

# Healing and Response Teams Special Initiative FY 2024

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Pre-Application Webinar

May 17, 2024



U.S. Department of Justice  
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Office on Violence Against Women  
Working Together to End the Violence

# Overview of Healing and Response Teams (HRT) Special Initiative

Created in response to recommendations by the Not Invisible Act Commission in the *Not One More* Report: [Not One More: the Not Invisible Act Commission Final Report \(justice.gov\)](https://www.justice.gov/not-one-more)

First OVW Program focused on the intersection of Missing or Murdered Indigenous Persons cases and the crimes of domestic violence, dating violence, sexual assault, stalking, and sex trafficking.

Victim-centered sources of support



# Overview of Healing and Response Teams (HRT) Special Initiative (cont.)

- National scope – assessment and application
- Collaboration is required
  - Collaboration with OVW at all stages of the project
  - Collaboration with three pilot sites to implement HRT models
    - Pilot sites should **not** be included in the application



# Award Period and Amount

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OVW will make one award.

Award Period:  
36 months

Award Amount:  
\$2,000,000



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# FY 2024 HRT Special Initiative Solicitation

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- Application submissions due by 8:59pm ET on June 27, 2024
- Application submitted through two-step process:
  - Submission of SF-424 and SF-LLL in Grants.gov by 11:59pm ET on June 25, 2024
  - Submission of full application (including attachments) in JustGrants by 8:59pm ET on June 27, 2024
- Application Resources: [Training: Application Submission | JustGrants Resources \(usdoj.gov\)](#)



# Purpose Areas (p. 5)

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1. Conduct a nationwide assessment and analysis of response models in MMIP cases involving domestic violence, sexual assault, dating violence, stalking, and sex trafficking using Tribal-based models of care.
2. Within the first nine months of the project, identify and submit for OVW-approval, three organizations (subrecipients) to serve as pilot sites: (1) a Tribal government; (2) a Tribal coalition; and (3) an urban Indian or other Tribal non-profit.



# Purpose Areas (p. 6)

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3. Complete a report with guidelines, principles, and recommendations for HRTs.
4. Develop an HRT Toolkit to be used by a range of audiences including Tribally-led community-based organizations, Indian Tribes, and urban Indian organizations. The toolkit should include tailored content for different audiences.



# Purpose Areas (p. 6) (cont.)

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5. Provide TTA for the subrecipients, including: one-to-one and cohort web-based and/or on-site training and technical assistance, peer-to-peer opportunities, process planning and assessment, policy and procedure development and implementation, and other engagement methods to support the HRT activities of the pilot sites.
6. Plan and deliver one (1) national level in person project implementation workshop for Tribal governments, Tribal coalitions, Tribal non-profits, and urban Indian programs interested in developing a Healing and Response Team approach to MMIP for their community.





# Out-of-Scope Activities (p. 6)

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1. Research projects.
2. Applications focused on one subset.
3. Direct victim services (primary recipient only)
4. MMIP activities unrelated to domestic violence, dating violence, sexual assault, stalking, or sex trafficking.



# Special Initiative Requirements (p. 7-8)

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- Participation in a three-month planning period with OVW to develop an implementation plan.
- Identify and enter into Memorandums of Understanding (MOUs) with, make subawards to, and work collaboratively with three OVW-approved subrecipients.
- Support a full-time Project Coordinator



# Eligibility (p. 8)

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National, Tribal, statewide, or other nonprofit organizations. **Eligible applicants must have the capacity to provide tribal specific TTA on a national level.**



# Other Eligibility Requirements

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The applicant, in combination with its proposed project partners, must meet all three of the criteria listed below:

1. Expertise and experience providing Tribal specific TTA on a national level.
2. Subject matter expertise pertaining to: MMIP, victim services related to gender-based violence, and Tribally-based models of care.
3. Expertise conducting data collection and analysis.



# Application and Submission Information

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# Formatting and Technical Requirements

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- Double-spaced
- 8½ x 11 inch pages
- One-inch margins
- Arial font, no smaller than 11 point font
  - Footnotes may be 9 point font
- Include page numbers
- No more than 25 pages for the Proposal Narrative
- Acceptable formats:
  - Microsoft Word (.doc), PDF (.pdf), or Text (.txt)
- Headings and sub-headings that correspond to the sections identified in this solicitation.



# Application Contents (p. 10)

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OVW will not contact applicants for missing items on the list below. Applications that do not include all the following documents will not be considered for funding:

1. Proposal Narrative
2. Budget Detail Worksheet and Narrative



# Proposal Narrative (p. 11)

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- No more than 25 pages
- Double-spaced
- Tables may be single-spaced
- Uploaded as an attachment in JustGrants

Three required sections:

1. Purpose of the Proposal (15 points)
2. What Will Be Done (45 points)
3. Who Will Implement the Proposal (30 points)



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# Purpose of the Proposal (15 pts) (p.11)

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This section requires applicants to demonstrate an understanding of emerging issues, challenges, and gaps related to the response to MMIP cases as they intersect with domestic violence, dating violence, sexual assault, stalking, and sex trafficking, and describe the expected impact of the project.



