

OVW Fiscal Year 2024 Transitional Housing Program

Pre-Application Information Session transcript

SHARON ELLIOTT: Hello, everyone, and welcome to the Office on Violence Against Women Fiscal Year 2024 Transitional Housing for Victims of Sexual Assault, Domestic Violence, and Stalking Solicitation Pre-Application Information Session. On behalf of the Office on Violence Against Women, the Transitional Housing Unit welcomes you to this call. The Transitional Housing Unit consists of our supervisor Michelle Brickley, who unfortunately cannot join us for today's session. On the call, we have Myrta Charles, Dana Marshall, Charlayna Brady, Christina Baquero, Kelley Walsh, Kelly Moreno, and me, Sharon Elliott. In today's call, we will cover the following topics for the Fiscal Year 2024 Transitional Housing Solicitation, program description, purpose versus priority areas, transitional housing and support services design, priority areas, basic minimum requirements, and successful application tips. So, with that, I will turn it over to Myrta Charles to provide an overview of the OVW Transitional Housing Program.

MYRTA CHARLES: Thank you, Sharon. This is Myrta Charles. I'm happy to join you today to talk about the Transitional Housing Assistance Grant for Victims of Domestic Violence, Dating Violence, Stalking, and Sexual Assault Program. OVW's Transitional Housing Program funds organizations to assist victims of domestic violence, dating violence, sexual assault, and stalking, known as the VAWA crimes. Those are--who are homeless or in need of transitional housing as a result of a situation of the VAWA crimes. The Transitional Housing Program provides funding for survivors in need of transitional housing, short-term housing assistance, and related supportive services for six to twenty-four months. Eligible applicants are states, units of local government, Indian Tribes, and other organizations with a documented history of effective work concerning sexual assault, domestic violence, dating violence, and stalking.

We've talked about the federal award information. The OVW Transitional Housing award period is 36 months. The award period will begin October 1st, 2024, for fiscal year 2024. Awards will be made for up to \$500,000. New and continuation grantees can apply. However, be mindful of the following limitations and restrictions. Recipients of FY 2022 or FY 2023 OVW Transitional Housing awards are not eligible to apply as a lead applicant or as a partner or sub-recipient in an FY 2024 Transitional Housing proposal. Additionally, a partner or a sub-recipient of an FY 2022 or 2023 award is not eligible to apply as a lead applicant, or partner, or sub-recipient in the FY 2024 proposal. Current grantees who have more than 50% of their award remaining under their current OVW Transitional Housing award will not be eligible to apply for an FY 2024 grant without adequate justification.

Purpose area versus priority area. Purpose areas are those indicated as part of the OVW Transitional Housing Program. OVW priority areas are those receiving office-wide priority for this year's solicitation. Purpose areas. Funds under this program must be used for one or more of the following purposes. One, transitional housing, including

funding for operating expenses of newly developed or existing transitional housing and/or short-term housing assistance, including rental or utility payments assistance and assistance with related expenses such as payment of security deposits and other costs incidental to relocation to transitional housing, and provide comprehensive voluntary support services designed for survivors fleeing a situation of sexual assault, domestic violence, dating violence, and/or stalking, and helps victims transition into permanent, affordable housing. Service design. For the purposes of the Office on Violence Against Women, transitional housing is housing with voluntary services that are designed for survivors and offered for at least six months, no more than twenty-four months of support.

Transitional housing can be offered in the following models. Communal housing, which is a common shared space. Clustered side housing, individual apartment-style units in a building. Scattered side housing, third-party operated rental units where rent is paid directly to the landlord by the program. Transitional housing can be providing facilities that are owned by the applicant and units that are leased by the applicants, or by providing rental assistance for units leased directly to victims. Support services offered should help transitional housing participants locate and secure permanent housing, secure employment, and integrate into a community. Examples of support services include employment counseling, occupational training, transportation, counseling, childcare services, safety planning, case management, and other assistance. Support services must be offered to all transitional housing participants on a voluntary basis. OVW-funded transitional housing projects cannot mandate that recipients participate in support services as a condition of receiving housing. Please note that these are the only purposes which this grant may be used.

VAWA confidentiality. Recipients of OVW funds are required to abide by the confidentiality requirements as outlined in the Violence Against Women Act. VAWA requires all recipients to protect and keep private all personally identifying information about a survivor or their dependents. Award recipients should be required to obtain informed consent prior to sharing any information learned about a survivor or their dependents to another agency or anyone not affiliated with the recipient agency. This provision would also cover any sharing with an area Homeless Management Information System, known as HMIS, other advocacy centers, or any other agency requesting information from the recipient agency. The only exception to this provision would be if there was a state or local law requiring your recipient agency to share that information. Please visit the OVW website to view the Confidentiality Notice Form for more information. Please note that this form is a required component of a complete application.

Voluntary service. All services provided by the recipient of an OVW Transitional Housing funds must be offered in a voluntary services manner. This means that recipients cannot require that a survivor participate in services to be deemed eligible for housing or supportive services through the OVW Transitional Housing Program. Length of services. Transitional housing with support services must be offered for six to twenty-four months. Survivors may request an extension for an additional six months of

housing at the end of their stay if they are unable to locate permanent housing despite their good faith efforts. This means that housing and support services in limited circumstances may be available for up to 30 months. It's important to note here that OVW Transitional Housing funds cannot be used to extend shelter, emergency shelter, rapid rehousing, financial assistance, permanent subsidies, mortgage payments, or any other housing-related fee that is intended to be temporary. These funds can only be used to provide housing for six to twenty-four months simultaneously, accompanied by voluntary support services.

OVW priority areas. One is to expand economic justice and financial advocacy for survivors of sexual assault, domestic violence, dating violence, and stalking, including as a tool for violence prevention. And two are projects primarily serving underserved populations. OVW Priority Area 1 looks to expand economic justice and financial advocacy for survivors of VAWA crimes as a tool for violence prevention. To qualify for this priority, an applicant must propose projects that demonstrate strong partnerships with workforce development or job training programs, provide a detailed plan for assisting survivors toward graduated economic empowerment and survivor autonomy while using a voluntary services model, and submit budgets for up to \$550,000 for a 36-month period. OVW Priority 2 focuses on projects primarily serving underserved populations. To qualify for this statutory priority area, an applicant must propose projects that primarily serve individuals from underserved populations who are victims of the VAWA crimes, provide a detailed plan identifying the underserved populations being addressed, describe how the project will provide specific services to victims from the identified underserved populations within the proposed project service area, describe gaps in current services and barriers for victims seeking services, demonstrate strong partnerships with organizations with expertise and a history of services to each underserved community, submit budgets for up to \$550,000 for a 36-month period.

Priority area clarification. Applicants may apply for both Priority Areas 1 and 2, expanding economic justice and primarily serving underserved populations. If an applicant chooses to apply for both Priority Areas 1 and 2, they must attach an additional page describing how they will address that priority area. Please see page 20 of the FY 2024 solicitation for more information. Additionally, the applicant must submit a budget allocating up to an additional \$50,000 of funds per priority area. This means that an applicant may request up to a total of \$100,000 in grant funds to address both Priority Areas 1 and 2. Please note that applications are not guaranteed priority funding. Only applications that successfully address the priority area will receive priority funding. I'm going to hand this off to my colleague, Charlayna Brady, to review the prohibited activities and limits to funding. Charlayna.

