



OVW

FY 2024 Strengthening Culturally Specific
Campus' Approaches to Address
Domestic Violence, Dating Violence,
Sexual Assault, and Stalking Initiative

Pre-Application Information Session

May 10, 2024

Meet our Team



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Associate Director



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Administrative Specialist



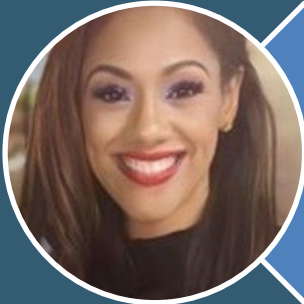
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Agenda

- Part 1: Eligibility Requirements
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- Part 2: Key Submission Information
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- Part 3: Program Information
.....
- Part 4: Federal Award Information
.....
- Part 5: Application Components and Tips
for Submission
.....





Strengthening
Culturally Specific
Campus'
Approaches to
Address Domestic
Violence, Dating
Violence, Sexual
Assault Initiative

CSC Initiative is a capacity building grant to establish infrastructure for the institution to develop a comprehensive DDVSAS program.

Beginning in FY 2022, the appropriation for the Campus Program included an allocation to support Historically Black Colleges and Universities (HBCUs), Hispanic Serving Institutions (HSIs), and Tribal Colleges and Universities (TCUs) in recognition of the unique issues and challenges they face in preventing and responding to domestic violence, dating violence, sexual assault, and stalking.

“One of OVW’s top priorities is to improve our outreach and services to underserved communities. We recognize that HBCUs, HSIs, and TCUs face unique issues and challenges in preventing and responding to campus violence, and we’re honored to work with grantees in 2023 and in the years to come to Support survivors.”

Allison Randall
OVW Acting Director

Before We Begin...

Applicants are responsible for reading the solicitation and the companion guide

OVW cannot comment on the quality and details of a proposed project

It is helpful to have the CSC Initiative solicitation in front of you for reference



Program Information



Program Description

The project activities will focus on building the capacity of institutions that have not received a Campus Program grant award in the past to establish culturally relevant strategies in addressing domestic violence, dating violence, sexual assault, and stalking, including the development of effective response protocols and prevention programming.



Purpose Areas



The CSC Initiative has 13 purpose areas.

All applicants must select at least one purpose area.

They are listed on page 6 of the solicitation.

Purpose areas 4, 6, and 7 have additional requirements:

Purpose area 4 for legal services: Must submit the Delivery of Legal Assistance certification.

Purpose Area 6 Data Collection and Communication Systems: May need to get additional approval before purchasing, if funded.

Purpose Area 7 Capital Improvement: This will need to go through National Environmental Protection Act approval if funded.



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.

Refer to the Solicitation Companion Guide for the list of activities.

Activities That
Compromise
Victim Safety
and Recovery

Examples of Activities that Compromise Victim Safety

Failing to develop policies regarding confidentiality of information, informed consent, and mandatory reporting

Project designs and budgets that fail to account for the accessibility needs of individuals with disabilities, individuals that are limited in English proficiency, or who are Deaf or hard of hearing.



Federal Award Information



Award Period and Amounts

The grant award period is for 48 months.

Begins October 1, 2024, and ends September 30, 2028.

Awards will be made for up to \$500,000 for the entire 48 months

OVW has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to making an award.

Type of Application

New: Applicants that have never received funding under the Grants to Reduce Domestic Violence, Dating Violence, Sexual Assault, and Stalking on Campus Program (Campus Program)

Note 1: Partners on a Campus Program award from FY 2020 or later are NOT eligible to apply as the lead applicant or as a partner/subrecipient on an FY 2024 proposal. A partner/subrecipient on an FY2020 or later award is NOT eligible to apply as the lead applicant or as a partner/subrecipient on an FY2024.

Note 2: Applicants may apply for the regular FY 24 Campus Program and the CSC Initiative but will not receive an award for both.



