

Expanding Sexual Assault Victim Services on Campus Pilot

FY 2024 Pre-application Information Session



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

FY 2024 Expanding Sexual Assault Victim Services on Campus Pilot Solicitation

- Posted on April 24, 2024
- Application submissions are due by 8:59 pm ET on June 6, 2024
- Application submitted through a two-step process
 1. Submission of SF-424 and SF-LLL in Grants.gov by June 4, 2024 at 11:59 ET
 2. Submission of the full application including attachments to the Justice Grants System (JustGrants) by June 6, 2024 at 8:59 pm ET

Recommended: An optional letter of intent may be submitted to OVW by May 17, 2024 at 11:59 pm ET



About the Campus Victim Services Pilot

- Authorized by Consolidated Appropriations Act, 2023, Pub. L. No. 117-328.
- Purpose: To support institutions of higher education to improve victim services on campus by expanding access to holistic sexual assault services on college campuses and creating a promising practice guide for higher education institutions that wish to expand their sexual assault services and advocacy.



Campus Victim Services Pilot Purpose Areas

Found on page 6 of the solicitation



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Purpose Areas

1. Expand access to sexual assault services on college campuses by developing a holistic sexual assault services model that could be replicated on other campuses; and
2. Develop a promising practice guide based on the campus victim services model developed for other institutions to replicate or adapt.



OVW Priority Areas

Found on page 6-7 of the solicitation



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OVW Priority Areas

Advance equity and tribal sovereignty as essential components of ending sexual assault, domestic violence, dating violence, and stalking by improving outreach, services, civil and criminal justice responses, prevention, and support for survivors from historically marginalized and underserved communities, particularly those facing disproportionate rates or impacts of violence and multiple barriers to services, justice, and safety.



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. Please refer to page 7 of the Solicitation and the OVW Solicitation Companion Guide for additional details.



Out-of-Scope Activities

- Page 7-8 of the solicitation list and describes specific activities that are outside the scope of the Sexual Assault Victim Services Pilot and will not be supported by the program's funding.
- Applications that propose activities deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration.



Out-of-Scope Activities

1. Research projects.
2. Activities that focus on sexual harassment issues that do not involve sexual assault.
3. Products and/or materials that are not specifically focused on the dynamics of sexual assault.
4. Purchase of anonymous web-based reporting systems (excludes law enforcement incident/report databases) or apps for students.
5. “Do-It-Yourself” sexual assault evidence collection kits.



Out-of-Scope Activities

6. For projects providing legal assistance, criminal defense of victims charged with crimes is considered out of scope.
7. For projects providing legal assistance, representation in tort cases.
8. Activities focused on prevention efforts and education (e.g., bystander intervention, social norms campaigns, presentations on healthy relationships, etc.).
9. Domestic violence, dating violence, or stalking victim services are out of scope unless sexual violence is also a co-occurring crime.



Out-of-Scope Activities

10. Training or technical assistance except for the purposes of sharing the promising practices guide, as directed by OVW.
11. Support for Title IX Investigator or Coordinator positions and trainings, conferences, activities, or materials focused primarily on Title IX.
12. Providing training to allied professions and the community (e.g., law enforcement, child protection services, prosecution, other community-based organizations, etc.).



Campus Victim Services Pilot Award Information



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Award Period, Amount, and Type of Application

Award Period: 36 months

Award Amounts: up to \$750,000

Estimated Number of Awards: 2

Estimated Total Award Amount: \$1,500,000

Type of Applications: New



Program Requirements

- Participate in OVW Sponsored Training and Technical Assistance.
- Collection of and reporting on performance indicators.
- Participation in an assessment or evaluation, if OVW conducts one that requires grantee involvement.
- Designation of a point of contact to collaborate on the promising practices guide.
- Participation in an OVW new grantee orientation.
- Collaboration with the OVW designated TTA Provider to conduct presentations that promote the promising practices guide and the holistic sexual assault services model(s).



Eligible Applicants

Institutions of higher education located in the Gulf Coast Regions: Texas, Louisiana, Mississippi, Alabama, and Florida, with:

- an established campus-based sexual assault nurse examiner program;
- an established campus-based multidisciplinary sexual assault response team;
- affiliation agreements with acute care hospital-based sexual assault programs;
- and community-based sexual assault victim service providers, and existing infrastructure to provide evidence and simulation-based training and education to multidisciplinary team members.



Eligible Applicants (cont.)

Other Eligible participants for the Campus Victim Services Pilot are limited to:

- Institutions of higher education with a demonstrated history of providing victim services and advocacy for survivors of sexual assault and strengthening a coordinated community response to prevent and address sexual assault.



Required Partnerships

1. Institutions from the Gulf Coast Region must have the following partners in the MOU: (1) acute care hospital-based sexual assault program; and (2) community based sexual assault victim service provider.
2. Other higher education applicants must have a community based sexual assault victim service provider in their MOU.