CHARLAYNA BRADY: Thank you. I will be reviewing with you the activities that compromise victim safety, out-of-scope activities, unallowable activities, and the limited use of funds.

Activities that compromise victim safety. 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. Applications that propose any such activities may receive a deduction in point during the review process or may be eliminated from consideration. Information on activities that compromise victim safety and the recovery or undermine offender accountability may be found in the solicitation companion guide. Out-of-scope activities. The following activities are out-of-scope. Research projects, prevention activities, family violence, housing retention, emergency shelter or short-term housing, and assistance that is offered for less than six months. These activities are deemed out-of-program scope and will not be supported by this program's funding. More information and details about out-of-scope activities can be found on page eight of the solicitation.

Limited use of funds. The following activities can be supported only in limited circumstances. Legal services. Recipients may provide legal assistance as part of providing services to victims. The use of grant funds for legal assistance to victims must be related to matters involving the survivors' victimization or matters in which the survivor's access to housing is impacted. Applicants requesting funds for legal assistance should describe this option in the "What Will Be Done" section. Please see "Proposal Narrative" for more information. Legal assistance costs must not exceed 10% of the total project cost.

Next is the purchase and/or lease of vehicles. The use of grant funds for the purchase and/or lease of a vehicle by the grant recipient or project partner will be considered on a case-by-case basis. If an applicant is requesting funds for a vehicle, a lease purchase analysis must be submitted with the application, and the cost included in the budget and budget narrative. Grant funds may not be used for the purchase of and/or down payment on a vehicle for private ownership by a victim in a transitional housing program.

Services for children. Grant funds may be used to provide direct services to minors who meet the statutory eligibility criteria for transitional housing services, or to provide direct services to children with such services are an ancillary part of providing transitional housing and supportive services to the child's or legal guardian who is a victim of VAWA crimes. And lastly, the limited use of counseling services. Funds may be used for counseling services designed to enable survivors of domestic violence, sexual assault, dating violence, or stalking to locate and secure permanent housing, secure employment, or integrate into a community. Grant funds may not be used for in-patient mental health services, mental health evaluations, prescription mental health drug evaluations, or for long-term treatment of a mental health condition. Now, Kelley will review the federal award information with you.

KELLEY WALSH: Award period and amount. All awards are subject to the availability of appropriated funds. There is no guarantee that funds will be available in the future. Proposals to use grant funds for housing alone or for both housing and support services may submit budgets for up to \$500,000. Proposal to use grant funds for support services only may submit budgets for up to \$400,000. Proposals addressing the priority area, "Expand economic justice, and financial advocacy for survivors of VAWA crimes,

including as a tool for violence prevention," may submit budgets for up to \$550,000. Proposals addressing the priority area, "Primarily serve underserved populations," may submit budgets for up to \$550,000. OVW expects to prioritize up to four projects under this priority. Proposals addressing both "Expand economic justice and financial advocacy for survivors of VAWA crimes, including as a tool for violence prevention" and "Primarily serve underserved population" may submit budgets for up to \$600,000. All budgets must outline costs for the entire award period of 36 months.

Mandatory program requirement. Participate in OVW-sponsored training and technical assistance. Recipients may be expected to dedicate some OVW-funded time and resources to participating in an assessment or evaluation. Post-award submission of policies, procedures, and rules governing the organization's transitional housing program, and related support services. Offer transitional housing and support services for at least six months, and no more than twenty-four months with OVW grant funds. Offer support services only to individuals receiving transitional housing other than follow-up services. Offer follow-up services for transitional housing clients who secure permanent housing. Follow-up services are limited to advocacy, support groups, case management, and minimal financial assistance, provided for at least three months, but not more than one year. Significantly involve a victim service provider in the implementation of the project, including the development and review of all policies and procedures and the provision of support services.

Ensure that any staff, partner staff, or service providers working with transitional housing clients are trained to work with victims of sexual assault, domestic violence, dating violence, or stalking. Send the project coordinator and one other key staff member to an in-person OVW grantee orientation. Send key staff to an in-person OVW-sponsored training on voluntary services. Agree to provide transitional housing to their clients without requiring participation and support services. Notify OVW of any changes to the source of funding used to provide OVW grant-funded transitional housing and/or support services. Compensate at least one, if not all, of their project partners for time and travel to participate in project development, training, and implementation. If a partner is a state or unit of local government, and the partnership duties are conducted within the course of the agency's regular scope of work, the applicant does not need to compensate the partner if the partner offers this arrangement, and an explanation of this arrangement is included in the application. I'm now going to hand this off to Kristene Moore from the OVW Grants and Financial Management Division, GFMD, to discuss one of the requirements that are needed for GFMD.

KRISTENE MOORE: Thanks, Kelley. So, in the next couple of slides, we're going to focus on aspects of your application that relate to the documents that our financial team at the Grants Financial Management Division, or, like Kelley said, GFMD, reviews. More specifically, we'll discuss some items that GFMD has identified for prior years' applications that could help expedite our review process. For today, we're going to highlight certain aspects of the pre-award risk assessment and provide you with a link to a detailed webinar on how to develop the budget that will be included in your application.

First, we'll highlight the items identified in the Summary Data Sheet, which is completed by all applicants. Specifically, two items that we want to focus on are the Single Audit Response and the IRS three-step safe-harbor procedure. So, OVW requests that all applicants provide a statement as to whether they have expended \$750,000 or more in federal funds during their last fiscal year. If they have, they should indicate that and also specify the end date of their last fiscal year. In the past, GFMD has found that applicants don't always include all of this information, so again, please ensure that this question is answered in its entirety on that Summary Data Sheet, specifically, it's question number three. Another item that we're going to highlight here -- and this is the solicitation as specifically for non-profit organizations -- if you use the IRS three-step safe-harbor procedure to determine your executive's compensation, you are required to provide a disclosure letter. You're going to want to refer to the solicitation for further details and a link to a sample letter. There are four required parts of that disclosure letter and the sample letter provided outlines all four of those parts, so please be sure to follow the sample and provide a response to each and every part.

The next item that we're going to discuss here is that pre-award risk assessment questionnaire, which assists us at GFMD during our pre-award risk assessment review for all of the applications. Each applicant must prepare a response to all 11 questions and note that each question is going to have multiple parts to it. So, we've noticed from prior years that applicants don't always fully answer all the parts of the questions, which in turn requires us at GFMD to reach out to that applicant, which could delay funding decisions.

Some of the most common issues that we've encountered have been, as an example, question number two, where the applicant will indicate that they do indeed have internal policies, but they don't then provide a brief list of topics covered in those policies and procedures. Another example in question three, some applicants fail to provide a brief summary of the organization's process for tracking expenditures, and more specifically whether or not that organization tracks the budgeted versus actual expenditures. So, those are just a few examples, but in general, you want to make sure that you read each piece of each question and provide a full and comprehensive response.

So, this next slide coming up is going to quickly highlight some resources that are available as you're creating that budget that needs to be submitted with your application. Over the last couple of years, GFMD has developed a detailed webinar presentation on how to develop a budget to be submitted with an OVW application. This presentation will address some of the challenges that you may face with your budgets, and it'll also provide some insight into OVW's budget review process. The webinar can be found at the link on this slide. Next up, the resources for the uniform guidance, which can be found at 2 CFR 200, which you can find anywhere online with your preferred search engine. And lastly, the two resources we want to mention are the DOJ financial guide and the solicitation itself.

