



U.S. Department of Justice
Office on Violence Against Women (OVW)

OVW Fiscal Year 2019 Enhanced Training and Services to End Abuse in Later Life Program Solicitation

Release Date: on or about November 6, 2018

Eligibility

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 this solicitation, OVW will accept applications for the Abuse in Later Life Program from the following: New applicants that have never received funding or that received funding in FY 2002 through FY 2013 under the Abuse in Later Life Program and continuation applicants that have an existing award under the Abuse in Later Life Program or that received funding in FY 2014 – FY 2016. Grant recipients that received funding under the Abuse in Later Life Program in FY 2017 or 2018 are NOT eligible to apply.

(See “[Eligibility Information](#)”)

Deadlines

Applications are due by 11:59 p.m. Eastern Time (E.T.) on January 8, 2019
(See “[Submission Dates and Times](#)”)

Registration Information: 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 December 18, 2018.

(See "[Registration](#)")

Letter of Intent: Applicants are strongly encouraged to submit a Letter of Intent to OVW.Elder@usdoj.gov by December 18, 2018. This letter confirms that the applicant has registered with SAM and Grants.gov. Submitting a Letter of Intent will not obligate a potential applicant to submit an application. Interested applicants who do not submit a Letter of Intent are still eligible to apply.

(See "[Letter of Intent](#)")

Pre-Application Information Sessions: OVW will conduct two web-based Pre-Application Information Sessions for entities interested in submitting an application for this program. Participation in these sessions is optional. Interested applicants who do not participate are still eligible to apply.

(See "[Pre-Application Information Session\(s\)](#)")

Contact Information

For assistance with the requirements of this solicitation, email OVW at OVW.Elder@usdoj.gov. Alternatively, interested parties may call OVW at (202) 307-6026.

Submission and Notification Information

Submission: Applications for this program will be submitted through Grants.gov. For technical assistance with Grants.gov, contact the Grants.gov Customer Support Line at 1-800-518-4726.

The Grants.gov number assigned to this announcement is OVW-2019-15583.

Notification: OVW anticipates notifying applicants of funding decisions by October 1, 2019.

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OVW Enhanced Training and Services to End Abuse in Later Life Program (CFDA 16.528)

A. Program Description

Overview

The Office on Violence Against Women (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 sexual assault, domestic violence, dating violence, and stalking. OVW grants support coordinated community responses to hold offenders accountable and serve victims.

About the OVW Enhanced Training and Services to End Abuse in Later Life Program

This program is authorized by 34 U.S.C. § 12421. In Fiscal Year 2019, OVW plans to fund projects that will support a comprehensive approach to addressing elder abuse in their communities. These projects will provide training to criminal justice professionals to enhance their ability to address elder abuse,¹ neglect, and exploitation; provide cross-training opportunities to professionals working with older victims; establish or support a coordinated community response to elder abuse; and provide or enhance services for victims who are 50 years of age or older (hereinafter “older victims”). For additional information about this program see <https://www.justice.gov/ovw/grant-programs> and <http://muskie.usm.maine.edu/vawamei/abuselatermain.htm>.

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 the provisions of this solicitation, the [DOJ Financial Guide](#), including updates to the guide after an award is made, the section of the [Solicitation Companion Guide](#) entitled “Post-Award Requirements for All Federal Grant Recipients,” and the conditions of the award.

Mandatory Purpose Areas

Pursuant to 34 U.S.C. § 12421, funds under this program must be used for 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;

¹ The term “elder abuse” means any action against a person who is 50 years of age or older that constitutes the willful: (A) infliction of injury, unreasonable confinement, intimidation, or cruel punishment with resulting physical harm, pain, or mental anguish, or (B) deprivation by a person, including a caregiver, of goods or services with the intent to cause physical harm, mental anguish, or mental illness. See 34 U.S.C. § 12291(a)(11).

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; and
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, applicants may request that OVW waive one or more of the mandatory purpose area activities. All applicants requesting such a waiver must clearly demonstrate that the mandatory purpose areas 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 program narrative without adding to the total award amount.

Permissible Purpose Areas

Abuse in Later Life Program funds also 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; or
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.²

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). Culturally specific populations refer 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). 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 OVW programming for these populations will be given special consideration.

² Successful applicants may not use more than 10 percent of the total grant funds to conduct outreach activities and awareness campaigns.

Activities that Compromise Victim Safety and Recovery and 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. Information on activities that compromise victim safety and recovery and undermine offender accountability may be found in the [Solicitation Companion Guide](#).

Applications that propose any activities that compromise victim safety and recovery or undermine offender accountability may receive a deduction in points during the review process or may be eliminated from consideration entirely.

Out-of-Scope Activities

The activities listed below are out of the program scope, and they will not be supported by this program's funding.

