



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

OVW Fiscal Year 2019 Grants to Tribal Domestic Violence and Sexual Assault Coalitions Invitation to Apply

Release Date: on or about March 27, 2019
Eligibility

Eligible applicants are limited to: recognized tribal coalitions and organization(s) determined by OVW to be qualified to apply to incorporate and operate a tribal coalition in areas where Indian tribes are located but no tribal coalition exists.
(See "[Eligibility Information](#)")

Deadlines

Applications are due by 11:59 p.m. Eastern Time (E.T.) on May 9, 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 Management System \(GMS\)](#). To ensure sufficient time to complete the registration process, applicants must obtain a DUNS Number and register online with SAM and with [GMS](#), but no later than April 19, 2019.
(See "[Registration](#)")

Pre-Application Information Session: OVW will conduct a web-based Pre-Application Information Session for entities interested in submitting an application for the Grants to Tribal Domestic Violence and Sexual Assault Coalitions Program. Participation in this session is optional. Interested applicants who do not participate are still eligible to apply.

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

Contact Information

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

Submission and Notification Information

Submission: Applications for this program will be submitted through [GMS](#). For technical assistance with [GMS](#), contact OVV GMS Support at 1-866-655-4482.

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

Contents

<i>A. Program Description</i>	1
Overview.....	1
About the OWW Tribal Coalitions Program.....	1
Program Scope	1
Purpose Areas.....	1
OWW Priority Areas	2
Activities that Compromise Victim Safety and Recovery and Undermine Offender Accountability	2
Out-of-Scope Activities.....	2
Activities Requiring Prior Approval	3
<i>B. Federal Award Information</i>	3
Availability of Funds	3
Award Period and Amounts	3
Types of Applications	4
Mandatory Program Requirements.....	4
<i>C. Eligibility Information</i>	4
Eligible Applicants	4
Other Program Eligibility Requirements	5
<i>D. Application and Submission Information</i>	6
Address to Request Application Package	6
Content and Form of Application Submission	6
Formatting and Technical Requirements.....	6
Application Contents	7
Summary Data Sheet.....	7
Project Narrative.....	8
Budget Detail Worksheet and Narrative	10
Additional Required Information	12
Unique Entity Identifier (DUNS Number), System for Award Management (SAM), and GMS Registration	15

Submission Dates and Times.....	16
OVW Policy on Late Submissions.....	17
Intergovernmental Review - Single Point of Contact Review.....	18
Funding Restrictions	19
Other Submission Requirements.....	20
<i>E. Application Review Information</i>	<i>20</i>
Criteria	20
Anticipated Announcement and Federal Award Dates	22
<i>F. Federal Award Administration Information</i>	<i>22</i>
Federal Award Notices.....	22
Administrative and National Policy Requirements.....	22
Reporting.....	23
<i>G. Federal Awarding Agency Contact(s).....</i>	<i>23</i>
<i>Other Information</i>	<i>23</i>
<i>H. Application Checklist.....</i>	<i>23</i>

OVW Grants to Tribal Domestic Violence and Sexual Assault Coalitions Program (CFDA 16.557)

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 Tribal Coalitions Program

The Tribal Domestic Violence and Sexual Assault Coalitions Program (Tribal Coalitions Program) was first authorized by the Violence Against Women Act of 2000 (VAWA 2000) and is codified at 34 U.S.C § 10441(d) and 34 U.S.C. § 12511(d). The program supports the development and operation of nonprofit, nongovernmental tribal domestic violence and sexual assault coalitions. The Tribal Coalitions Program is a mixed formula and discretionary program, with each recognized coalition receiving an equal amount of base funding, sexual assault and dual coalitions receiving an additional amount for sexual assault-focused activities, and organizations determined by OVW to be qualified to apply to incorporate and operate new tribal coalitions eligible for discretionary funding. For additional information about this program, see <https://www.justice.gov/ovw/grant-programs> and <http://muskie.usm.maine.edu/vawamei/tribalcoalitionsmain.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 Award Recipients," and the conditions of the award.

Purpose Areas

Pursuant to 34 U.S.C. § 10441(d)(1), funds under this program must be used for one or more of the following purposes:

1. Increasing awareness of domestic violence and sexual assault against Indian women;
2. Enhancing the response to violence against Indian women at the federal, state, and tribal levels;
3. Identifying and providing technical assistance to coalition membership and tribal communities to enhance access to essential services to Indian women victimized by domestic and sexual violence, including sex trafficking; and
4. Assisting Indian tribes in developing and promoting state, local, and tribal legislation and policies that enhance best practices for responding to violent crimes against Indian women, including the crimes of domestic violence, dating violence, sexual assault, sex trafficking, and stalking.