We know that this can be a lot of information to process and know that we are available to you to answer any questions about what we've discussed here today. So, you can reach us at the Grants Financial Management Division helpdesk either by phone or by email. The phone number is 888-514-8556, and the email is OVW.GFMD@usdoj.gov. And that wraps up my piece, so I'm going to hand this off to Kelly to discuss application tips and the basic minimum requirements to review.

KELLY MORENO: Thank you so much, Kristene. And let's go ahead and move on to discussing application tips. So, what will be covered? Well, in this section of the presentation, we will discuss qualified applications, required partnerships, and mandatory application components.

To be qualified for funding under this program, applications must meet the following statutory definition of qualified application. An application is deemed qualified if it has been submitted by an eligible applicant, does not propose any activities that may compromise victim safety, including background checks of victims or clinical evaluations to determine eligibility for services, reflects an understanding of dynamics of sexual assault, domestic violence, dating violence, and stalking, and does not propose prohibited activities including mandatory services for victims.

If an applicant is a victim service provider, the application must include at least one other organization. An example is a housing provider, local homelessness coalition, or other social service provider serving low-income households, including community colleges, workforce centers, community action agencies, public assistance departments, and so forth, as a required partner identified in the Memorandum of Understanding, or otherwise known as MOU agreement. If an applicant is a Tribe, state, or unit of local government, the application must include both a victim service provider -- see below -- and a housing provider as required partners. This may include the other types of partners listed on this slide identified in the Memorandum of Understanding. If an applicant is an organization including a domestic violence and sexual assault coalition, other non-profit, non-governmental organization, or community-based and culturally specific organization that has a documented history of effective work with survivors of VAWA crimes, which is domestic violence, sexual assault, stalking, and dating violence, the application must include at least one other organization such as a housing partner, local homelessness coalition, and so forth, as a required partner identified in the Memorandum of Understanding.

Let's talk a little bit about the victim service provider. A victim service provider is a non-profit, non-governmental, or Tribal organization or rape crisis center, including a state or Tribal domestic violence or sexual assault coalition that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims. This can include domestic violence shelters, faith-based organizations, and other organizations that have a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking.

Victim service providers must provide direct services to victims of the four crimes we've talked about during our call, domestic violence, sexual assault, stalking, or dating violence, as one of their primary purposes and have a demonstrated history of effective work in this field. The victim service provider partner must play an active role in the development and implementation of the project. Applications from a Tribe, state, or unit of local government must demonstrate that a victim service provider is significantly involved in the project design and development and review of all policies and procedures and describe how the applicant will ensure that anyone working with transitional housing survivors is trained in working with victims of VAWA crimes. I'll now go ahead and pass it off to my colleague, Charlayna Brady, to talk about application content.

CHARLAYNA BRADY: Thank you. Your application must include a Summary Data Sheet, an abstract, a proposal narrative, a budget detail worksheet and narrative, a Memorandum of Understanding, also known as the MOU, and the Letter of Experience, also known as the LOE.

Summary Data Sheet. The Summary Data Sheet questionnaire is a required element and must be fully completed and submitted to successfully apply for this program. Applicants must respond to each question. The abstract is worth five points in total. The abstract will be entered into JustGrants. It must provide a short summary, no more than two pages, double-spaced of the proposed project, including names of the applicant and partners, the project title, the purpose of the project, including goal and intended outcome, primary activities for which funds are requested, who will benefit, including geographic area to be served, product and deliverables, and how the applicant will measure progress in completing project goals and objectives. The project narrative is worth 60 points in total. The project narrative includes the following sections and optional priority areas. The project narrative may not exceed 25 pages or 26 to 27 pages for applications addressing one or more priority areas. The project abstract and summary datasheet are not a part of the 25-page limit for the project narrative. The first section is the "Purpose of Application" worth 20 points, should describe the problem to be addressed and how funding would alleviate it, the target population, and how the target population would benefit.

The "What Will Be Done" section is worth 30 points and should describe the project goals and objectives and a timeline describing the specific tasks and activities necessary for accomplishing each. The "Who Will Implement the Project" section is worth 10 points and should describe organizations and people responsible for implementing the project. As a reminder, the priority areas are to, one, to expand economic justice and financial advocacy for survivors of sexual assault, domestic violence, dating violence, and stalking, including as a tool for violence prevention, or two, projects primarily serving underserved populations.

The budget detail worksheet and narrative. All applications must include a detailed budget and budget narrative. See the sample budget detail worksheet and the "Creating a budget" webinar available on the OVW website. 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. 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 cost of goods and services are determined and how they will fulfill the objectives of the project. The budget must, first, 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. Second, 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 the territories of Hawaii and Alaska. This amount is for the entire 36-month project period and not per year. Applicants may also budget expenses in excess of the required amount if they are aware of relevant non-OVW-sponsored conferences or trainings for which they would like permission to use grant funds to support staff and project partner attendance. Third, include a statement describing whether the housing units are applicant-owned. Next, include any fees charged to transitional housing participants if the transitional housing units are applicant-owned as program income. Please 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 Federal Award Administration Information for more information. Include sufficient funds to fully provide language access or describe resources available to the applicant to ensure meaningful access for persons who are limited in their English proficiency because of their natural origin. See accessibility under the Federal Award Administration Information section of this solicitation for more information. Ensure that legal assistance costs do not exceed 10% of total project costs. And lastly, distinguish clearly between sub-awards and contracts in allocating any grant funds to other entities.

The Memorandum of Understanding. It's worth 15 points total. All applications must include a new MOU that is responsive to this solicitation. The purpose of the MOU is to allow applicants to demonstrate that their proposed projects will be developed by a team of collaborative partners. Remember "Required Partnership" and "Role of victim service provider" in the "Program Eligibility Requirements" section. The MOU should be very specific and mirror the project as described in the project narrative and budget. The MOU should be a single document, currently dated, and signed by the authorized representative of each partner agency.

The Letter of Experience is worth 10 points total. All applicants must submit a signed and currently dated LOE describing the applicant organization's documented history of effective work concerning VAWA crimes or such experience and capacity of a partner if the applicant is a Tribe, state, or unit of local government. The LOE must address the following -- describe how serving survivors of VAWA crimes is one of the primary purposes of your application. Describe the applicant organization's history of providing assistance to survivors of VAWA crimes. State the number of years, which must be at least three or more years, the organization has provided direct services to victims of

domestic violence, dating violence, sexual assault, or stalking. Describe the direct services provided to victims of domestic violence, dating violence, sexual assault, or stalking, and describe the qualifications or skills of staff assigned to the grant and the training they have received. Describe how services are structured and implemented to specifically address the issues facing victims of domestic violence, dating violence, sexual assault, or stalking. Applications from a Tribe, state, or unit of local government must include a letter of experience from their victim service provider partner. In addition to the above information, the letter must make clear how the victim service provider will be involved in the implementation of the proposed project. The LOE must contain the following formatting -- it's limited to two pages, any additional pages will not be reviewed or considered. It must be on an agency letterhead. It must have current dates for 2024, any letters of experience that have dates from before the current application year, before 2024, will not be accepted and can remove the application from consideration. Your LOE must be signed by the victim service provider agency representative. If an LOE is submitted that does not contain the above-mentioned formatting criteria, the application may be disqualified and removed from any further consideration of funding. Sharon will now go over the application and submission information with you.