1. Research projects. (This does not include program assessments conducted only for internal improvement purposes. For information about DOJ regulations on research involving human subjects, see "Research and Protection of Human Subjects" in 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 develop training materials for use by grantees of this program. These materials must be used for the trainings funded under this program.

Applications that propose activities that are deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration entirely.

Activities Requiring Prior Approval

Activities listed below will require prior approval in order to be supported by grant funds.

1. Surveys.

B. Federal Award Information

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 2019 funding, depending on the merits of the applications and the availability of funding.

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. Generally, the award period will start on October 1, 2019.

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. Generally, the award period will start on October 1, 2019.

This program typically makes awards in the range of \$375,000 to \$400,000. OVW estimates that it will make up to 9 awards for an estimated \$3,400,000.

Funding levels under this program for FY 2019 are:

1. New applicant awards will be made for up to \$400,000 for the entire 36 months.
2. 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.

Awards will be made as cooperative agreements. Cooperative agreements are a form of award where the federal awarding agency has 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 elder abuse and working with grantees to develop strategic plans addressing outreach and direct services for older victims.

Types of Applications

In FY 2019, OVW will accept the following types of applications for this program:

New: applicants that have never received funding under this program or that received funding in FY 2002 through FY 2013 under the Abuse in Later Life Program. FY 2002 through FY 2013 recipients cannot apply as continuation applicants.

Continuation: applicants that have an existing or recently closed (within the last 12 months) award under this program or that received funding in FY 2014 – FY 2016. Continuation funding is not guaranteed.

This program’s grant recipients that received an FY 2017 or FY 2018 award are NOT eligible to apply.

Additionally, current grantees with a substantial amount of funds remaining (50% or more of the award) at the time of application submission without adequate justification may not be considered for funding, or may receive a reduced award amount if selected for funding in FY 2019.

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 management/leadership level representatives from its four required Memorandum of Understanding (MOU) partners and the project coordinator to a three-day grantee orientation. Attendance at orientation will 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 to a three-day training of trainers. Attendance at this training will require participants to travel to this OVW-sponsored event. Applicants must include funds in their budgets to send participants to this training. 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 training and the project coordinator who will attend this event as an observer.
3. Law Enforcement Trainings: Each grantee must have its multidisciplinary training 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 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 receive 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 letter of commitment (see section on "Letters of Commitment" 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 receive commitment(s) from prosecutors' office(s) in its jurisdiction to have prosecutors attend the National Institute on the Prosecution of Elder Abuse, a three-and-one-half-day course designed to challenge prosecutors to reevaluate their approach to prosecuting elder abuse cases. The commitment must be shown in the required letter(s) of commitment from participating prosecutors' offices agreeing to have their personnel attend these trainings (see section on "Letters of Commitment" 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 will 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 will 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. While this activity is not mandatory, 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 "Training of Trainers" Training: 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 training of trainers on providing services to older victims. This agreement must be detailed in the MOU. Attendance will require participants to travel to this OVW-sponsored training event. Applicants must include funds in their budget to send participants to this training.
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 letter(s) of commitment (see section on Letters of Commitment in the "[Content and Form of Application Submission](#)" section) that must be submitted with the application.
9. Kickoff/Coordinated Community Response Events:
Each applicant and its project partners must agree to conduct a local full day cross-training. This cross-training consists of two events:
 - o Kickoff Event: This half-day "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 will focus on helping each discipline develop a better understanding of the role each one plays in addressing elder abuse in their community.

- Coordinated Community Response (CCR) Event: This half day event follows the Kickoff Event and allows 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 Technical Assistance Provider. Grantees will be responsible for providing the venue for this local event.

Training/Cross-Training - Continuation applicants

Continuation applicants that receive funding under the Abuse in Later Life Program must attend New Grantee Orientation. Continuation grantees 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.

Collaborative Community Responses – New and continuation applicants

Each partner must agree to establish or support a multidisciplinary collaborative community response to abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect, and provide details about these efforts in the MOU. OVW will provide intensive and comprehensive technical assistance 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 new applicants are required to allocate funds for outreach and direct services for older victims (a minimum of 25% of the proposed budget).

- Planning Phase: Grantees will work with OVW and Abuse in Later Life Program Technical Assistance 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:
 - conducting a community needs assessment;
 - 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.
- Implementation Phase: Upon successfully completing the planning phase and 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. Funds included in the budget for the implementation phase will be placed on hold through a special condition of the award. The grantee will not have access to these funds until OVW determines that: 1) the grantee has successfully completed the planning

phase, 2) the proposed use of funds addresses the needs of older victims as identified during the community needs assessment, and 3) the grantee has an acceptable strategic plan in place. During this phase, grantees will continue working with OVW and OVW Technical Assistance 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 individuals. All continuation applicants are required to allocate funds for outreach and direct services for older victims (a minimum of 33% of the proposed budget).