Sexual Assault Purpose Areas

Pursuant to 34 U.S.C. § 12511(d)(2), eligible tribal sexual assault coalitions or dual sexual assault and domestic violence coalitions will receive additional funding in the amount of \$xxxxxx if they propose activities in the following areas:

1. Work with local sexual assault programs and other providers of direct services for sexual assault victims to encourage appropriate responses to sexual assault within the state, territory, or tribe;
2. Work with judicial and law enforcement agencies to encourage appropriate responses to sexual assault cases;
3. Work with courts, child protective services agencies, and children's advocates to develop appropriate responses to child custody and visitation issues when sexual assault has been determined to be a factor;
4. Design and conduct public education campaigns on sexual assault;
5. Plan and monitor the distribution of sexual assault related grants and grant funds to their state, territory, or tribe; or
6. Collaborate with and inform federal, state, or local public officials and agencies to develop and implement policies to reduce or eliminate sexual assault.

OWW Priority Areas

In FY 2019, OWW is interested in supporting the priority area(s) identified below. OWW encourages tribal coalitions to engage in efforts that:

1. Reduce violent crime against women and promote victim safety. Applicants are encouraged to forge collaborative relationships with key stakeholders in the service area, including tribal governments, tribal victim services programs, tribal, state, and local criminal justice agencies, healthcare organizations, and social services professionals, to reduce violent crime against women and promote victim safety.
2. Include substance abuse professionals in a coordinated community response to VAWA crimes and increase victim access to substance abuse services. Applicants are encouraged to partner with substance abuse agencies and build their capacity to work with substance abuse professionals in their communities.

Activities that Compromise Victim Safety and Recovery and Undermine Offender Accountability

OWW 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](#).

Any activities that compromise victim safety and recovery or undermine offender accountability will have to be removed from the application prior to final approval by OWW and may result in a deduction in points or elimination from consideration for new coalition applicants.

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 (limited to three percent of the award). For information about DOJ regulations on research involving human subjects, see “Research and Protection of Human Subjects” in the [Solicitation Companion Guide](#)).
2. Civil legal services beyond assisting victims with obtaining protection orders or legal representation beyond what is needed to protect a victim’s safety.

In addition, recipients may not allocate more than 15 percent of the funds to direct services for victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking.

Any out of scope activities will need to be removed from the application prior to receipt of an award, and applications for new coalitions 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

Grantees must receive prior approval before using grant funds to support **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. OWW 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

The award period is 12 months. Budgets must reflect 12 months of project activity, and the total “estimated funding” on the SF-424 must reflect 12 months. Generally, the award period will start on October 1, 2019.

FY 2019 funding levels under the Tribal Coalitions Program are as follows:

1. Recognized sexual assault only or dual domestic violence and sexual assault coalitions are eligible for \$316,062, plus an additional \$20,833 for the sexual assault purpose areas, for a total of \$336,895.
2. Recognized domestic violence coalitions are eligible for \$316,062.
3. New coalitions may apply for up to \$250,000.

OWW has the discretion to award grants for greater or lesser amounts than requested by new coalition applicants and to negotiate the scope of work and budget with applicants prior to awarding a grant.

Applicants may also elect to request less than the eligible award amount.

OWW anticipates making 19 awards.

All awards will be made as grants.

Types of Applications

In FY 2019, OVV will accept applications for this program from all recognized coalitions listed in the next section and from organizations, determined by OVV, that propose to incorporate and operate a tribal coalition where no coalitions exist. Coalition applicants with current awards must ensure that activities proposed in the FY 2019 application are not duplicative of activities funded under previous Tribal Coalitions Program awards unless funds for these activities have been fully expended. Coalitions that elect not to receive an award in FY 2019 will not be removed from consideration for future years.

Mandatory Program Requirements

Applicants that receive funding under this program will be required to engage in OVV-sponsored training and technical assistance.

