatting and Technical Requirements and can be used to draft the applicant's narrative

# NEW Proposal Narrative Changes

- The questions/items that applicants must respond to have changed
- The entire Proposal Narrative must be limited to 15 pages
- Responses to **Section 1: Purpose of the Proposal** must be limited to 2 pages
- Read the entire NOFO prior to applying to ensure compliance with the new NOFO requirements



# Memorandum of Understanding

- A collaborative MOU document is an agreement made among all the identified project partners and the lead applicant. The purpose of the collaborative MOU agreement is to inform all partners of each other's roles, responsibilities, and compensation.
  - The MOU is not 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.
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# MOU agreement formatting and technical requirements

<input checked="" type="checkbox"/>	<p>A single document that demonstrates that all partners are aware of each other and the proposed services the partners intend to provide.</p> <p>All partner names and signature lines should be listed in the single document.</p>
<input checked="" type="checkbox"/>	<p><b>Signed</b> and <b>currently</b> dated by the Authorized Representative of each proposed partner organization during the development of the application.</p> <p>Currently dated is defined as a date during the application period, <b>January 14, 2025- June 11, 2025</b></p>
<input checked="" type="checkbox"/>	<p>The MOU must include responses to all questions/items outlined in the NOFO</p>
<input checked="" type="checkbox"/>	<p>The completed document can be uploaded as a Word or PDF document. Applicants may use the <b><u>Sample MOU</u></b> found on the OVW Website that meets the formatting requirements of this NOFO.</p>



# Signature requirements

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OVW will accept electronic signatures. A valid electronic signature will have the following characteristics:

- Similar to ink signatures, electronic signatures are only valid if each party intended to sign the document;
- All parties must agree to sign the document electronically, and view electronic signatures as equal to ink signatures;
- The system used to capture the signature must keep a record of the signature (including the date the signature was captured);
- Electronic signature records are available to be produced for reviewed at any time.

MOUs missing signatures will result in **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.

# Letter of Experience

- All applications must include a Letter of Experience (LOE). The LOE must describe the organization's history of effective direct services work with victims of domestic violence, dating violence, sexual assault, or stalking.
- If the lead applicant is a **state, Tribe, or unit of local government**, the LOE must be written and signed by the victim service provider partner that will provide direct victim services for the proposed project.
- If the lead applicant is an “other organization” as described in the Eligibility section of this NOFO, the LOE must be written and signed by the applicant.

# LOE formatting and technical requirements

<input checked="" type="checkbox"/>	Limit of two pages. Additional pages will not be reviewed.
<input checked="" type="checkbox"/>	Written and signed by the organization with the required experience.
<input checked="" type="checkbox"/>	Must be currently dated. Currently dated is defined as a date during the application period, January 14, 2025-June 11, 2025.
<input checked="" type="checkbox"/>	The LOE must contain responses to questions/items 1-5 below. If the applicant is seeking the priority for supporting the housing needs of victims of non-intimate partner sexual assault, answers also are required for questions/items 6-8, as applicable.
<input checked="" type="checkbox"/>	Applicants may format the LOE as a numbered list with questions/items and answers. Applicants may use the Sample LOE found on the OVW Website that meets the formatting requirements of this NOFO.





# Signature requirements (cont.)

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OVW will accept electronic signatures. A valid electronic signature will have the following characteristics:

- Similar to ink signatures, electronic signatures are only valid if each party intended to sign the document;
- All parties must agree to sign the document electronically, and view electronic signatures as equal to ink signatures;
- The system used to capture the signature must keep a record of the signature (including the date the signature was captured);
- Electronic signature records are available to be produced for reviewed at any time.

LOEs missing signatures will result in **removal from consideration.**

## Data Requested with Application

- Applicants must complete the Pre-Award Risk Assessment questionnaire in JustGrants.
- The questions are listed in Appendix B of the NOFO.

# Budget Worksheet and Narrative

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- All applications must include a detailed budget and budget narrative.
  - See the sample Budget Detail Worksheet and the [Creating a Budget](#) webinar available on the OVW website.
  - Applicants must submit reasonable budgets based on the resources needed to implement their projects in their specific geographic location

# Budget Worksheet and Narrative (2)

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- **Provide total amount:** Applicants proposing to use grant funds for both housing and support services or for housing alone may apply for up to \$500,000; applicants proposing to use grant funds for support services only may apply for up to \$400,000. The budgeted total must be the same as the total “estimated funding” on the SF-424 and reflect 36 months of project activity.
  - **Provide line item descriptions:** 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.
  - **Clearly link activities:** Present a clear link between the specific project activities and the proposed budget items. The budget should not contain items that are not described in the proposal narrative.
  - **Compensate project partners:** Fairly and reasonably compensate at least one, if not all, of the project partners for time and travel to participate in project development, training, and implementation. If a partner is a state or unit of local government and the partnership duties are conducted within the course of its “regular” scope of work, the partner may offer not to be compensated, as long as this arrangement is stated clearly in the budget and MOU.
  - **Include language access funds:** Include sufficient funds to provide language access, identify other funds that the applicant has budgeted for language access for this project, or describe other resources that the applicant has available to ensure meaningful access for persons with limited English proficiency. See the Accessibility section of this NOFO for more information.