- Critical Assessment

Continuation 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.

C. Eligibility Information

Applications that are submitted by ineligible entities or that do not meet all program eligibility requirements will not be considered for funding. In addition, an application that is 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](#), and 6. [timeliness](#). Further, an applicant with [past performance issues](#), long-standing open audits, or an open criminal investigation also may not be considered for funding.

Eligible Applicants

The following entities are eligible to apply for this program:

1. States;³
2. Units of local government;⁴
3. Tribal governments or tribal organizations;⁵

³ A state is any of the states, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands. See 34 U.S.C. § 12291(a)(31).

⁴ 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).

⁵ A 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). 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). In these definitions, the term "Indian tribe" refers to 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).

4. Population specific organizations with demonstrated experience in assisting individuals over 50 years of age;⁶
5. Victim service providers with demonstrated experience in addressing domestic violence, dating violence, sexual assault, and stalking;⁷ and
6. State, tribal, or territorial domestic violence or sexual assault coalitions.⁸

Non-eligible entities generally include, but are not limited to:

- Police departments;
- Pre-trial service agencies;
- District or city attorneys' offices;
- Sheriffs' departments;
- Probation and parole departments;
- Regional Councils/Planning Commissions; and
- Universities.

The above non-eligible entities are not considered units of local government for the purposes of this program. These agencies or organizations are not eligible to apply directly for funding, but may assume responsibility for the development and implementation of the project. They must have their state, a tribal government, or a unit of local government apply as the lead applicant.

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.⁹

Nonprofit Organization Requirement – 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).

⁶ 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).

⁷ 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. See 34 U.S.C. § 12291(a)(43).

⁸ 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 Center for Injury Prevention and Control of the Centers for Disease Control and Prevention under the Public Health Service Act (42 U.S.C. §§ 280b et seq.). See also 34 U.S.C. § 12291(a)(32), (33) & (35).

⁹ Regarding a tribal consortium application, the applicant must submit documentation of authority as described above from each tribal consortium member, unless existing consortium bylaws or other tribal governance documents allow action without explicit authorization from the member tribes in the consortium. In that case, the tribal consortium must submit a resolution, a letter, affidavit, or other documentation, as appropriate, that certifies that the tribal consortium has the legal authority to apply for grants on behalf of the consortium. **This documentation must be current, sufficient to demonstrate authority for the application, contain authorizing signature(s), and submitted by the application's due date.** In addition, a copy of the bylaws or other governance documents that allow the tribal consortium's action without support from all consortium members must be included with this documentation.

Nonprofit Organization Requirement – Offshore Accounts

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 match or cost sharing requirement.

Other Program Eligibility Requirements

In addition to meeting the eligible entity requirements outlined above, applications 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 2019 solicitation.

Required Partnerships

Each applicant must demonstrate that it is part of a multidisciplinary partnership. This required partnership must be detailed in a Memorandum of Understanding (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; and
4. At least one nonprofit program or government agency with demonstrated experience in assisting individuals in later life.

Limit on Number of Applications

OVW will consider only one application per organization for the same service area in response to this solicitation. 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.

D. 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. Applicants wishing to request a paper copy of these materials should contact OVW.Elder@usdoj.gov or Kimberly Shamberger at 202-514-7998.

Pre-Application Information Sessions

OVW will conduct two web-based pre-application information sessions for entities interested in submitting an application for this program. During these sessions, OVW staff will review this program's requirements, review the solicitation, and allow for a brief question and answer period. These sessions are tentatively scheduled for:

1. November 27, 2018
2. December 11, 2018

The total number of participants for each session may be limited, and therefore interested participants from the same agency/jurisdiction are expected to participate together. OVW

reserves the right to deny multiple registrations from a single agency/jurisdiction to allow as many interested applicants as possible to participate.

To register, contact Kimberly Shamberger at kshamberger@usdoj.gov or at 202-514-7998. Registration must be received at least three days prior to the start of the session. Participants are not registered until they receive a confirmation email. Webinars will be captioned in English and Spanish. Interested applicants needing additional language assistance should contact this program's POC at kshamberger@usdoj.gov or at 202-514-7998 as soon as possible, but no later than November 20, 2018.

Content and Form of Application Submission

The information below (“**Letter of Intent**” through “**Additional Required Information**”) describes the full content and form of application submission. For a complete checklist of required contents, see the “[Other Information](#)” section in this solicitation.

Letter of Intent

Applicants intending to apply for FY 2019 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 by December 18, 2018. This letter will not obligate the applicant to submit an application. See <https://www.justice.gov/ovw/resources-applicants> for a sample Letter of Intent.