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 result in a delay in funding or removal from consideration: 1. [activities that compromise victim safety](#), 2. [out-of-scope activities](#), 3. [unallowable costs](#), 4. [completeness](#), and 5. [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

Pursuant to 34 U.S.C. § 10441(d)(2), eligible entities for this program are:

Tribal coalitions that have been recognized by OVV as meeting the statutory definition of a “tribal coalition” and providing services to Indian tribes; and organizations that propose to incorporate and operate a tribal coalition in areas where Indian tribes are located and no tribal coalition exists (hereinafter referred to as “new coalitions”).¹

The following are Tribal Coalitions that have been recognized by OVV:

1. Yupik Women's Coalition, AK
2. Healing Native Hearts Coalition, AK
3. Hopi-Tewa Women's Coalition to End Abuse, AZ
4. Southwest Indigenous Women's Coalition, AZ
5. Strong Hearted Native Women's Coalition, Incorporated, CA
6. Wabanaki Women's Coalition, Incorporated, ME
7. Uniting Three Fires Against Violence, MI
8. Minnesota Indian Women's Sexual Assault Coalition, MN
9. Mending the Sacred Hoop, MN
10. Montana Native Women's Coalition, MT
11. First Nations Women's Alliance, ND
12. Coalition to Stop Violence Against Native Women, NM
13. Seven Dancers Coalition, NY

¹ By statute, OVV may make discretionary awards to organizations that propose to incorporate and operate a tribal coalition in areas where Indian tribes are located and no tribal coalition exists. See 34 U.S.C. § 10441(d)(3)(A). To be invited to apply for funding as a new coalition, organizations must have engaged in a multi-step planning process.

14. Native Alliance Against Violence, Incorporated, OK
15. Native Women's Society of the Great Plains, SD
16. Restoring Ancestral Winds, Incorporated, UT
17. Washington State Native American Coalition, WA
18. American Indians Against Abuse, WI

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).

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.

Documentation of Services and Membership

Pursuant to 34 U.S.C. § 12291(a)(35), a tribal coalition must be an established nonprofit, nongovernmental organization that (1) provides education, support, and technical assistance to member Indian service providers in a manner that enables those member providers to establish and maintain culturally appropriate services, including shelter and rape crisis services, designed to assist Indian women and the dependents of those women who are victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking; and (2) is comprised of board and general members that are representative of its member service providers and the tribal communities in which the services are being provided. To demonstrate that the applicant meets these requirements, the application must include a description of services provided (or planned to be provided, in the case of new coalitions) to member service providers, a list of the coalition's board members, a list and a map of the Indian tribes served by the coalition, and a list of the coalition's membership, as set forth in the Application Contents and Project Narrative sections below.

Proof of Nonprofit Status (new coalitions)

A new coalition must provide its governing bylaws and articles of incorporation as proof that the organization has been chartered as a non-profit in its state of origin. Furthermore, the new coalition must have filed for receipt of non-profit 501(c)(3) status from the Internal Revenue Service (IRS) and receive this designation from the IRS before funds can be released. The date of this filing, along with a copy of the IRS receipt for the filing, also must be submitted with the application. See the Application Contents section below for more information.

OWV TA Provider (new coalitions)

New coalitions must demonstrate that they have worked with a recognized OVV TA provider to engage in planning for a new coalition, as described in the Project Narrative section below.

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 is available on the [OVW website](#). Applicants wishing to request a paper copy of the application materials should contact Christopher Alston at Christopher.Alston@usdoj.gov.

Pre-Application Information Session(s)

OVW will conduct a pre-application information session via conference call for entities interested in submitting an application for the Tribal Coalitions Program. During this session, OVW staff will review the program's requirements, review the solicitation, and allow for a brief question and answer period. The session is tentatively scheduled for **3:00 - 4:30pm Eastern Time (E.T.) on April 10, 2019**.

The total number of participants for the 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 participants as possible to participate.

To register, contact Christopher Alston at Christopher.alston@usdoj.gov or at 202-307-6026. Registration must be received at least seven days prior to the start of the session. Interested applicants needing language assistance should contact Christopher Alston at Christopher.Alston@usdoj.gov or at 202-307-6026, as soon as possible, but no later than 21 days AFTER the solicitation release date.

Content and Form of Application Submission

The information below (“**Formatting and Technical Requirements**” 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.

Formatting and Technical Requirements

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

1. Double spaced (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. No more than 20 pages for the Project Narrative
7. Word documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).

8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation.