SHARON ELLIOTT: Thanks, Charlayna. Let's begin with the limit on the number of applications. OVW will consider only one application per organization for the same service area. 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.

Formatting and Technical Requirements. Applications must follow the formatting and technical requirements outlined on page 12 of the solicitation. Double-spaced, 8 1/2 by 11-inch paper, one-inch margins, type no smaller than 12 point, Times New Roman or Arial font except for footnotes, which may be in 10-point font. Include page numbers and headings and sub-headings that correspond to the sections identified in this section of the solicitation. Word documents in the following formats, Microsoft Word, PDF files, or Text Documents. No more than 25 pages for the Proposal Narrative.

Submission and Deadline Information. After applicants register with the System for Award Management, also known as 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, also known as E-Biz POC, must register the applicant organization with Grants.gov. In JustGrants, each applying entity will have an assigned entity administrator who is responsible for managing entity-level information and assigning roles in the system. The entity administrator is also the E-Biz POC designated in SAM.gov. See the JustGrants website for more information on registering with JustGrants. It is the applicant's responsibility to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in an application not being considered for funding. Applicants should refer to the list on page 21 of the solicitation to ensure that all required steps and deadlines are met. Failure to begin registration or application submission by the deadlines is not an acceptable reason for late

submission. Obtain a DUNS number. Register with SAM. Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration. Register with Grants.gov. Submit your Letter of Intent by March 19th, 2024, to the Transitional Housing mailbox. And that mailbox address is OVW.TransitionalHousing@usdoj.gov. Download an updated version of Adobe Acrobat at least 48 hours before the Grants.gov deadline. 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 solicitation and to submit the SF-424 and SF-LLL on Grants.gov. Go to the Adobe Software Compatibility page to verify that the Adobe software version is compatible with Grants.gov.

Submission and Deadline Information continues. Submit the SF-424 and SF-LLL in Grants.gov as early as possible, but no later than 24 to 48 hours prior to the Grants.gov deadline. Register the Entity Administrator and the Application Submitter with JustGrants as early as possible, but no later than 48 to 72 hours before the JustGrants deadline. Submit the complete application package at least 24 to 48 hours prior to the JustGrants deadline and confirm application receipt. Submitting the application components at least 48 hours before each deadline, Grants.gov or JustGrants, as applicable, will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline. Christina will now tell you about the Basic Minimum Requirement review and some other helpful information. Christina?

CHRISTINA BAQUERO: Thank you, Sharon. Basic Minimum Requirements. All applications undergo Basic Minimum Requirement, a BMR, review to determine if the application will move forward to Peer Review. This is the first of four stages that any application can go through during the review process to determine if the applicant is proposing a project that meets the requirements outlined to receive funding.

Applications missing any of the following elements will be removed from further consideration and not forwarded to Peer Review. Project narrative, budget narrative and detail worksheets, a complete MOU – a single document that can include multiple signature pages as long as each page includes the name and title of all signatories to the MOU, is currently signed and dated within the application period in 2024 -- required partnerships, a Letter of Experience – an LOE, a single document, signed, and currently date within the application period in 2024.

Other Information and Helpful Tips. Read the solicitation in its entirety before applying. Follow the solicitation. The information in the application should be as detailed as possible. Continuation applicants should write the application as if this was the first time that OVW has ever heard of their project. Ensure that each section is completely addressed, even if it feels redundant. Number all pages. Fully name and limit the use of acronyms included in the application. Information submitted beyond what is required in the solicitation is likely not to be read by OVW staff or peer reviewers.

The OVW website contains information on Transitional Housing Models and Rent Structures. Please utilize the FY 24 Solicitation Companion Guide. Visit justice.usdoj.gov for helpful guidance on Application Submission. Questions. If you have any questions, please email us at OVW.TransitionalHousing@usdoj.gov. We will now open up for a Q&A session. If you have any questions, please submit them in the Q&A. Thank you.

KELLEY WALSH: All righty. It looks like we have some questions in the chat that we wanted to cover live. So, I'll be asking my lovely teammates to help me answer these questions that we've received throughout our presentation today. The first question we received was regarding the six-month minimum timeline. "How does that apply to services that help pay someone's security deposit? That is a one-time payment, so it would not meet the six-month minimum. Our first thought was to pay a deposit and then offer six months of ongoing services to the participant, but we realized that participation in services cannot be mandatory for the grant. So, how can security deposits be paid without violating the minimum timeline?"

SHARON ELLIOTT: So, Kelley, is the applicant asking if they pay a security deposit and the survivor only remains there for six months is a problem? Is that what they're asking? I don't see...

KELLEY WALSH: I...

SHARON ELLIOTT: ...the question, so...

KELLEY WALSH: Oh, sorry. So, I think the question...

SHARON ELLIOTT: Oh, I see it. I see it. I see it. Thank you.

KELLEY WALSH: Yeah. No worries.

SHARON ELLIOTT: I see it.

KELLEY WALSH: I think that the question might be if we can use our funds to pay security deposits, and the person who asked this question can clarify, but as far as my understanding of this award, it is not allowable to only contribute security deposits as the only form of housing support for this program.

SHARON ELLIOTT: That would be correct.

KELLEY WALSH: Yes. So, if that did not answer your question, folks who are joining today, feel free to please re-ask the question or follow up with additional details in the chat so we can make sure you get your question answered. But based on the information that is presented in the question as it is, paying the security deposit on its own would not be allowable under this award. It would have to be a security deposit and then ongoing housing and supportive services provided through the award.

The next question is, "Can funds be used to build tiny homes for transitional housing or is it not permitted for new construction at all?"

SHARON ELLIOTT: Innovative idea, but it can't be used for construction at all.

KELLEY WALSH: Thank you. "Can you better explain the distinct differences between transitional housing versus short-term assistance? For short-term, is just aid provided, or does a facility need to be provided as well?" We might need a little bit more clarification around this question. For our program, transitional housing is considered the six to twenty-four months. The distinction would be short-term assistance because it's not long-term permanent housing or support. So, that might be the distinction there. I don't know if the team has any other thoughts on that question.

MYRTA CHARLES: Yeah. In fact, I was going to say short-term assistance is for that six to twenty months, but it might be that you're paying rent on a lease for that period of time, as opposed to having a transitional housing facility that your either program owns or is already in existence and they're not paying rent. They have some place too, an apartment or, as we said, a communal living situation. So, that differs from a rental assistance security deposit, childcare, and support services.

KELLEY WALSH: Thank you for that.

MYRTA CHARLES: In, again, a six to twenty-four-month period.

KELLEY WALSH: Yes. Thank you for that clarification because our award does not require a program to operate their own housing. They can use third-party landlord-rented units through our award.

KRISTENE MOORE: Next one. "Would this OVW program support a transitional housing program as a continuation of shelter programming that itself requires participation in services while in the shelter, but which are in volunteer or are volunteer in the transitional housing phase of victims' lives?"

MYRTA CHARLES: This would be very tricky. Our program specifically states this program cannot be used for extended shelter stays.

CHRISTINA BAQUERO: Yeah. Thank you, Myrta.