# Budget Worksheet and Narrative (3)

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- **Include accessibility funds:** Include sufficient funds to provide access for people with disabilities or who are Deaf/hard of hearing, identify other funds that the applicant has budgeted for access for this project, or describe other resources that the applicant has available to ensure meaningful access for such people. See the Accessibility section of this NOFO for more information.
  - **Include OVW-sponsored training and technical assistance (TTA) travel:** Include funds to attend OVW-sponsored TTA in the amount of \$15,000 for applicants located in the 48 contiguous states and \$20,000 for applicants located in the territories, Hawaii, and Alaska. This amount is for the entire 36-month award period, not per year. Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences or training for which they would like permission to use grant funds to support staff/project partner attendance.
    - Travel funds may also be used to travel to other OVW Transitional Housing Assistance Grant recipients for peer-to-peer technical assistance. Prior approval from OVW is required prior to using funds for this purpose.
  - **Include fees or other program income:** Describe program income and/or any fees charged to transitional housing participants. Note that OVW encourages applicants to provide housing and support services to victims at no cost.
  - **Limit legal assistance costs:** Limit these costs to 10% of total project costs.
  - **Identify subawards and contracts:** Distinguish between subawards and contracts in allocating any grant funds to other entities.

# Grants and Financial Management (GFMD)

- Summary Data Sheet (questionnaire)
    - Single Audit (threshold and fiscal year)
    - IRS three-step safe-harbor procedure—Executive Compensation
  - Sample Disclosure Letter
    - Address all four parts
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- Pre-Award Risk Assessment (questionnaire)
    - Eleven questions; Multiple parts to each question
  - Most Common issues:
    - Brief list of policies and procedures not provided
    - Budgeted vs. Actual process not provided
    - Record Retention policy not provided
    - Knowledge of rules and regulations

# GFMD Resources

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- Training for OVW Applicants: <https://www.justice.gov/ovw/resources-applicants>
- Budget Information and Sample Budget Detail Worksheet: <https://www.justice.gov/ovw/media/1326736/dl?inline>
- Creating a Budget Webinar: <https://www.justice.gov/ovw/video/creating-budget-training-ovw-applicants>
- Uniform Guidance - 2 CFR Part 200: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>
- DOJ Grants Financial Guide: <https://www.justice.gov/ovw/media/1375646/dl?inline>
- Program Specific Solicitation: <https://www.justice.gov/ovw/open-notice-of-funding-opportunities>

# GFMD Contact Information

— OVW GFMD Helpdesk:

1-888-514-8556

[OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov)