Application Contents

Applications must include the following required documents and demonstrate that the program eligibility requirements have been met. Applications from recognized coalitions that do not include all of the following documents will be considered substantially incomplete and may result in a delay in funding; applications from new coalitions that do not include all of the following documents may be removed from further consideration:

1. Project Narrative
2. Budget Detail Worksheet and Narrative
3. List of Coalition Members
4. List of Coalition Board Members
5. Proof of state incorporation as a non-profit (copy of governing bylaws and articles of incorporation) (new coalitions only)
6. Proof of 501(c)(3) status (recognized coalitions or new coalitions) or copy of IRS receipt for application for such status (new coalitions only)
7. Letters of Support (new coalitions only)

Summary Data Sheet (Required for all applicants; new coalitions may receive up to 5 points for this section)

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 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 OVV grants (if applicable). If the applicant has a current grant or cooperative agreement under any OVV 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 OVV website <https://www.justice.gov/ovv/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 OVV 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 percentage of grant activities, should the application be funded, that will address each of the following issues (the total percentages should not exceed 100%):
 - Sexual assault;
 - Domestic violence;
 - Dating/teen dating violence;
 - Stalking; and/or
 - Sex Trafficking

Project Narrative (New coalitions may receive up to **55 points** for this section)

The Project Narrative may not exceed **20** pages in length, double-spaced. The Project Narrative comprises the following three sections and is required for both recognized and new coalitions:

Purpose of Application (Required for all applicants; new coalitions may receive up to **15 points** for this section)

This section must include:

- A list and map of the specific Indian tribes and region served by the recognized or new coalition;
- A description of the services, support, and technical assistance provided to such members and Indian tribes by the recognized coalition or proposed to be provided by a new coalition;
- A summary of the programs which currently provide direct services to victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking in the proposed service area;
- A detailed description of the applicant's efforts to forge collaborative relationships with key stakeholders in the service area, including: tribal governments; tribal victim services programs; tribal, state, and local criminal justice agencies; healthcare and social services professionals; and other relevant entities; and
- A description of how the project will impact current or prior efforts.

New Coalitions only:

- A description of how the vision to establish the coalition came about and who the key players are in moving this vision forward; and
- A description of how the new coalition plans to network or collaborate with other key organizations/agencies such as other tribal coalitions, state coalitions, and state administrator(s).

What Will Be Done (Required for all applicants; new coalitions may receive up to **20 points** for this section)

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 include:

- A description of the specific tasks and activities necessary to accomplish each of the project goals and objectives;
- A description of any services, awareness campaigns, and education and training events, including establishing a coordinated community response (CCR) and addressing the needs of specific underserved populations, that will be provided to members and tribal communities by the recognized coalition or proposed to be provided by a new coalition;
- A description of how existing research and evaluation have been or will be used to inform the project;
- A description of the expected outcomes and how these outcomes will be measured;
- A timeline that identifies when project tasks and activities will be accomplished;
- A description of all products/deliverables that will be developed or revised with grant funds. This description should include how the product/deliverable will be used to increase awareness, enhance response, provide technical assistance to coalition membership and tribal communities, or assist with the development or enhancement of tribal legislation and policies; and

A description of 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.²

All applicants requesting funding to address the Sexual Assault purpose area (sexual assault only or dual sexual assault/domestic violence coalitions) must:

- Describe how tasks, activities, service delivery, and collaborations will meet the specific needs of victims of sexual assault.

New Coalitions Only:

- The date the organization was chartered in its state of origin as a non-profit;
- A description of work to date with an OWW TA Provider to engage in planning activities necessary to incorporate and operate a tribal coalition; and
- The date that the organization filed for non-profit 501(c)(3) status from the IRS.
- **Note: funds for new coalitions cannot be released without an IRS non-profit designation.**

² 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 information on these populations in the service area.

Who Will Implement the Project (Required for all applicants; new coalitions may receive up to **20 points** for this section)

This section must:

- Identify the key individuals and organizations involved in the proposed project;
- Demonstrate that the individuals and organizations identified have the capacity to address the stated need and successfully implement the proposed project activities;
- Identify the name, title, and a summary of qualifications and responsibilities/duties for all grant-funded positions that will be maintained with award funds:
- Identify the title of any new positions that will be created with grant funds, as well as provide a summary of the qualifications and responsibilities for each position;
- Identify the name, summary of qualifications, and responsibilities of any consultants or contractors who would be hired to support the goals and objectives of the proposed project;
- Identify any partners on the project; and
- Describe the capacity of the coalition to implement the project, including demonstrated expertise in addressing domestic violence committed against American Indian or Alaska Native women.

All applicants requesting funding to address the Sexual Assault purpose areas (sexual assault only or dual sexual assault/domestic violence coalitions) must:

- Demonstrate that the lead applicant organization, one of its collaborative partners, and/or a proposed consultant on the project has demonstrated expertise in addressing sexual assault committed against American Indian or Alaska Native women; and
- Describe activities addressing sexual assault performed to date by the recognized coalition or proposed to be undertaken by a new coalition.