KRISTENE MOORE: We do have a follow-up about the security deposit question. "So, what has to last six months minimum? Is it the entire program in general or support given to each participant? If we pay a security deposit, do we then need to continue to provide services to that participant for six months?" The answer to that question is yes. Our program is designed in a way that the person who is enrolling in the transitional housing program would be offered six to twenty-four months of housing and supportive services. That could be either program-owned units or third-party rented units through a

private landlord. So, that would be the service that is ongoing for the six to twenty-four-month period is the housing and then any other case management, economic empowerment work, housing advocacy, and in all of those other services that programs create to help survivors reach self-sufficiency and autonomy. And to follow up, yes, that is correct, that services cannot be made mandatory. This is a voluntary services program, so folks are not required to participate as a means to remain housed in that program.

KELLEY WALSH: Okay.

CHRISTINA BAQUERO: "Is a double and triple security deposit an allowable use of funds? Oftentimes, landlords require a significantly increased security deposit amount for survivors who we work with."

MYRTA CHARLES: I'm going to say double or triple security deposit is not allowed. A security deposit is a specific item to hold an apartment or a house, or what that may be. I'm thinking, and I'm just stretching this from double to triple, that if they request the first month's rent, last month's rent, and a security deposit, it may be of the same amount, but they are for different purposes, which again, is something like a first month's rent, last month's rent, and security deposit. Also, if you encounter a landlord who is increasing security because of the survivor you're working with, I would question that as discrimination and would be looking very closely at that and how that is impacting your program because there should not be discrimination on that level.

CHRISTINA BAQUERO: Thank you. "Legal assistance does not apply to legal advocacy services, for example, court accompaniment, prep for court cases, et cetera?"

MYRTA CHARLES: No.

CHRISTINA BAQUERO: "Can you speak more to permanent housing? How is this determined?"

MYRTA CHARLES: Permanent housing is the goal of this program. It is to move a participant from a temporary structure, which is a temporary placement in a home to where they're self-sufficient. Permanent housing is considered where the client is able to be self-sufficient, able to pay or maintain their household by themselves, and do so for a period going into the future that there's non-assistance with the program to help them maintain that residence.

CHRISTINA BAQUERO: Thanks, Myrta.

KRISTENE MOORE: I just have a quick follow-up question. If a survivor departs the program prior to the completion of the initial six months, this particular applicant would like to know if there's a penalty to that program if the survivor leaves before they complete six months.

SHARON ELLIOTT: There is no penalty to the program. The offering of six to twenty-four months is the requirement for the program. Sometimes, survivors will exit early for a variety of reasons, but there's no penalty to the program when that happens.

CHRISTINA BAQUERO: Thank you. "To qualify for the TH program statutory priority area, to primarily serve underserved populations, does that mean for the entire program or for the portion of the program of the grant series? So, if the grant accounted for 30% of our TH clients, does this apply only to them or everyone served by the program as a whole on page seven?"

MYRTA CHARLES: Your priority area applies to everyone served by the program as a whole.

CHRISTINA BAQUERO: "What about services to children whose parents are in TH? Are full services provided to children allowable and/or a children's advocate that supports TH clients' children? What about other advocates or shelter advocates who help clients find transitional, more permanent housing when we do not have room at our TH facility?"

SHARON ELLIOTT: You can provide services to children in the program as long as their parent or legal guardian is receiving services in your program.

CHRISTINA BAQUERO: Thank you. "If applying in a priority area, does the additional \$50,000 need to be specifically budgeted toward the priority area? We want to apply under the underserved population priority area and have a project partner who doesn't have special expertise with that population. If we, as the lead applicant, have expertise and a history of service provision to that population, do we have to add another partner that also has expertise?"

MYRTA CHARLES: No.

CHRISTINA BAQUERO: "Clinical evaluations that jeopardize victim safety -- are those done by certified therapists or case managers doing intake or ongoing evaluations?"

SHARON ELLIOTT: I don't understand the question -- clinical evaluations.

CHARLAYNA BRADY: If this is in reference to your eligibility criteria, you can't use an evaluation as a means to accept someone into your program. I'm not sure if that's what...

CHRISTINA BAQUERO: Yeah. So, it sounds like, "Does using a certified therapist or case manager do intake--who's doing intake ongoing evaluations..."

SHARON ELLIOTT: Yeah.

CHRISTINA BAQUERO: ...jeopardize victim safety?"

SHARON ELLIOTT: Right. That can't be used to determine eligibility if that's the question they're asking.

CHRISTINA BAQUERO: "If an organization currently owns transitional housing and also provides support services, do we need to establish an MOU if all the services are being done in the house?"

SHARON ELLIOTT: Yes.

MYRTA CHARLES: Yeah.

CHRISTINA BAQUERO: "If the agency has an expert come to hold sessions to support economic empowerment, or do they need to be associated with the agency that provides services in those areas?"

MYRTA CHARLES: No. You can have a consultant on your grant.

CHRISTINA BAQUERO: Okay. "Is extremely low-income considered underserved populations?"

MYRTA CHARLES: I would say it's up to you to supply the data or the information to establish that as an underserved population.

CHRISTINA BAQUERO: And it also had a follow-up. "Can an underserved population be the size of a family, such as women who have four plus children, making it difficult to assess services?"

MYRTA CHARLES: I think the same answer applies there. That would be for you to submit a proposal that makes the case that this is an underserved population.

CHRISTINA BAQUERO: Okay. "If a project partner normally does this service, employment counseling, are we required to compensate?"

SHARON ELLIOTT: You are required to compensate your MOU partner unless they are a government entity and the services provided by them are in their normal course of work.

MYRTA CHARLES: That should also be outlined in your MOU and within your application as well.

CHRISTINA BAQUERO: "We have a current signed MOU in place with our partners that was created outside the scope of this application but complies with the required components. Is that sufficient to meet the MOU requirements?"

CHARLAYNA BRADY: As long as it is currently signed and dated and pertaining to this OVW transitional housing program and your project specifically, then yes.

CHRISTINA BAQUERO: "If our program serves women victims, how does having to offer services to all, but not all people not in danger or threaten or make women feel unsafe? I do not understand this requirement of the VACA..." I think it means VAWA...

SHARON ELLIOT: I don't know if...

MYRTA CHARLES: Repeat that question.

KELLY MORENO: Yeah, I think the question is...

KELLEY WALSH: I'm going to voluntary services as not mandating services as part of our requirement.

MYRTA CHARLES: I'm going to guess, and I'm only guessing -- if somebody wants to clarify more -- that if a program serves women victims in having office services to all people -- I think you are broadening all people to different victims. The program is for DV victims, stalking, sexual assault, and not necessarily so that any victim of a crime can be served. Understanding the dynamics behind these crimes is essential. Again, I think we're a little bit panned by this question because you don't serve it to the public in general. It's very specific to victims of domestic violence, sexual assault, and stalking, and the dynamics behind that make it clear that you have to work in a manner that's confidential. So, it would endanger if you're just opening it up to everybody. But...

SHARON ELLIOT: Okay.

MYRTA CHARLES: That's what I'm getting from the question, but if you want to clarify that a little bit more, I'd be happy to consider another explanation.

CHRISTINA BAQUERO: Okay. "Is there an income limit for this program? Are units rented by clients required to meet fair market rent rates? Can this grant pay for startup moving costs such as furniture? Can it pay for movers to help clients move in? Are rent-reasonable documents required to be completed once leased?"