Formatting and Technical Requirements

Applications must follow the requirements below. Points may be deducted for applications that do not adhere to the following requirements:

1. Double spaced (Project Abstract, Summary Data Sheet and charts may be single spaced)
2. 8½ x 11 inch paper
3. One-inch margins
4. Type no smaller than 12 point, Times New Roman font
5. Page numbers
6. Project Narrative may be no more than 20 pages for new applicants and no more than 25 pages for continuation applicants.
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 following required documents and demonstrate that the program eligibility requirements have been met. 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. Project Narrative
2. Budget Detail Worksheet and Narrative
3. Memorandum of Understanding (MOU)
4. Letters of Commitment (if applicable)

Summary Data Sheet (5 Points Total)

The Summary Data Sheet should be one to four pages and may be single or double spaced. The Summary Data Sheet does not count toward the 20/25 page limit for the Project Narrative. Provide the following information:

1. Name, title, address, telephone number, and e-mail address of the individual with authority to accept grants on behalf of the applicant.
2. Name, title, address, telephone number, and e-mail address for the grant point-of-contact. This person must be an employee of the applicant.
3. Statement as to whether the applicant (the organization whose DUNS number is being used for the application) will serve as a fiscal agent/sponsor for an entity or entities that will implement the project, and the applicant itself will not be involved with implementation of the project beyond issuing subaward(s) to these entities. If this is the case, the applicant also 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/sponsor must be an eligible applicant for the program.
4. 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.
5. Summary of current and pending OVW grants (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 <https://www.justice.gov/ovw/resources-applicants>. Failure to provide the required table will result in a loss of points. The applicant should also provide the same information regarding any current OVW grants or pending applications on which the applicant is a subrecipient.
6. 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.
7. A list of other federal grant programs from which the applicant currently receives funding or for which it has applied for funding in FY 2019 **to do similar work**. Provide this information in a table using the sample format found on the OVW website <https://www.justice.gov/ovw/resources-applicants>.
8. 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.
9. 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.
10. The law enforcement agency partnering on this project.
11. The prosecutor's office partnering on this project.
12. The victim service provider partnering on this project.
13. The nonprofit program or government agency with demonstrated experience in assisting individuals in later life partnering on this project.

14. The specific underserved or culturally specific population(s) the project will focus on (if applicable)
15. The regional area(s) (city, town, county, or unincorporated area) where this project will be implemented.
16. The population and square mileage of the region to be served.

Proposal Abstract (not scored)

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, primary activities, products and deliverables, the service area, and who will benefit. Applicants must not summarize past accomplishments in this section.

Project Narrative (45 Points Total)

The Project Narrative may not exceed 20 pages for new applicants or 25 pages for continuation applicants, double-spaced. The Project Narrative must include the following three sections:

Purpose of Application (10 points)

This section must:

1. Describe the communities to be served, including the geographic location, the populations in the service area, and any marginalized and/or underserved population(s);¹⁰
2. Detail the current response to elder abuse, neglect, and exploitation for victims over the age of 50 within the proposed service area. This section must identify available services, as well as gaps and barriers in service provision;
3. 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, APS workers);
4. If the applicant will use award funds to provide training, explain why existing training and/or educational programs do not meet current needs; and
5. 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 victims over the age of 50 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 #3 and #4 above because new applicants 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 #3 and #4 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 Application" section above.

This section must:

¹⁰ Applicants should use U.S. Census and other government data, as well as the Limited English Proficient Mapping Tool, available at www.lep.gov/maps/, to obtain this information.

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

- Detail the extent to which training provided under the initial Abuse in Later Life award has been institutionalized.
 - 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.

Collaborative Community Response

Detail how the proposed project will assist in establishing or supporting a multidisciplinary collaborative community response 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;

- 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;
- Identifying key participants of the CCR;
- Detailing efforts by the CCR to address elder abuse, neglect, and exploitation; and
- 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 OVW Technical Assistance 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 victims over 50 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. Detail the types of services provided;
3. Describe current outreach efforts focusing on victims over 50 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;
4. Describe how the project will address victim confidentiality;
5. Detail what is currently being done to address victim safety and autonomy; and
6. 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:

- 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;
- 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; and
- Detail how Abuse in Later Life funding would be used to sustain or enhance existing outreach and direct services.

In addition, the What Will Be Done section must describe how the proposed project will be accessible to individuals with disabilities, individuals who are Deaf or hard of hearing, and persons with limited English proficiency.

Who Will Implement the Project (15 points)

This section must:

1. Identify the key individuals and organizations involved in the proposed project;
2. Demonstrate that the individuals and organizations identified have the capacity to address the stated need, including the expertise necessary to appropriately serve any marginalized and/or underserved populations identified in the Purpose of the Application section, and can successfully implement the proposed project activities;
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 victims of abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation, and neglect;
6. Clearly demonstrate that any partnerships required by the solicitation have been met; and
7. Demonstrate a strong commitment to real, meaningful collaboration to develop and implement the project.

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 victims of abuse in later life experience while attempting to seek services; and
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.