New Coalitions only:

- Provide a proposed organizational staff and job descriptions for all proposed key positions; and
- State if the new coalition will be funded 100% by OWW grant funds or if other funding resources exist.

Budget Detail Worksheet and Narrative (Required for all applicants; new coalitions may receive up to **20 Points** for this section)

All applications must include a detailed budget and budget narrative. A sample Budget Detail Worksheet is available on the OWW website at <https://www.justice.gov/ovw/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

The grant award period is 12 months. Budgets must reflect 12 months of project activity, and the total “estimated funding” (block 15) on the SF-424 must reflect 12 months.

1. Recognized sexual assault only or dual sexual assault/domestic violence coalitions are eligible for \$316,062, plus an additional \$20,833 for the sexual assault purpose areas, for a total of **\$336,895**;

2. The budget **must clearly identify** which expenses are allocated to the sexual assault purpose areas. These sexual assault expenses may exceed the \$20,833 amount, **but may not be less than \$20,833**; and
3. New coalitions may apply for up to \$250,000 for a 12 month period.

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 cost 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 attend OVW-sponsored training and technical assistance in the amount of **\$15,000** for applicants located in the 48 contiguous states and **\$20,000** for applicants located in Alaska Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences or training for which they would like permission to use grant funds to support staff/project partner attendance.
3. 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.
4. 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>.

Letter(s) of Support (New coalitions only; applicants may receive up to **20 points** for this section.)

New coalitions must submit **at least one letter of support** from a tribe that the new coalition proposes to serve. Each letter of support must clearly identify what service gap(s) exist, how the

new coalition will bridge the gap(s), and how the Tribe that submitted the letter will collaborate with the new coalition to implement the goals and objectives of the project.

Each letter must:

- Clearly identify the name of the Tribe;
- Demonstrate a commitment to work with the applicant and its partners to achieve the stated project goals; and
- Describe the need for services that the new coalition will provide.

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 or in a delay in access to funds. 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 information in GMS. 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 OWW 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, OWW 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 OWW 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. OVV 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 OVV 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 OVV's Grants Financial Management Division at OVV.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 OVV's Grants Financial Management Division at OVV.GFMD@usdoj.gov or 1-888-514-8556 for more information.

Letter of Nonsupplanting

Applicants must submit a letter to OVV'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/ovv/resources-applicants>.

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

As noted under Eligible Applicants, an entity that is eligible for the Tribal Coalitions 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. OVV cannot make an award to any nonprofit organization that does not submit a 501(c)(3) determination letter from the Internal Revenue Service. (Note: New coalitions may submit this determination letter after receiving an award but before being able to access any funds. However, they must apply for 501(c)(3) status before applying for Tribal Coalitions Program funding and submit a copy of their IRS application receipt with their application.)

Unique Entity Identifier (DUNS Number), System for Award Management (SAM), and GMS 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](https://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 OVV is ready to make an award, then this may result in a delay in funding or removal from consideration See 2 C.F.R. §§ 25.200, 25.205.

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.** OVV 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 [GMS](#) no later than April 19, 2019.

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 a delay in access to funds for recognized coalition applications and in removal from consideration for new coalition applications. 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.	April 19, 2019
Register with SAM	Access the SAM online registration through the SAM homepage at https://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 registration at least once a year to maintain an active status.	April 19, 2019
Register with GMS	See paragraph immediately following this table for information on using GMS. 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 submit the proposal. This should be done at least 48 hours before the deadline.	April 19, 2019
Request Hardcopy Submission (If Needed)	For applicants who cannot submit an application electronically, contact Tribal Coalition Program at 202-307-6026 or Christopher.alston@usdoj.gov .	April 29, 2019
Begin Application Submission Process	Applications must be submitted electronically via GMS	May 7, 2019
Complete Application Submission Process	GMS	May 9, 2019 11:59 midnight est.

Grants Management System

Applicants are required to submit applications through [GMS](#). This is not Grants.gov. In order to apply for a grant through [GMS](#), go to <https://grants.ojp.usdoj.gov/gmsexternal/> and either sign in

using the applicant’s current [GMS](#) ID and password or register as a new user. Once applicants have logged into [GMS](#), they should select the program for which they intend to apply and follow the instructions. Training materials are available on the main [GMS](#) homepage. **Note:** GMS does not provide acknowledgement of receipt after the application is submitted.

