

Grants to Improve the Criminal Justice Response (ICJR)

FY 2025 Pre-Application Information Session Webinar



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ICJR Notice of Funding Opportunity (NOFO)

- Posted on May 6, 2025, as a “REVISED” NOFO
- Applications submitted through two-step process:
 - SF-424 and SF-LLL in Grants.gov by **June 16, 2025** (11:59 PM EST)
 - Full applications in JustGrants by **June 18, 2025** (8:59 PM EST)
- Funding decisions are anticipated by October 1, 2025.



ICJR Program



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Eligible Applicants

pg. 6-7

- 1) States and Territories
- 2) Units of Local Government
- 3) Indian Tribal Governments
- 4) Courts
- 5) Victim Service Providers

All applicants must include a required partner.



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Partnership Requirements

pg. 8-9

Government Applicants

(states, tribal governments, units of local government, and courts)

- Victim service provider
- A state domestic violence or sexual assault coalition

Victim Service Providers or DV/SA State or Tribal Coalitions

- State Government,
- Unit of Local Government,
or
- Tribal Government,



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ICJR Purpose Areas

pg. 10-13

The ICJR Program has **26** purpose areas, and funds must be used for one or more of these purpose areas.

State/tribal **coalitions and victim service providers who apply as the lead applicant** may only seek funding to address **purpose areas 5, 10, and/or 17.**



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Sexual Assault Statutory Set Aside pg. 13-15

- Applicants proposing to implement **45 percent or more** of their project activities to support sexual assault responses may apply for up to **\$200,000** in additional funding.
- Applicants must address purpose areas 11, 13, 17, 18, 19, 20, 21, and/or 25 if you are interested in meeting this set aside.
- Examples of key activities that meaningfully address these purpose areas can be found on pages 14-15 of the ICJR NOFO.

Note: If successful in receiving a FY 2025 award, applicants may be eligible to receive up to 24 months of noncompetitive additional funding.



ICJR Grant Program Statutory Priority Areas Information

pg. 15

- OVW has 4 Statutory Priority areas
- Applicants proposing to address one or more of these statutory priority areas must discuss how they meet one or more of these priority areas in the proposal narrative and identify the statutory priority area(s) addressed within the “Summary Data Sheet” section.



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1. 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;
2. 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.
3. Proposals submitted by states or units of local government that certify they comply with federal immigration law, including 8 U.S.C. § 1373.



Out of Scope Activities

pg. 17-18

- There are 19 Out-of-Scope Activities
- Out-of-Scope activities cannot and will not be funded by OVW
- Applicants must submit a Certification Regarding Out-of-Scope Activities



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Unallowable Costs

pg. 18

1. Lobbying, except with explicit statutory authorization;
2. Fundraising;
3. Purchase of real property;
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting);
5. Construction.



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ICJR Application Contents and Format



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Required Application Content

pg. 20

Required for Eligibility

- Proposal Narrative (80 points)
 - Purpose of the Proposal (20 points)
 - What Will Be Done (45 points)
 - Who Will Implement (15 points)
- Budget Worksheet & Narrative (15 points)
- MOU and/or Letter of Commitment (LOC) – from courts, Tribal governments, and Tribal victim service providers (5 points)



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Formatting and Technical Requirements

pg. 20

Applications must adhere to the following:

- Double-spaced (charts may be single spaced)
- 8½ x 11 inch pages
- One-inch margins
- Arial font, type no smaller than 11 point, except for footnotes, which may be 9 point
- Page numbers
- No more than 20 pages for the Proposal Narrative
- Documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
- Headings and sub-headings that correspond to the sections identified in this section of the NOFO



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Proposal Narrative

pg. 21-22

- Purpose of the Proposal
- What Will Be Done
- Who Will Implement



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Budget Worksheet & Narrative

pg. 22-24

- Submit a detailed budget.
- Include detailed calculations illustrating how costs were determined.
- Include funds to attend OVW sponsored Training and Technical Assistance in the amount of \$40,000 (or \$45,000 for AK, HI and US Territories)
- Include funds to support – or describe in-kind resources for – victims who are disabled, Deaf or hard of hearing, and as victims with Limited English Proficiency.
- If applying for the Sexual Assault Set Aside, may include an additional \$200,000 in funding.