# What Will Be Done (45 pts) (p. 12)

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This section requires applicants to describe their proposed goals, objectives, and activities in detail. Applicants must also describe technical assistance delivery methods, proposed deliverables, and how the applicant will identify and collaborate with the required subrecipients.

Please review page 12 of the solicitation for the complete list of required information.



# Who Will Implement (30 pts) (p. 12)

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- Applicant's mission
- Applicant's experience with providing Tribal specific TTA on a national level

- Capacity to monitor subrecipients
- Key personnel for lead applicant
- Key personnel for project partners
- Eligibility criteria
- Recent TTA experience
- Capacity to implement the project



# Budget Worksheet & Narrative (10 pts) (p.13)

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- A detailed budget and budget narrative for all applicable cost categories must be uploaded as an attachment in JustGrants.
- The budget **must** reflect 36 months of project activity.



# Budget Worksheet & Narrative (cont.)

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## The budget must:

- Present a clear link to the proposal narrative
- Fairly and reasonably compensate project partners for their full level of effort
- Include sufficient funds for accessibility
- Include funds to attend OVW-sponsored TTA in the amount of \$15,000 (\$20,000 for AK, HI, and US Territories)
- Set aside up to \$675,000 for subawards to three subrecipients



# Grants Financial Management Division

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# GFMD

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## Summary Data Sheet

- Single Audit (Threshold and Fiscal Year)

## Non-profits

- IRS three-step safe-harbor procedure (Executive Compensation)
- Sample Disclosure Letter
  - Address all four parts



# GFMD (cont.)

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## Pre-Award Risk Assessment (Questionnaire)

- Eleven questions
  - Multiple parts to each question

### Most Common Issues:

- Brief list of policies and procedures not provided
- Budgeted vs Actual process not provided
- Record Retention Policy not provided
- Knowledge of rules and regulations





# GFMD Resources

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Training for OVW Applicants:

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

Budget Information and Sample Budget Detail Worksheet:

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

Creating a Budget:

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



# GFMD Resources (cont.)

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Uniform Guidance - 2 CFR Part 200

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

DOJ Financial Guide:

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

Program Specific Solicitation:

<https://www.justice.gov/ovw/open-solicitations>



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# GFMD Contact Information

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**OVW GFMD Helpdesk:**

**1-888-514-8556**

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



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# How to Apply

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# Important Dates and How to Apply

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- It is strongly suggested that applicants ensure they are registered and have active accounts in SAM.gov, Grants.gov, and JustGrants by **June 4th**.
- The deadline to submit your SF-424 and SF-LLL in Grants.gov is **11:59PM ET on June 25, 2024**.
- The deadline to submit your complete application in JustGrants is **8:59PM ET on June 27, 2024**.



# JustGrants

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## **Completed in JustGrants:**

- Proposal Abstract
- Summary Data Sheet
- Applicant Questionnaire

## **Uploaded as attachments:**

- Proposal Narrative
- Budget Detail Worksheet and Narrative



# Additional Required Documents

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Not scored but required with application:

- Letter of Nonsupplanting
- Confidentiality Notice Form
- DOJ Certified Standard Assurances
- Summary of Other Federal Funding
- DOJ Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements



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# Technical Difficulties

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- Contact SAM.gov, Grants.gov, or JustGrants as soon as you become aware of a problem
- Maintain documentation of the issue and any communication related to it





# Common Application Challenges

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- Not reading the solicitation to understand eligibility or program requirements.
- Not allowing enough time to complete registration or activate accounts in Grants.gov, SAM.gov, and JustGrants.
- Ignoring formatting requirements
- Failing to submit a 36-month budget



# Resources

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- OVW Resources for Applicants:  
[www.justice.gov/ovw/resources-applicants](https://www.justice.gov/ovw/resources-applicants)
- Available on this site: Solicitation companion guide, sample budgets, sample MOUs, tips and examples, DOJ Financial Guide, program specific information, and much more!



# Contact Information

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- Programmatic Support: [OVW.TribalSpecialInitiative@usdoj.gov](mailto:OVW.TribalSpecialInitiative@usdoj.gov)
- Financial Questions: [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov) or call 202-307-6026
- Grants.gov Support: [support@grants.gov](mailto:support@grants.gov) or call 800-518-4726
- OVW JustGrants Support: [OVW.JustGrantsSupport@usdoj.gov](mailto:OVW.JustGrantsSupport@usdoj.gov)
- or call 866-655-4482



# Questions?

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# The Office on Violence Against Women



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The Office on Violence Against Women (OVW) provides federal leadership in developing the national capacity to reduce violence against women and administer justice for and strengthen services to victims of domestic violence, dating violence, sexual assault, and stalking.



Learn more about our grants at:  
[Justice.gov/OVW/Grant-Programs](https://Justice.gov/OVW/Grant-Programs)



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