OVW Policy on Late Submissions

Applications submitted after **11:59 p.m. E.T.** on [May 9, 2019] will result in a delay in funding for recognized coalitions and removal from consideration for new coalitions. 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 GMS 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 GMS access and is the person registered to submit on behalf of the applicant. 2. Maintain documentation of when registration began, any issues related to registration, 	<ol style="list-style-type: none"> 1. Failure to begin the SAM or GMS registration process in sufficient time (i.e., by the date identified in this solicitation) is not an acceptable reason for late submission.

	<p>and all communication with technical support.</p> <ol style="list-style-type: none"> 3. Notify OVV as soon as you become aware of a problem with registration but no later than 14 days before the application due date. 	
<p>Experiencing Unforeseeable Technical Difficulties During the Application Submission Process</p>	<ol style="list-style-type: none"> 1. Document when you began the submission process. 2. Contact OVV GMS Support at 1-866-655-4482 for technical support at least 24 hours prior to the solicitation closing. 3. Maintain documentation of all communication with GMS support. 4. Contact the Tribal Coalition Program Tia Farmer tia.farmer@usdoj.gov indicating that the applicant is experiencing technical difficulties and would like permission to submit a late application. Provide a phone 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 due date. 5. Respond promptly to communication from OVV requesting the complete application package, applicant DUNS Number, and any other relevant documentation. 	<p>Through GMS, OVV 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> <p>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.</p>

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

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>.

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

Program Assessments

Grantees under this program are prohibited from using OVV 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

OVV 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 OVV. 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 [GMS](#). Applicants that are unable to submit electronically must contact the OVV Tribal Coalitions Program unit at 202-307-6026 no later than May 7, 2019 to request permission to submit an application by alternative means.

E. Application Review Information

Criteria, Review, and Selection Process

This is a mixed formula and discretionary grant program; therefore applications from recognized coalitions are not subject to a peer review, and applications from new coalitions will be subject to an internal peer review. Applicants must submit all information requested in the Application Contents and Additional Required Information sections of this solicitation. If any required elements are missing, OVV will contact the applicant to request prompt submission of relevant documents. Failure to include required information at the time of submission may result in a delay in funding, or in removal from consideration for new coalition applications. In addition, new coalitions will be scored as follows:

1. Summary Data Sheet: **5 points**
2. Project Narrative: **55 points**
 - A. Purpose of Application: 15 points
 - B. What Will Be Done: 20 points
 - C. Who Will Implement: 20 points
3. Letters of Support: **20 points**
4. Budget Narrative and Detail Worksheet: **20 points**

Voluntary match or other cost sharing methods will not be considered in the evaluation of the application.

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. OVV reserves the right to deduct points from new coalition 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.
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 may not be considered for funding. An applicant with considerable past performance issues may 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 OVV grant funds have been limited to program purpose areas
3. Adherence to all special conditions of existing grant award(s) from OVV
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 OVV-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 OVV
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](#)
12. The organization's capacity to successfully implement the project.

Prior to making an award, OVV 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. OVV 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 OVV Director, who also may give consideration to factors including, but not limited to, reaching underserved populations, geographic diversity, OVV

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 GMS. 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 Award 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 OWW 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

OWW 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 Tia Farmer at tia.farmer@usdoj.gov, for financial questions, contact OWW.GFMD@usdoj.gov or 1-888-514-8556 and for technical support, contact the Grants.gov Customer Support Line at 1-800-518-4726.

H. Other Information

Application Checklist

Applicants must submit a fully executed application to OWW, including all required supporting documentation. Additionally, if an applicant plans to submit an application under any other OWW 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. OWW 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. Summary Data Sheet	
2. Project Narrative a) Purpose of the Application b) What Will Be Done c) Who Will Implement	
3. List of Coalition Members	
4. List of Coalition Board Members	
5. Budget Detail Worksheet and Narrative	
6. Application for Federal Assistance: SF 424	
7. Standard Assurances and Certifications	
8. Pre-award Risk Assessment	
9. Applicant Financial Capability Questionnaire (if applicable)	

10. Confidentiality Notice Form	
11. Disclosures of Process Related to Executive Compensation	
12. Indirect Cost Rate Agreement (if applicable)	
13. Letter of Nonsupplanting	
14. Proof of 501(c)(3) Status (Recognized Coalitions)	
18. Additional Requirement for New Coalitions <ul style="list-style-type: none">• Proof of State Incorporation (Bylaws and Articles of Incorporation)• Proof of 501(c)(3) Status or copy of IRS receipt for application for such status• Letter(s) of Support	

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. OVV 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.