Eligibility Requirements



Eligible Entities

Institutions of higher education that are:

- Hispanic Serving Institutions (HSIs)
 - Historically Black Colleges and Universities (HBCUs)
 - Tribal Colleges and Universities (TCUs)
-

Eligibility Requirements: Certification Letters



Certification of Eligibility

All applicants under the CSC Initiative must include the certification of eligibility letter at the time of application submission. Applicants that fail to submit the Certification of Eligibility or do not include the appropriate signatory will not be considered for funding.

Certification of Statutory Minimum Requirements*

*If an application is missing the Certification of Statutory Minimum Requirements letter at the time of submission, a successful applicant will be required to submit this certification letter prior to receiving an award. The signed certification letter must be uploaded as a separate attachment in JustGrants.

Delivery of Legal Assistance Certification**

**Only applicable if providing legal services

Refer to pages 15 in the solicitation



Required Partnerships

The institution of higher education's president or designee

Student affairs administrators

Clery Act compliance officers and campus security authorities

Campus-based victim service providers, if applicable

Campus law enforcement or public safety personnel

Campus housing authorities, if applicable

Campus resolution process personnel including Title IX Coordinator, board members, investigators, and adjudicators, and/or hearing officers.



Key Submission Information

Deadlines and Registration



OVW

Register with SAM, Grants.gov, and Just Grants by **May 16, 2024**

Applications are due by:

- Grants.gov – **Friday, May 31, 2024, 11:59 PM ET**
- Just Grants – **Wednesday, June 5, 2024, 9:00 PM ET**

Refer to page 1 of the solicitation for more details.



Prior to
Application
Submission

Unique Entity Identifier

Unique Entity Identifier (UEI) and System for Award Management (SAM)

Entities applying for the first time for federal funding must complete a multi-step registration process. Applicants must register with the systems listed below to successfully apply.

1. SAM. Registration with SAM includes receiving a UEI.
Average registration completion time – 2-3 weeks
2. Grants.gov
Average registration completion time – 1 week
3. JustGrants - Registration with SAM and Grants.gov must be completed before an applicant can register with JustGrants.
Average registration completion time – 3 days



Submission and Notification Information

Two Step Submission Process

Step 1. Grants.gov: Submit SF-424 and the SF-LLL by **May 31, 2024**

NOTE: If you don't submit these two forms by the above deadline, then you won't be able to submit a complete application.

Step 2. JustGrants: Submit all remaining application documents by **June 5, 2024**

Remember to review the checklist on page 39 to ensure you have submitted all required documents before finalizing your submission.

Applicants should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications.



Having Technical Issues with Submission?

OVW JustGrants Support Desk:
OVW.JustGrantsSupport@usdoj.gov
1-866-655-4482

Overview of Mandatory Program Requirements



- Refer to the full list on pages 10 through 13 of the solicitation.
- Includes Statutory and additional initiative Requirements.
- Includes OVW-sponsored Trainings and Technical Assistance.
- Includes specific staffing requirements.

Mandatory (Statutory) Program Requirements

Coordinated Community Response

Mandatory Prevention and Education

Ongoing Law Enforcement Training

Ongoing Student Conduct Training

Grantees will be required to engage in an intensive, structured process to build the infrastructure to create a comprehensive program to address domestic violence, dating violence, sexual assault, and stalking on campus, that is grounded in culturally specific strategies.



Additional Mandatory Initiative Requirements

- Provision of comprehensive, confidential victim services advocacy
- Collection and reporting of performance indicators
- Development of an action plan with concrete activities
- Completion of the DOJ Grants Financial Management Online Training.
- Support a Project Director who is at least 75% of a full-time position.

Summary Data Sheet

Quick synopsis of key aspects of the proposal.

Answer each criteria included.

Data is used in the initial review of the application.

More information is on page 18 and 52 of the solicitation.



Proposal Narrative

Purpose of the
Proposal

Who Will Implement the
Proposal



Proposal Narrative

Formatting and Technical Requirements

Applications must follow the requirements below for all documents attached to the application, unless otherwise noted.