Budget Detail Worksheet and Narrative (15 Points)

All applications must include a detailed budget and budget narrative. A sample Budget Detail Worksheet is available on the OVV website at <https://www.justice.gov/ovv/resources-applicants>. 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. 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 and budget narrative will be reviewed separately from the proposed project narrative. 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.

The budget must:

1. Display a clear link between the specific project activities and the proposed budget items and not contain items that are not supported by the project narrative.
2. Include funds to support travel costs associated with technical assistance 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 support activities to ensure access for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency. See [Accessibility](#) under F. [Federal Award Administration Information](#) for more information.
5. Compensate all project partners as reflected in the MOU. For more information on compensating project partners, see the sample Budget Detail Worksheet on the OVW website at <https://www.justice.gov/ovw/resources-applicants>.
6. Distinguish clearly between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.330, 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 in 2 C.F.R. §§ 200.317-200.329. The issuance and monitoring of subawards must meet the requirements of 2 C.F.R. § 200.331, 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 at <https://www.justice.gov/ovw/resources-applicants>.

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, go to the [Funding Restrictions](#) section of this solicitation and the sample Budget Detail Worksheet on the OVW website at <https://www.justice.gov/ovw/resources-applicants>.

Memorandum of Understanding (MOU) and Letter(s) of Commitment (35 Points Total)

All new applicants and continuation applicants proposing to provide training must submit a Memorandum of Understanding (MOU) and Letter(s) of Commitment (LOC). (MOU 20 points & LOC 15 points)

Continuation applicants that are not proposing to provide training with this award must submit an MOU (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. 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. 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.

The MOU must:

1. Clearly identify each of the four required MOU partners:
 - A. At least one law enforcement agency;
 - B. At least one prosecutor's office;
 - C. At least one victim service provider; and
 - D. 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 individuals through the proposed project:

 - i. The victim service provider must provide services to victims of sexual assault, domestic violence, dating violence, or stalking as one of its primary purposes; and
 - ii. The nonprofit program or government agency with demonstrated experience in assisting individuals in later life must provide services to victims of elder abuse, neglect or exploitation as one of its primary purposes.
2. 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;
3. Clearly state the roles and responsibilities each partner will assume to ensure the success of the proposed project;
4. Clearly state that each project partner has reviewed the budget and is aware of the total amount being requested and the funding being requested for each project partner;
5. Clearly 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 a multidisciplinary training team to the three-day law enforcement training of trainers 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 a multidisciplinary training team to the three-day direct services training of trainers 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 collaborative community response (CCR) to abuse in later life, including domestic violence, dating violence, sexual assault, stalking, exploitation and neglect; and
16. Include a commitment to provide outreach and direct services to older victims (age 50 and older).

Letters of Commitment (LOC), if applicable (15 points)

All new applicants and continuation applicants that propose to conduct trainings must submit a 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; and
4. The local direct services cross-training.

Each agency and organization must provide a Letter of Commitment (LOC) to the applicant to be submitted with the application. LOCs must accompany the application as attachments to the application in Grants.gov. 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 of 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; and
- The number of individuals whom agencies and organizations are committing to send to the direct services cross-training.

Letters of Commitment 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 Letters of Commitment.

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; and
8. Agencies/organizations must include a commitment that personnel will complete the one-day cross-training that would be held in their community.

Additional Required Information

The following documents will not be scored during the review process but they must be included with the application. Failure to include any of the information may result in the application being removed from consideration for funding. Some documents will be generated during the application submission process while other documents will be uploaded and attached to the application.

The following documents will be generated and completed during the application submission process:

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 on [Grants.gov](https://www.grants.gov). 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 in "**Authorized Representative**" must be an individual who has the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)

Carefully review the assurances and certification forms online. Applicants will receive a request to compile these forms online during the application submission process. All applicants must complete the *Disclosure of Lobbying Activities* (SF-LLL) form. Applicants that expend any funds for lobbying activities must provide the detailed information requested on the form. Applicants that do not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields.

*The following documents must be uploaded and attached **separately** to the application:*

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. In addition, applicants may be required to submit their current year's audit report at a later time. The questionnaire can be found at <https://www.justice.gov/ovw/file/866126/download>.

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 submit the acknowledgement form available on the OVW website at http://www.justice.gov/sites/default/files/ovw/pages/attachments/2015/01/20/confidentiality_acknowledgement_form_42015.pdf. This form must be signed by the Authorized Representative.

Disclosure of Process Related to Executive Compensation (if applicable)

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.

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 Summary Data Sheet mentioned earlier) 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 at <https://www.justice.gov/ovw/resources-applicants>.

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).

Pre-Award Risk Assessment

Each applicant must respond to the questions 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 applicant being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item. This section of the application should be no more than four pages.

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. §§ 200.333-200.337.
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 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. §§ 200.330-200.332)? 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.