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Memorandum of Understanding (MOU)

pg. 27

The MOU must:

- Be a single document, and
- Be signed and dated by the Authorized Representative of:
 - The lead applicant
 - The mandatory partner
 - Each proposed partner organization

A sample MOU is available on the OVW website.



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Letter(s) of Commitment (LOCs)

pg. 28-29

- The Letter of Commitment (LOC) must be included as an attachment to the application in JustGrants.
- Eligible to submit:
 - Courts
 - Tribal governments or
 - Tribal Victim Service Providers



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ICJR Award Information



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New Certifications

pg. 29-30

- Certification Regarding Out-of-Scope Activities (mandatory)
- Certification Regarding Compliance with Federal Immigration Law (optional)



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Certifications of Eligibility (COEs)

pg. 30-34

- Pursuant to 34 U.S.C. § 10461(c), **all applicants must provide Certifications of Eligibility (COEs)** about the laws, policies, and/or practices of its jurisdiction to qualify for an ICJR award.
- Each certification varies depending upon the **type of lead applicant** and whether their jurisdiction is in, or will come into, compliance.
 - 3 Certifications are **required** for all applicants, except for Courts
 - **ICJR General Certification of Eligibility**
 - **Prosecution Certification of Eligibility**
 - **Minor Certification of Eligibility**



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ICJR General Certification of Eligibility

pg. 31-32

- The ICJR General Certification of Eligibility requires compliance with five (5) components listed in the NOFO.
- Each jurisdiction must certify compliance at the time of application
- Note that only the governmental partners may execute and sign this certification (i.e. not a victim service provider or state coalition).

Sample ICJR General Certification of Eligibility are available online.



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Prosecution Certification of Eligibility

pg. 33

- The Prosecution Certification requires compliance with three (3) components:
 1. Training regarding victim-centered approaches,
 2. Policies that support a victim-centered approach, informed by training, and
 3. Protocol and procedures related to material witness petitions and bench warrants.
- Each jurisdiction **must state if they are in compliance or will come into compliance within 3 years of award.**
- The ICJR Unit will provide multiple training & technical assistance options to meet the requirement during the 36-month lifespan of the award.



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Minor Certification of Eligibility

pg. 33

- The Minor Certification requires that the grantee:
 - certify that the laws, policies, and practices of the State or the jurisdiction in which the eligible grantee is located prohibits the prosecution of a minor under the age of 18 with respect to prostitution.
- Each jurisdiction **must state if they are in compliance or come into compliance within the period ending on the date on which the next session of the State or Indian tribal legislature ends.**



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HIV Certification

pg. 34-35

- States and units of local government applicants must submit a HIV Certification, Assurance, or Exemption.
 - Victim Service Provider and State Coalition applicants are exempt from this element of the application and may provide an exemption letter.
- OVW will withhold 5 percent of total awards for states or units of local government until they can certify that they have a law, policy, or regulation that complies with the HIV statute
 - Or if they will come into compliance within the period ending on the date on which the next session of the state or tribal legislative session ends.

Sample HIV Certifications are available online.



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Delivery of Legal Assistance Certification

pg. 35-36

Any recipient or subrecipient providing legal assistance with funds awarded under the ICJR program must certify in writing that they comply regarding:

1. The licensure or certification of the person providing legal assistance,
2. The program training requirements,
3. That victim service providers, state coalitions, and state and local law enforcement are informed of the scope of legal services work, and
4. That organizational policies do not require mediation or counseling.

Sample Delivery of Legal Assistance Certification is available online.