# NEW Resources for Applicants

# Resources and Samples



Sample Proposal  
Narrative



Sample Memorandum  
of Understanding



Sample Letter of  
Experience



Sample Budget  
Narrative and  
Worksheet



Summary Data Sheet  
Fillable Form



Minimum Application  
Requirements Tip  
Sheet



Application  
Component Checklist

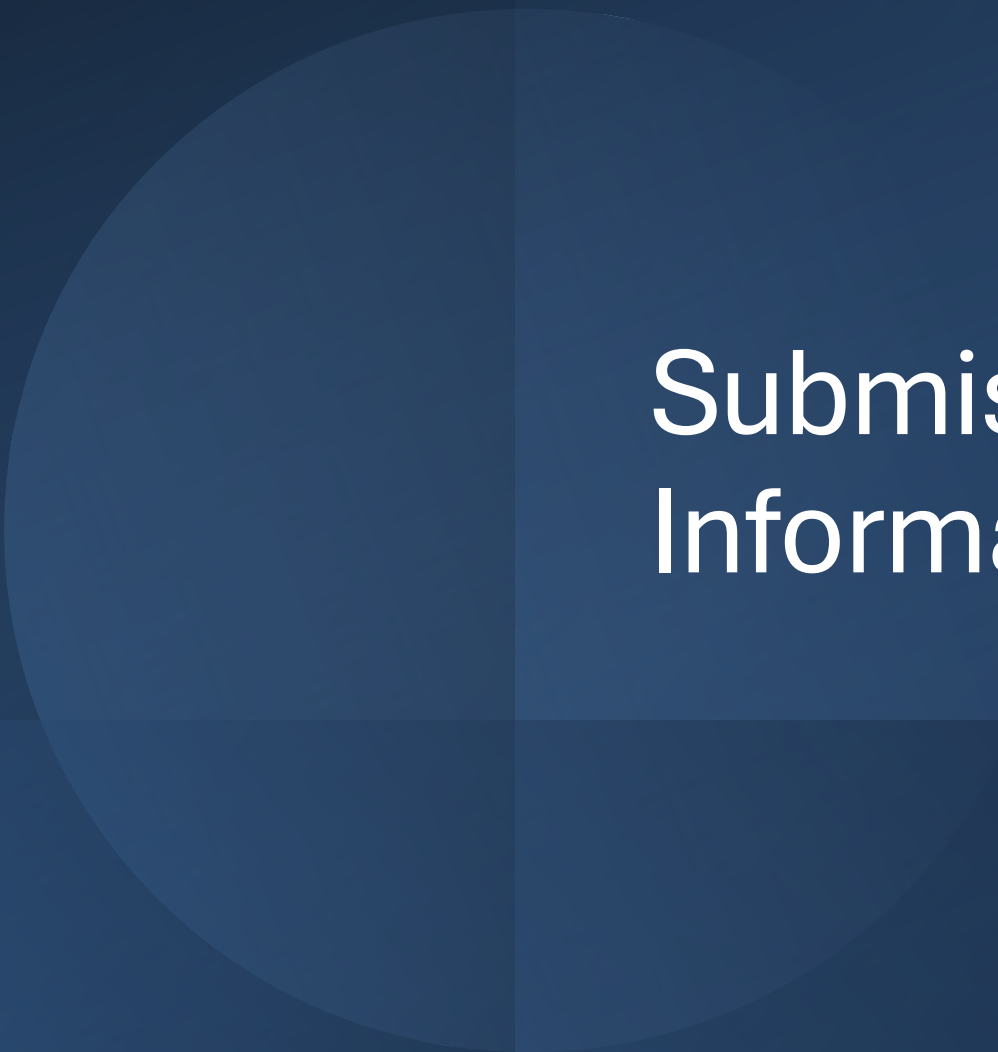
# Samples and Resources

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OVW strongly encourages applicants to refer to and utilize the samples that are available

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All samples follow the required technical and formatting guidelines



# Submission and Deadline Information

# Prior to Application

Website	Registration Guidance
SAM.gov	Visit the SAM website for details and resources for first-time registration or renewal of an existing registration. <b>Registration takes an average of 2 to 3 weeks.</b>
Grants.gov	Registration with <a href="#">Grants.gov</a> takes an average of 1 week.
JusticeGrants.usdoj.gov	Registration with JustGrants needs to be completed <u>ONLY</u> after successful submission of <a href="#">Step 1</a> of the application as described below under How to Apply.

# Step 1: Grants.gov

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**Deadline to submit form SF-424: 11:59 PM  
ET on June 9, 2025**

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Submit early

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Form preview

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Type of applicant

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Federal funding requested

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Required match

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Authorized Representative

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Question 19

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More information can be found in Section 5 of the  
NOFO

# Step 2: JustGrants

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**Deadline to submit the full application:**

**8:59 PM ET on June 11, 2025**

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JustGrants functions best using a PC with a Chrome or Edge web browser

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Applicants begin Step 2 of the application submission process by reviewing the Standard Applicant Information in JustGrants

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Make edits as needed, confirming:

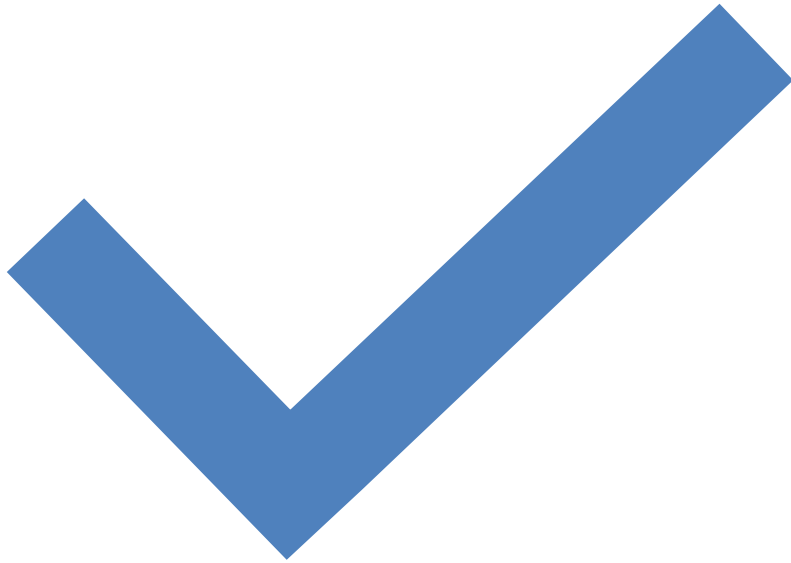
The Authorized Representative

Verifying the legal name and address

Entering the Zip codes for the areas served by the project

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OVW encourages applicants to review the [JustGrants](#) website for more information, resources, and training.



# Application Review Information

- The following are stages applications are reviewed:
  - Responsiveness Review
  - Peer Review
  - Programmatic Review
  - Past Performance Review
  - Risk Review



# Award Notices

Applicants should be made aware of funding decisions on or around October 1, 2025



# Questions?

Contact us at:

[OVW.TransitionalHousing@usdoj.gov](mailto:OVW.TransitionalHousing@usdoj.gov)