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. Applicants that have never received a federally-approved indirect cost rate may elect to charge a de minimis rate of 10% of modified total direct costs, which may be used indefinitely. This includes 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.

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

Letter of Nonsupplanting

Applicants must submit 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 at <https://www.justice.gov/ovw/resources-applicants>.

Proof of 501(c)(3) Status (Nonprofit Organizations Only)

As noted under Eligible Applicants, an entity that is eligible for the Abuse in Later Life 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 submit 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.

Unique Entity Identifier (DUNS Number), System for Award Management (SAM), and Grants.gov Registration

Applicants for federal grants and cooperative agreements are required to have a Data Universal Number System (DUNS) Number to submit an application. A DUNS Number is a unique, nine-character identification number provided by the commercial company **Duns & 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.

Federal regulations require that an applicant (1) be registered in SAM.gov prior to submitting an application; (2) provide a valid DUNS number 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 under consideration by a federal awarding agency. Also, federal agencies may not make an award to an applicant until that applicant has complied with all applicable DUNS and SAM requirements. If an applicant has not fully complied with these requirements by the time that OVW is ready to make an award, then OVW may make the determination that the applicant is not qualified to receive an award and use that determination as a basis for making the award to another applicant.

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 grant applicants.

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. Additionally, 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 December 18, 2018.

Submission Dates and Times

It is the responsibility of the applicant to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in an application being removed from consideration. Applicants should refer to the chart below to ensure that all required steps and deadlines are met.

Applicant Action	Information	Dates/Deadline
Apply for a DUNS number	Obtain a DUNS number at the following website http://www.dnb.com/us/ or call (866) 705-5711.	December 18, 2018
Register with SAM	Access the SAM online registration through the SAM homepage at https://www.SAM.gov and follow the online instructions for new SAM users. If the applicant already has the necessary information on hand, the online registration takes approximately 30 minutes to complete, depending upon the size and complexity of the business or organization. Organizations must update or renew their SAM	December 18, 2018

	registration at least once a year to maintain an active status.	
Register with Grants.gov	Once the SAM registration becomes active, the applicant will be able to complete the Grants.gov registration (see Other Submission Requirements for more information on registering for and using Grants.gov).	December 18, 2018
Submit Letter of Intent	OVW.Elder@usdoj.gov	December 18, 2018
Download Updated Version of Adobe	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 grant application package and submit the proposal. To verify if the Adobe software version is compatible with Grants.gov , visit the following link: http://www.grants.gov/web/grants/applicants/adobe-software-compatibility.html .	At least 48 hours before the application deadline (January 8, 2019, 11:59 p.m. Eastern Time (E.T.))
Request Hardcopy Submission (If Needed)	Applicants that cannot submit an application electronically due to lack of internet access must contact the POC at 202-307-6026 or OVW.Elder@usdoj.gov to request permission to submit a hardcopy application.	December 18, 2018
Begin Application Submission Process	Applications must be submitted electronically via Grants.gov .	January 6, 2019, 11:59 p.m. Eastern Time (E.T.)
Complete Application Submission Process	Grants.gov	January 8, 2019, 11:59 p.m. Eastern Time (E.T.)
Confirmation of Application Receipt	<ol style="list-style-type: none"> 1. Authorized Organization Representatives (AORs) should closely monitor their email for any notification from Grants.gov about a possible failed submission. The AOR is a user role within Grants.gov for a user who is authorized to submit applications on behalf of the organization. 2. The AOR should receive a minimum of two emails from Grants.gov. One will confirm receipt of the application package. The other will contain either a notice that the application was successfully submitted or a notice that there was an error with the application submission. <p>OVW does not send out these notifications, nor does OVW receive a copy of these notifications. It</p>	Submitting the application at least 48 hours before the application deadline (January 8, 2019, 11:59 p.m. Eastern Time (E.T.)) will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the deadline.

	is the responsibility of the applicant to notify OVW of any problems with the application submission process.	
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OVW Policy on Late Submissions

Applications submitted after **11:59 p.m. E.T. on January 8, 2019** 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 due date. The charts below provide a description of the circumstances under which OVW will consider such requests. OVW’s 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 all of the review process and criteria described in this solicitation.