MYRTA CHARLES: Okay. So, I'll answer. There is no income limit for this program. The income limit is zero. Are units rented by clients required to meet fair market rates? No, they're reasonable. A fair market rate is just a manner by which to help you, the grantee, can help assess what is in the area. But it's a tool, it's not a mandatory thing to go by. Can this grant pay for move-in costs, such as furniture? The furniture you can pay for, but it must remain with the agency or grantee. You cannot buy furniture for each client and they can take or leave with that furniture or remain in that property. It is for the agency to store, keep, or move to different locations if needed, but it remains the property of the agency. Yes, you can pay for movers to help clients. Again, that's a little bit dicey, again, but if they're moving their furniture or what they've acquired while

they're in transitional housing and you need them moved to a permanent area, yes, you may use that funding for that. Are rent-reasonable documents required to be completed once leased? I'm not familiar with that, I'm going to say no. Lease documents, or what the agency has, if it's a program-owned, is what's required. I think rent-reasonable documents are under HUD, if I'm not mistaken.

KELLEY WALSH: Yeah. Fair market value is usually used by HUD?

MYRTA CHARLES: This is not HUD.

KELLEY WALSH: Yup. I will also add, and you can correct me if I'm mistaken, but we also don't have occupancy limits or maximums. So, you can find units that, in other grant funds, might exceed the total number of tenants if there is a reason that the survivor needs a unit larger than how many folks are staying there -- so, a two-bedroom for a single person if they have reasons for needing a space that large.

CHRISTINA BAQUERO: Thank you. "Do we need to ensure that project partners, for example, housing providers, are trained to work with survivors?"

MYRTA CHARLES: Yes.

CHRISTINA BAQUERO: "Is it true that we have to do the Grants.gov process first before we can register for JustGrants?"

MYRTA CHARLES: Yeah.

CHRISTINA BAQUERO: "I went to JustGrants and I see no place to sign up. Another grantee told me that you have to do the Grants.gov portion first and complete the SF-424 and lobbying document first."

KELLEY WALSH: Yes.

MYRTA CHARLES: Absolutely. Correct.

CHRISTINA BAQUERO: "Is there matching requirements?"

KELLEY WALSH: I'm so sorry. If I can just step back for one second. The first step is outlined in step one on page two, which talks about the Grants.gov registration and those two forms. So, go ahead and take a look at page two under step one, because there are very specific deadlines for that piece that are different from the final application package. So, make sure you take a look at that.

MYRTA CHARLES: Thank you, Kelly.

CHRISTINA BAQUERO: "If someone is already housed, can we use funds to pay six months of rent?"

CHARLAYNA BRADY: No. They have to be homeless or in need of housing.

MYRTA CHARLES: Yes. If they're housed, they're not homeless.

CHRISTINA BAQUERO: "If the security deposit is significantly increased, is that allowable?"

KELLEY WALSH: Can you say that again?

CHRISTINA BAQUERO: "If the security deposit is significantly increased, is that allowable?"

SHARON ELLIOT: Is it being significantly increased because it's a survivor who is moving into the unit? Because if there's some difference between a survivor and a non-survivor, if the security deposit is different based upon those circumstances, then no, it wouldn't be allowable.

STEPHANIE: This is Stephanie. Could I speak to that? It was my question that came in.

SHARON ELLIOT: Sure.

STEPHANIE: So, the situation we run into with survivors we oftentimes support with accessing housing is they have evictions on their backgrounds, and/or their credit isn't where it needs to be, things like that. So, oftentimes, what landlords will do -- and I appreciate the insight earlier that it potentially could be considered discrimination -- but it certainly is happening, that as soon as our survivor's income isn't where they want it to be, their credit isn't where they want it to be, and/or they have had evictions on their background, they will say, in order to house the survivor, we are going to require a double or triple security deposit. And so, that is usually the situation, and why I ask the question. It's because oftentimes, this is the only way landlords will work with housing our survivors -- due to their low credit limits, past eviction record, and/or other barriers, they would require a double or triple security deposit.

SHARON ELLIOT: Is that their practice across the board, though? That's what I'm asking. Is it their practice regardless of someone being a survivor? If the person has all of these other deficiencies around credit and income and so forth, is it their practice to require a triple security deposit?

STEPHANIE: That's a good question. I would say the only experience that I know is that we even have some folks who don't identify as survivors that we still support with housing advocacy efforts, and those things would still apply. But I don't ever see anything in writing or anything like on the landlord or property management companies that say anything like that. It usually happens via negotiations with the landlord in order to get the person housed.

SHARON ELLIOT: Yeah. I mean, that can be kind of tricky. So, I'm going to say yes because we do know those situations exist across the board. As long as the difference between being a survivor or non-survivor in that rule or action is being implemented, I would say yes, pay the higher security deposit because the person that's moving in has these deficiencies.

STEPHANIE: Thank you.

SHARON ELLIOT: Uh-hmm.

STEPHANIE: Thank you for clarifying.

KELLEY WALSH: All righty. The next question is, "Can you speak more on how to determine for whom emergency shelter services where other crisis intervention services are unavailable or insufficient?"

MYRTA CHARLES: Can you read that again? I'm sorry.

KELLEY WALSH: Oh, sure thing. "Can you speak more on how to determine for whom emergency shelter services where other crisis intervention services are unavailable or insufficient?"

MYRTA CHARLES: That usually occurs around, for example, if there's no more availability at a domestic violence or a rape crisis center for shelter, if there's no safe housing in the area within a mile that they can get to, in which case then you may be able to offer a client transitional housing at that point.

KELLEY WALSH: And I think, and you can correct me if I'm wrong, I think the insufficient would mean if their needs exceeded what shelter--emergency shelter opportunities in their community could provide.

MYRTA CHARLES: Yes.

KELLY MORENO: So, let me know if that answers your question in the chat. The next question is, "Can other women, not recipients of OVW transitional housing, participate in provided support services?"

SHARON ELLIOT: Okay. Other women not recipients. So, for our program, in order for there to be the provision of anything, the survivor would be enrolled in the transitional housing program and receiving both housing and support services?

KELLEY WALSH: Yes.

SHARON ELLIOT: Okay. So, I'm going to say no to the way this question is understood. What I think the person is asking is going to be no, because in order to be in this program, they have to be recipients of both housing and support services.

KELLY MORENO: If you don't mind, I'll explain the question. If we provide some support services, for example, let's say economic-related, might be group services, and since they're voluntary, we might announce them and invite the participants from the transitional housing project and some of them might participate, but some other women that we serve who are not participants from the transitional housing might be interested and show up for the service. That's what I'm trying to consider, whether they would be welcome to participate in something that is offered as a group to all of the transitional housing participants, but since it's voluntary, there might be space, and some of them might not show up or not be interested. Not sure.

SHARON ELLIOTT: I see. I see what you mean. Okay. Yes. It sounds like you're providing a service, and you have survivors in your program who are receiving housing and support services. You have others in your program, not funded by us, but you're asking, as I'm understanding, if those folks who are not necessarily enrolled in our program could they attend this particular group of sessions. Would that be your question? Is that your question?

KELLY MORENO: Yeah, that's the type of scenario I'm trying to consider. Right.

SHARON ELLIOTT: Oh, okay. Okay. Based upon that, I would say yes because it sounds like you have two groups there -- one that's OVW-funded and maybe one that's not, but here's the service for everybody.

KELLY MORENO: Thank you.

SHARON ELLIOTT: Okay.

KELLEY WALSH: All righty.

PARTICIPANT 1: I'm sorry. May I just jump in? I have a similar question along those lines that...