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OVW Grants & Financial Management Division



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Grants Financial Management Division (GFMD)

The following are critical components of your application and must be completed:

- Pre-Award Risk Assessment
 - 11 questions found on page 48-49 of NOFO
- Summary Data Sheet
 - 22 questions attached as a separate document and found on page 50-55 of the NOFO



GFMD Resources

Training for OVW Applicants:

<https://www.justice.gov/ovw/resources-applicants>

Budget Information and Sample Budget Detail Worksheet:

<https://www.justice.gov/ovw/page/file/1107316/download>

Creating a Budget:

<https://www.justice.gov/ovw/video/creating-budget>



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Resources (cont.)

Uniform Guidance - 2 CFR Part 200:

<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>

DOJ Financial Guide:

<https://www.justice.gov/media/1282146/dl?inline=>

Program Specific NOFOs:

<https://www.justice.gov/ovw/open-notices-of-funding-opportunities>



Contact Information

OVW GFMD Helpdesk:

1-888-514-8556

OVW.GFMD@usdoj.gov



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ICJR Application Submission Tips & Resources



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How to Apply

- Applicants may find this funding opportunity on Grants.gov by:
 - Using the Assistance Listing number (16.590),
 - Grants.gov Opportunity number (O-OVW-2025-172417), or
 - The title of this NOFO, all of which can be found on the cover page
- The FY 2025 application submission process is a **two-step process**
 - Application documents will be started in Grants.gov and fully submitting in JustGrants



Applying through Grants.gov and JustGrants

- Step 1
 - Submit SF-424 and SF-LLL in Grants.gov
 - Submit these early – 48 hours before the Grants.gov deadlines
- Step 2
 - Submit the full application in JustGrants
 - Most of the application will require documents to be uploaded as attachments



Application Submission Checklist (Required)

pg. 39-41

- SF-424
- Proposal Abstract
- Pre-Award Risk Assessment
- Summary Data Sheet
- Proposal Narrative
- Budget Worksheet and Narrative
- Memorandum of Understanding (MOU)/ Letter(s) of Commitment (LOC)
- Letter of Nonsupplanting
- Confidentiality Notice Form
- ICJR General Certification of Eligibility
- Service Area Maps
- Job Descriptions
- Certification Regarding Out-of-Scope Activities



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Application Submission Checklist (if applicable)

pg. 39-41

- Indirect Cost Rate Agreement
- Disclosure of Process Related to Executive Compensation
- Disclosure of Lobbying Activities
- Summary of Other Federal Funding
- Delivery of Legal Assistance Certifications
- Proof of 501(c)(3) Status (Nonprofit Organizations only)
- Prosecution and Minor Certifications of Eligibility
- HIV Certification
- Statutory Priority Area Attachment
- Certification Regarding Compliance with Federal Immigration Law



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Application Submission Tips

Tip #1 Start Early

Tip #2 Read the Instructions

Tip #3 Don't Duplicate

Tip #4 Tell a Story



Resources (General)

- OVW Resources for Applicants:

<https://www.justice.gov/ovw/resources-applicants>

- OVW FY 2025 Application Companion Guide:

<https://www.justice.gov/ovw/media/1374971/dl?inline>



Have Questions...

- Programmatic Questions:
 - Email your OVW.ICJR@usdoj.gov or call 202-307-6026
- Financial Questions:
 - Email OVW.GFMD@usdoj.gov or call 1-888-514-8556
- Technical Questions
 - Grants.gov Applicant Support: email support@grants.gov or call 800-518-4726
 - OVW JustGrants Support: email OVW.JustGrantsSupport@usdoj.gov or call 866-655-4482



Reminders

Submit in Grants.gov by 11:59 pm ET on **June 16, 2025**.

Applications are DUE in JustGrants by 8:59 pm ET on **June 18, 2025**.

Questions about ICJR? OVW.ICJR@usdoj.gov