Failure to begin registration or application submission by the deadlines stated in the chart above is not an acceptable reason for late submission. To ensure fairness for all applicants, OVW requires that applicants requesting late submission adhere to the following:

Severe Inclement Weather or Natural Disaster	
<ol style="list-style-type: none"> 1. Document when the severe inclement weather or natural disaster occurred, the impacted area, and the specific impact on the applicant/partners (e.g., without power for “x” days, office closed for “x” days). 2. Contact OVW at the earliest possible date and provide the information described in #1. 3. Contact OVW at least 24 hours prior to the application deadline to request a late submission. Applicants impacted by severe inclement weather or a natural disaster occurring on the deadline must contact OVW within 72 hours after the due date or as soon as communications are restored. 	<p>OVW may not be able to accommodate all requests resulting from severe inclement weather or a natural disaster.</p>

Experiencing Technical Difficulties Beyond the Applicant’s Reasonable Control		
Issue	Applicant Action	OVW Policy
<p>Issue with SAM or Grants.gov Registration</p>	<ol style="list-style-type: none"> 1. Register and/or confirm existing registration at least 3 weeks prior to the application due date to ensure that the individual who will be submitting the application has SAM and Grants.gov access and is the person registered to submit on behalf of the applicant. 2. Maintain documentation of when registration began, any 	<p>Failure to begin the SAM or Grants.gov registration process in sufficient time (i.e., by the date identified in this solicitation) is not an acceptable reason for late submission.</p>

	<p>issues related to registration, and all communication with technical support.</p> <p>3. Notify OVW as soon as the applicant becomes aware of a problem with registration but no later than 14 days before the application due date.</p>	
<p>Experiencing Unforeseeable Technical Difficulties During the Application Submission Process</p>	<ol style="list-style-type: none"> 1. Document when the applicant began the submission process. 2. Contact Grants.gov for technical support at least 24 hours prior to the application deadline. 3. Maintain documentation of all communication with Grants.gov support. 4. Contact the POC for this program at OVW.Elder@usdoj.gov indicating that the applicant is experiencing technical difficulties and would like permission to submit a late application. Provide a telephone number and/or email address at which someone with the authority to submit the application and required documentation can be reached for the first 3 business days immediately following the application deadline. 5. Respond promptly to communication from OVW requesting the complete application package, applicant DUNS Number, Grants.gov helpdesk tracking numbers, and any other relevant documentation. 	<p>Common foreseeable technical difficulties for which OVW will not approve a late submission requests include:</p> <ol style="list-style-type: none"> a. Using an outdated version of Adobe Acrobat; and b. Attachment rejection. <p>Through Grants.gov, OVW can confirm when submission began. Applicants who start the submission process less than 24 hours before the deadline will not be considered for late submission.</p> <ol style="list-style-type: none"> 1. By beginning the application 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. 2. To ensure that attachments are not rejected, attachment names should only include allowable characters. (See "Other Submission Requirements").

Intergovernmental Review - Single Point of Contact Review

Executive Order 12372 requires applicants from state and local units of government or other organizations providing services within a state to submit a copy of the application to the state Single Point of Contact (SPOC) if one exists and if the program has been selected for review.

Applicants must contact their state SPOCs to determine whether their programs have been selected for state review. The applicant must enter the date that the application was sent to the SPOC or the reason such submission is not required in the section of the SF 424 that refers to EO 12372. Applicants can find a list of SPOCs on the Office of Management and Budget website at <https://www.whitehouse.gov/wp-content/uploads/2017/11/SPOC-Feb.-2018.pdf>

Funding Restrictions

The following information is provided to allow applicants to develop an application and budget consistent with program requirements.

Unallowable Costs

The activities listed below are unallowable, and costs for them 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. OVW may approve the use of grant funds to provide a working meal at a meeting, conference, training, or other event, 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, and grantees may only use funds to purchase food and/or beverages if OVW approves the specific expenditures in advance. For additional information on restrictions on food and beverage expenditures go to <https://www.justice.gov/ovw/conference-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 <https://www.justice.gov/ovw/conference-planning>. This includes requirements pertaining to:

1. Cost of Logistical Conference Planning
2. Cost of Programmatic Conference Planning
3. Conference Space and Audio-Visual Equipment and Services
4. Prohibition on Trinkets at Conferences
5. Prohibition on Entertainment at Conferences
6. Food and Beverages at Conferences
7. Prior Approval Required Before Entering Into Contracts or Expending Funds for Conferences
8. Conference Reporting

Budget clearance does not constitute prior approval to hold a conference. Recipients must seek approval of these costs through the conference approval process.

Program Assessments

Grantees under this program are prohibited from using OVW funds to conduct research. They may use funds to assess their work for quality assurance and program improvement purposes only, such as by surveying training participants about the quality of training content and delivery or convening discussion forums with key stakeholders. Applicants considering such assessments must refer to the [DOJ/OJP decision tree](#) to ensure that the activity does not qualify as human subjects research. For additional information on federal requirements related to assessments or surveys, see the [Solicitation Companion Guide](#).

Pre-Agreement Cost Approval

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.

Other Submission Requirements

As discussed in the [Submission Dates and Times](#) section above, applications must be submitted electronically via [Grants.gov](#). Applicants that are unable to submit electronically must follow the instructions in that section.

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 AOR. The AOR submits the application 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 at [Grants.gov](#).