KELLEY WALSH: Sure.

PARTICIPANT 1: Okay. Thank you. So, we have a shelter program and a transitional housing program. With a lot of our sheltered clients, we are preparing them to find long-term housing. If the advocates that are working with the shelter clients are specifically working with them to find stable housing after their time in the program, is that allowable?

MYRTA CHARLES: I'm going to say that you need to make a very clear demarcation between your shelter services and the transitional housing services in that transitional housing can't be used for emergency or shelter services. So, if they're in the shelter and you're preparing them for long-term, that's still considered shelter services and not for them to be paid, or your shelter advocacy be paid for with transitional housing funds. If

you are, and you find housing for them, that's transitional housing, and support service simultaneously, and you can delineate that clearly, and it might be that you own apartments, or housing, or such, and they can move into that situation, and you can clearly define that this is transitional housing, and again, it's voluntary, they have support services, they're going to remain for six to twenty-four months, then you can determine that that's a transitional housing program. And that is okay. That's fine. But I think you're getting a little blurry as to, "Oh, we're moving them over to this." So, is the shelter advocate a transitional housing person or emergency services person? Who's paying them? That's what I think I'm hearing, that's not clear.

KELLEY WALSH: Right. And I think the main thing is we have advocates that support people in the shelter and also transitional housing, and so we could cost allocate that time perhaps, is what I'm hearing.

MYRTA CHARLES: Let me just say keep a very clear documentation.

KELLEY WALSH: I see a hand.

MYRTA CHARLES: And then--yeah.

KELLEY WALSH: Oh, I'm sorry.

MYRTA CHARLES: No, no. I said that's my recommendation. Keep very clear documentation if that's what you choose to do.

KELLEY WALSH: Very clear--okay. Thank you. I see a hand raised.

LESLIE: Yes. My name is Leslie with Jenesse Center. We, too, have a shelter where the clients have emergency shelter; they stay there for up to 45 days. Once we assess them, we have a totally different location, which is our transitional housing. They still don't pay rent, but we have a whole other staff that's dedicated totally and fully to those transitional housing clients where we still provide them with support services and then also work with them to move towards permanent housing. Now, we do allow them to stay at our transitional shelter for up to 24 months. So, are we in compliance with what you and the services they are asked if they want to? It's totally voluntary to participate in any of the classes that may be mixed with both emergency shelter clients and transitional clients. But we do have separate sign-in sheets and everything else to denote that these are our transitional clients versus our emergency clients participating in the group classes. Are we in alignment with what is required for this grant?

MYRTA CHARLES: I'm not so sure, but I'm hearing that they're staying in the shelter. So, is it that they have a bed? Do they have a room? Like...

LESLIE: Yes, they have their own individual apartments, but we don't ask any money of them. It's all still free.

MYRTA CHARLES: So, they have their own individual apartment. They're not sharing a room, it's not...

LESLIE: No.

MYRTA CHARLES: ...just a bed or closet, they have their dedicated area room, like you said, an apartment. That's considered...

LESLIE: Yes.

MYRTA CHARLES: That's fine. Is it in the shelter, you're saying, or is it part of the shelter?

LESLIE: It's totally separate -- it's actually, one mile away from our emergency shelter. And then we have a whole other apartment complex, 15 units.

MYRTA CHARLES: That would be considered clustered housing.

LESLIE: Perfect. Thank you.

MYRTA CHARLES: Thank you.

KELLEY WALSH: All righty. We have some more questions that came in through the chat.

"So, applicants seeking to apply for both priority areas listed should submit budgets for up to \$600,000, allocating \$50,000 per priority area addressed for the 36-month period." That is correct. If you are looking to apply for one of the two priority areas, then your total budget for the 36 months would be \$550,000. If you apply for both priority areas one and two, then you would complete your budget to have a total of \$600,000 for that 36-month period. The budget should be submitted for the complete award period of 36 months. And so, I hope that answers your question. I also see another hand raised.

OLIVIA: Hello. I think that might be me. Good afternoon. My name is Olivia with Self Enhancement. We provide culturally specific services to Black and African American survivors of sexual and domestic violence. My question is, for our application, we're considering a scattered site, six to twenty-four-month rental assistance programs that have to be brought to our local coordinated access system. Are we able to identify a priority population for households that are submitted for our programming? Maybe I could provide some context? Meaning, when we're bringing this to the system for survivors to be submitted, are we able to say we are prioritizing Black and African American families?

MYRTA CHARLES: I wouldn't say prioritizing Black and African American families. If those are the clients that come through your doors are primarily, and you wish to look at that priority as an underserved population, then, yes, you can look to see about meeting

that criteria for that population that you're servicing. So, the thing to look at is if you have the partners or the expertise to deal with the different issues that are singular to the population you're working with, if you have the partners that work with that population, if any different needs that they have that you are aware of, that you can address, and that you can speak to in your proposal on how that prioritizes their needs because they're coming through your doors, and you are working to help create an environment where they can successfully move to autonomous and independent life. Yeah, that's what you're looking to do, you would be able to address a priority area under underserved populations.

OLIVIA: Okay. Is it okay if I kind of follow up a little bit?

KELLEY WALSH: I'm so sorry. Due to time, we're actually going to have to limit the number of hands raised, and so we're going to conclude the hand raising portion. And so, if you want to continue the question in the chat, I'd appreciate that. Just so we can make sure that we are allocating enough time for the pre-submitted questions. I appreciate your understanding. Thank you.

"Are there county-limit and state-limit requirements for this grant?" No. If you are applying within a state, you can use the funds to serve throughout the state. And let me know if that does not answer your question then.

"How can we demonstrate an understanding of the dynamics of sexual assault, domestic violence, and stalking?" Typically, this...oh, sorry. Go ahead.

MYRTA CHARLES: No, no, go ahead, Kelly, please.

KELLEY WALSH: Oh, no. I was just going to say that typically, that information is what you would include by answering the questions that are outlined in the letter of experience section of the solicitation. Is there something else that you were going to add, Myrta?

MYRTA CHARLES: No, I was just going to answer exactly what you said in a different way. Just by answering those questions, that information comes out.

KELLEY WALSH: Got you.

"Do we need to have a partner if we have a housing-specific program, or will we only need a partner if the program is not housing-specific?" All applications must include an MOU partner. So, the partner can include any range of services that are described in the solicitation but there are requirements if your program does not have either the victim services requirement or the housing requirement or component. So, be sure to read that section around Required Partnerships, because it is a mandatory portion of our program.

“We received OVW transitional housing funding in 2018 and 2021. Does this affect our application?” And I'll defer to my team for that.

MYRTA CHARLES: No.

SHARON ELLIOTT: No, it doesn't.

KELLEY WALSH: Okay.

MYRTA CHARLES: I was going to say, it only affects your application if you have more than 50% of your funds remaining and you are thinking of applying for this year. If you do have more than 50% of your application, I would suggest that you wait and look up how you're going to disperse those funds in the following year and look to apply another time. However, if you have less than 50% of your funding, then by all means apply.

KELLEY WALSH: Excellent. “We primarily service domestic violence victims. Do we need to serve sexual assault victims through the TH program?”