Application and Submission Information



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Letter of Intent

Due: May 17, 2024 by 11:59 ET

Submit to OVW at OVW.Campus@usdoj.gov

Sample on OVW website

This letter is optional and does not obligate the applicant to apply.



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Formatting and Technical Requirements

- Double-spaced (charts may be single-spaced)
- 8½ x 11-inch pages
- One-inch margins
- Arial font, type no smaller than 11 point, except for footnotes, which may be 9 point
- Page numbers
- No more than 20 pages for the Proposal Narrative
- Only Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
- Headings and sub-headings that correspond to the sections identified in this section of the solicitation



Required Application Contents

- Proposal Abstract
- Proposal Narrative
 - Purpose of the Proposal
 - What Will Be Done
 - Who Will Implement
- Budget Detail Worksheet and Narrative
- Signed Memorandum of Understanding (MOU)
- Delivery of Legal Assistance Certification Letter*
 - if providing legal services



Proposal Abstract

The Proposal Abstract must be entered into a text box in JustGrants. Though not scored, it will be used throughout the review process.

The Proposal Abstract must provide a short summary of the proposed project, including the names of the applicant and partners, the project title, the purpose of the project, the primary activities for which funds are requested, who will benefit, products and deliverables, and how the applicant will measure progress in completing project goals and objectives.



Data Requested with Application

The following are critical components and must be completed as surveys in JustGrants:

- Pre-Award Risk Assessment
 - 11 questions found on page 42 of the solicitation
- Applicant Entity Questionnaire
 - 7 questions found on page 45 of the solicitation
- Campus Victim Pilot Summary Data Sheet
 - 6 questions found on page 48 of the solicitation



Proposal Narrative

- Answer all questions within the Proposal Narrative section and limit your proposal narrative to no more than 20 pages.
- Be sure to include all three sections: Purpose of the Proposal, What Will be Done, and Who Will Implement.
- Please ensure that each section contains a header and responds to the questions asked in that section of the solicitation.



Proposal Narrative (cont.)

- The “What Will Be Done Section” should correspond to the roles listed in the “Who Will Implement Section”.
- Use headings and sub-headings that correspond to the sections identified in the solicitation, including labeling the “Purpose of the Proposal,” “What Will Be Done,” and “Who Will Implement” sections.



Budget Worksheet and Budget Narrative

- Attach the budget worksheet and narrative in JustGrants.
- The budget should span the entire 36-month period and not be divided by year.
- Include sufficient funds to provide meaningful access, or describe other resources available to the applicant to ensure meaningful access for:
 - people with disabilities,
 - those who are deaf/hard of hearing, and
 - persons with Limited English Proficiency



Budget Worksheet and Budget Narrative (cont.)

- Include budget funds to attend OVW-sponsored Training and Technical Assistance (TTA) in the amount of:
 - \$10,000 for applicants located in the 48 contiguous states
 - \$15,000 for applicants located in the U.S. territories, Hawaii, and Alaska



Memorandum of Understanding



Memorandum of Understanding (MOU)

Applicants are required to submit an MOU, a document containing the terms of the partnership and the allocation of roles and responsibilities between two or more parties.

The MOU must:

- Be a single document, and
- Be signed and dated by the Authorized Representative of each proposed partner organization, and President, Chancellor, or Provost of the institution, during the development of the application
 - MOUs missing signatures may receive a point deduction or be removed from consideration, particularly if the MOU is missing the signature of a required partner.



Grants Financial Management Division



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Grants Financial Management Division (GFMD)

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



GFMD

Pre-Award Risk Assessment (questionnaire)

- 11 questions; Multiple parts to each question
- Most Common issues:
 - Brief list of policies and procedures not provided
 - Budgeted vs Actual process not provided
 - Recorded retention policy not provided
 - Knowledge of rules and regulations



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>



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Resources (cont.)

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>



OVW GFMD Helpdesk:
1-888-514-8556

OVW.GFMD@usdoj.gov



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Application Deadline

- Applications are due by 8:59 p.m. E.T. on June 6, 2024.
- Carefully review the “How to Apply” and “Submission Dates and Time” sections (pages 22-23 of the solicitation) for applicant actions with required deadlines and OVW's policy on late submissions.
- Submitting the application components **at least 48 hours** before each deadline (Grants.gov or JustGrants, as applicable) will enable applicants to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.



Have Questions

- Programmatic Questions:
 - Email OVW.Campus@usdoj.gov or call 202-856-2188
 - Please add the title of the solicitation in the subject line
- Financial Questions:
 - Email OVW.GFMD@usdoj.gov or call 1-888-514-8556
- Technical Questions
 - **Grants.gov** Applicant Support: email support@grants.gov or call 800-518-4726
 - **OVW JustGrants Applicant Support:** email OVW.JustGrantsSupport@usdoj.gov or call 866-655-4482



Questions?



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