This registration process generally takes between three and five business days and may take as long as four weeks if all steps are not completed in a timely manner. The application process can move forward once the applicant successfully registers with [Grants.gov](#). Grants.gov is not the Office of Justice Programs' (OJP) Grants Management System (GMS). If applicants experience difficulties at any point during this process, they should call the [Grants.gov](#) Customer Support Hotline at **1-800-518-4726**.

Note: [Grants.gov](#) limits the use of specific characters in names of attachment files. Valid file names include only the characters shown in the table below. [Grants.gov](#) is designed to

reject any application that includes an attachment(s) with a file name that contains any characters not shown in the table below.

Characters	Special Characters		
Upper case (A – Z)	Parentheses ()	Curly braces { }	Square brackets []
Lower case (a – z)	Ampersand (&)	Tilde (~)	Exclamation point (!)
Numbers (0-9)	Comma (,)	Semicolon (;)	Apostrophe (‘)
Underscore (_)	At sign (@)	Number sign (#)	Dollar sign (\$)
Hyphen (-)	Percent sign (%)	Plus sign (+)	Equal sign (=)
Space	When using the ampersand (&) in XML, applicants must use the “&” format.		
Period (.)			

Use simple titles for all documents, such as “FY 2019 OVW Project Narrative.” Visit the [Grants.gov](https://www.grants.gov) website to review the most up-to-date guidelines about the use of specific characters.

Submitting a Grant Application

Grants.gov has updated its application tool. The legacy PDF application package was phased out and retired as of December 31, 2017. Grants.gov Workspace is now the standard application method for applying for grants. Applicants should familiarize themselves with the Workspace format. For complete information and instructions on using Workspace (and other changes), go to the Workspace Overview page at <https://www.grants.gov/web/grants/applicants/workspace-overview.html>.

The [Grants.gov](https://www.grants.gov) Help Desk can be reached at 1-800-518-4726 and is available 24/7, except federal holidays.

E. Application Review Information

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 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 even 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 [insert program], scoring will be as follows:

1. Summary data sheet: (5) points
2. Project narrative: (45) points, of which
 - A. Purpose of the project: (10) points
 - B. What will be done: (20) points
 - C. Who will implement: (15) points
3. Budget narrative and detail worksheet: (15) points
4. MOU and Letters of Commitment: (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 fair and 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 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 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 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. § 200.205.

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 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 will likely not receive an additional OVW award until all issues are resolved.

Anticipated Announcement and Federal Award Dates

It is anticipated that all applicants will be notified of the outcome of their applications by October 1, 2019.

F. Federal Award Administration Information

Federal Award Notices

Successful applications will receive OVW award notifications electronically from the OJP Grants Management System (GMS) (not Grants.gov). This award notification will be sent to the individuals listed as the [Authorized Representative](#) and the Point of Contact on the SF-424 for the application that was selected for funding and will include instructions on accepting the award. Recipients will be required to log in; accept any outstanding assurances and certifications on the award; designate financial points of contact; and review, sign, and accept the award. The award acceptance process involves physical signature of the award document and terms and conditions by the [Authorized Representative](#), scanning the fully executed award document, and returning the scanned document to OVW via facsimile or email.

Administrative and National Policy 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 Grant Recipients."

Terms and conditions for OVW awards are available at <https://www.justice.gov/ovw/award-conditions>. 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 of 2013 added a civil rights provision that applies to all FY 2019 OVW grants. This provision 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. For more information on this prohibition, see <http://www.justice.gov/ovw/docs/faqs-ngc-vawa.pdf>. 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."

Reporting

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 via GMS. Future awards and fund drawdowns may be withheld if reports are delinquent.

G. Federal Awarding Agency Contact(s)

For assistance with the requirements of this solicitation contact the following: for programmatic questions, contact the POC for this program at (202) 307-6026 or OVW.Elder@usdoj.gov, for financial questions, contact (202) 514-8556 or ovw.gfmd@usdoj.gov, and for technical support, contact 1-800-518-4726 for Grants.gov.

H. Other Information

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	Date Completed
1. Letter of Intent	
2. Summary Data Sheet	
3. Project Narrative a) Purpose of the Application b) What Will Be Done c) Who Will Implement	
4. Proposal Abstract	
5. Budget Detail Worksheet and Narrative	
6. Memorandum of Understanding (MOU)	
7. Letters of Commitment (if applicable)	
8. Application for Federal Assistance: SF 424	
9. Standard Assurances and Certifications	
10. Applicant Financial Capability Questionnaire (if applicable)	
11. Confidentiality Notice Form	
12. Disclosures of Process Related to Executive Compensation	
13. Pre-Award Risk Assessment	
14. Indirect Cost Rate Agreement (if applicable)	
15. Letter of Nonsupplanting	
16. Proof of 501(c)(3) Status (Nonprofit Organizations Only)	

Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.

Public Reporting Burden - Paperwork 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.