1. Double-spaced (charts may be single-spaced).
2. 8½ x 11-inch pages.
3. One-inch margins.
4. Type no smaller than 12 point, Times New Roman (TNR) or Arial font, except for footnotes, which may be in 10-point font.
5. Page numbers.
6. No more than 15 pages for the Proposal Narrative.
7. 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.

Budget Detail Worksheet and Budget Narrative



Make sure to include:

- Support for at least .75 full-time equivalent for the Project Director
- The required funding allocation for technical assistance trainings
- No more than 20% for Indirect Costs: Modified Total Direct Cost
- Set aside \$40,000 to compensate at least one victim service provider within the community or tribe where the institution is located.
- If the institution anticipates a need to develop a campus-based victim services program, then it should allocate 20% or more of grant funds to support the provision of direct victim services.
- Support sufficient funds to provide language access for persons with limited English proficiency and to provide access for people with disabilities or who are Deaf/hard of hearing.



Unallowable Costs

The list can be found on page 22 of the solicitation.

1. Lobbying.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
5. Construction.
6. Tuition reimbursement in lieu of salary for project staff.

Grants Financial Management Division (GFMD)



Grants Financial Management Division (continued)

Summary Data Sheet (questionnaire)

- Single Audit (threshold and fiscal year)
- IRS three-step safe-harbor procedure—Executive Compensation —
- Sample Disclosure Letter
 - Address all four parts

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



Grants Financial Management Division (GFMD) Resources

- Training for OVW Applicants:
 - <https://www.justice.gov/ovw/resources-applicants>
- Budget Information and Sample Budget Detail Worksheet:
 - <https://www.justice.gov/ovw/page/file/1107316/download>
- Creating a Budget:
 - <https://www.justice.gov/ovw/video/creating-budget>
- 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>



Contact Information

OVW GFMD Helpdesk:

1-888-514-8556

OVW.GFMD@usdoj.gov



Memorandum of Understanding

Applicants must submit an Internal MOU

- Internal MOU represents the relationship between all campus partners.
- Must represent a commitment to the full length of the project (48 months)
- Cannot be an existing IMOU. Must be developed at the time of the proposal.
- Signatures should be continuous and can be on multiple pages.
- OVW will accept electronic signatures.



Tips for Submission

Grant Package (13780609) PENDING-DRAFT ⌚ Due: February 23, 2023 9:00:00 PM EST Actions

Pre-Award Risk Assessment +

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Summary Data Sheet +

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Proposal Narrative +

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Solicitation Instructions

- > Standard Applicant Information
- ✓ Proposal Abstract
- Proposal Narrative**
- > Budget and Associated Documentation
- MOUs and Other Supportive Documents
- Additional Application Components
- > Disclosure And Assurances
- Other
- Certify and Submit

Participants (3)

- Julie Christianson
Entity Administrator ✉️ 📞
- Laura Nash Frisch
Authorized Representative ✉️ 📞
- Julie Christianson ✉️ 📞

Back INITIATE COMPLETE AND SUBMIT REVIEW BUDGET REVIEW AWARDPACKAGEREADY Save Continue



Tips for Submission

Read the solicitation.

Submit All required documents.

Use the Application Checklist on page 32 of the solicitation.

Allow plenty of time to gather the required information for the application.

To avoid any possibility of missing the submission deadline, submit your application as far in advance of the deadline as possible.

Avoid using acronyms.

Make sure the application is easy to read and follow for all the reviewers.

Print out the application before submitting it to ensure appropriate formatting and adherence to page limit requirements.

Ensure contact information is correct and if your name and contact information is listed as the Application Submitter, please monitor your inbox for correspondence from Grants.gov and JustGrants.

Contact Us

Questions about the
CSC Initiative Solicitation

OVW.CulturallySpecificCampus@usdoj.gov

Questions related to the budget
or financial aspects of the CSC
Solicitation

OVW.GFMD@usdoj.gov





Questions