MYRTA CHARLES: No. And I would go for your strengths when you apply and be clear when you apply. Don't say we'll address domestic violence, sexual assault, stalking, and dating violence if you're not going to. If you keep repeating that, we will be looking for you to address domestic violence, sexual assault, stalking, and dating violence victims. And all of these crimes have different dynamics, have different needs, and have different clients or survivors to address. We all expect to see that throughout your application if you address more than one or two or three, and that you are familiar with and you know how to meet their needs. If you can, that is excellent. We'd love to see that and make sure that's supported in your proposal. If that is not your strength, and it's not what you intend on doing, then be very direct and careful about how you're going propose how you're going to meet the needs of these victims.

KELLEY WALSH: And I'll just add that. If you're a domestic violence service provider, you are able to partner with a local rape crisis or sexual assault services provider to provide those services to victims who are coming into your program and would like to access transitional housing services. So, you can address that need that way.

Okay. So, something I wanted to clarify because it's come up a couple of times. There is a civil rights provision within our solicitation that states that our services are available to all survivors of all identities, sexual orientations, and backgrounds. To answer the question that was in the chat, “Can we also serve transgender women?” Yes. Our program is open and available to any survivor of any identity.

Okay. I think we're caught up regarding transitional housing... “Does the client have to move out of this housing to permanent housing? Can the transitional become permanent?” Yes. That is an outcome that can happen with the scattered site model.

We have a couple of other questions in the chat. "Can funds be used to reunify mothers who have lost their children after fleeing their abusers?" I'll defer to the team on this.

MYRTA CHARLES: I have to say that we'll have to defer and look at that in time. That has not been something that we've done that I can think of. I think that might be under Legal. If that's something under representation that might occur, but through housing, we haven't seen that before.

KELLEY WALSH: Yes. But those are all things that can be discussed with your grant manager if an award is made.

MYRTA CHARLES: Yes.

KELLEY WALSH: "Are Ubers and Lyfts an allowable expense for client transportation? And are those gift cards allowable for client transportation needs?"

MYRTA CHARLES: Yes. We don't favor gift cards, but yes, you can pay for transportation through Uber, Lyft, taxi, or bus.

KELLEY WALSH: Excellent. "Regarding qualifying victim service providers, we have been providing DV survivor support and housing services for approximately five years, but that program is one of many programs and services at our agency. Does that qualify as our primary purpose?"

MYRTA CHARLES: would say look under Victim Service Providers. It's not that you come across victim service, you come across survivors or assist survivors, but that is one of your primary objectives or the mission of your program. So, I would look at victim service provider language. I don't remember under what page that is on. I know Charlayna spoke to it. Yes, I would look to that and see how strongly you work with survivors, understanding the dynamics of DV, sexual assault, or stalking. And then, if your programming speaks to that, I'm not going to say no, but it's rare that you have a very open mission, and that sexual assault victims are your primary client or focus, I should say. But I can't say how strongly you work with them or how much they are a concern of your programming.

KELLEY WALSH: Thank you. So, we had a question about the number one and number two funding levels found on page 10 of the solicitation. And those are in reference to providing housing and supportive services for the total amount of \$500,000, and then offering supportive services only for \$400,000. So, the distinction there, to clarify, is that the additional funds provided under section one of that, which is the housing and supportive services, so that additional funds are to provide housing for the program participants. If you were applying for supportive services only, then you would not be awarded any additional funds to provide housing and so you would have to find alternative means to supply the housing to the participants. If you apply under number one, which is housing and supportive services, then you can apply for those additional

funds to pay for the housing portion, which could be scattered site, or any clustered or communal as listed in the presentation. Let me know if that answers your question.

“What does reporting look like for the grant period? In other words, what will programs be expected to track and report back to OVW?” Typically, reporting is around the services that are being provided, the funds that are being expended, and more information around reporting requirements will be reviewed with all grantees once awards are made should you be selected.

MYRTA CHARLES: And reporting is required every six months. It is required every six months of the three-year period.

KELLEY WALSH: Okay. And so, we just had a clarifying question around Ubers and Uber gift cards. “Would you mind going back over if programs can use gift cards for Uber or if it's best to have them not use gift cards? If you can discuss that a little bit further.”

MYRTA CHARLES: You are going to have to track your expenses. Gift cards make it hard to track expenses and to whom and for what. That's why.

KELLEY WALSH: So, the same would apply to any gift card?

MYRTA CHARLES: Yes.

KELLEY WALSH: So, it doesn't mean that they're not unallowable if I'm correct?

MYRTA CHARLES: Just frowned upon.

KELLEY WALSH: I'm sorry?

MYRTA CHARLES: No, just frowned upon. It's just not a great asset to have because you have to report back on your finances and keep records and that's hard to do if you give somebody a gift card and expect them to, you know, track what they've used it for. But that's, again, up to the agency to determine what they do with that or how they put that together. I'll just say it's not something we recommend. It's not that you can't do it, it's just not something we recommend that you do.

KELLEY WALSH: Yes. I think direct to vendor is the easiest to track.

MYRTA CHARLES: Correct.

KELLEY WALSH: Okay. All right. “As a multi-service community-based non-profit, we provide domestic violence services, DV housing services, and other social services, legal services, et cetera. Would we be able to partner with ourselves, or must we still partner with an external partner?” The idea would be to partner with an external agency

that provides a service that the agency does not already provide to bridge a gap between services that the grantee cannot provide that an outside partner could.

Okay. So, a follow-up question around paying for funding levels. This agency owns the facility, so that means they are not using funds to pay for units and housing. I'm going to defer to the team to talk about what funds can be paid for or used to pay for when there's program-owned housing.

MYRTA CHARLES: You can pay for some maintenance of the property if you can't charge rent for that individual apartment, if that's what you have, or housing. So, other areas around that for, like, utilities, those things you can pay for.

KELLEY WALSH: And just to be clear, you couldn't pay for mortgages or other things like that.

MYRTA CHARLES: You cannot.

KELLEY WALSH: "The partnership requirement described should also be demonstrated in the applicant's memorandum of understanding and the letter of experience. Do we need both?"

MYRTA CHARLES: Yes.

KELLEY WALSH: So... "the partnership requirements should also be demonstrated in the application..." You do need both a memorandum of understanding and a letter of experience. Who submits the letter of experience would be dependent on who is providing the direct service.

MYRTA CHARLES: Uh-hmm.

KELLEY WALSH: That is correct. "There are no income guidelines associated with eligibility for this housing?"

MYRTA CHARLES: Correct.

KELLEY WALSH: Okay. So, "Can you answer questions regarding submission dates?" The LOE is not due by March 19th. The letter of intent is due by March 19th, which is an optional letter that you can submit by email to the email listed on the screen.

KELLY MORENO: Yes. I tried to correct that. Sorry, I did correct that at the bottom letter of intent.

KELLEY WALSH: Yup. So, yes, the letter of experience is due with your complete application package, which is due April 11th. You are always encouraged to submit earlier if there's any sort of technical difficulty on the Grants.gov or JustGrants side, and you would have time to resubmit to avoid any late applications or any delays in

submitting your application. So, the deadlines are still April 9th for Grants.gov and April 11th for JustGrants. I hope that clarifies your question.

MYRTA CHARLES: Uh-hmm.

KELLEY WALSH: Okay. All righty. So, we are coming to the close of our pre-application session today. I appreciate everybody attending our session and asking these questions. And we are so excited to see that you all are interested in applying for our award. If you have any additional questions feel free to email the email listed on the PowerPoint slide on your screen. And we will follow up with any information that we can.