

Grants to Tribal Governments Victim Service Providers for Financial Assistance to Victims of Sexual Assault and Domestic Violence Special Initiative FY 2024

Pre-Application Webinar

July 23, 2024



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

Overview of Tribal Financial Assistance (TFA) Special Initiative

- OVW consulted with Tribes on piloting a program to provide flexible financial assistance
- OVW conducted a series of listening sessions with Tribal victim service providers and Tribal coalitions in 2023
- OVW investigated ways to offer a financial assistance program that complies with 2 CFR 200 – Uniform Guidance
- OVW developed a shortened solicitation for this special initiative



Flexible Financial Assistance

Flexible financial assistance is financial support to victims of domestic violence, dating violence, sexual assault, stalking, and sex trafficking to meet self-identified needs quickly to address victim safety, stability, and independence.



Direct Financial Assistance

Direct financial assistance is assistance paid directly to a victim. This may be in the form of cash or prepaid card.



Award Period and Amount

OVW will make up to 15 awards.

Award Period:
24 months

Award Amount:
Up to \$100,000



FY 2024 Tribal Financial Assistance Special Initiative

- Application submissions due by 8:59pm ET on August 22, 2024
- Application submitted through two-step process:
 - Submission of SF-424 and SF-LLL in Grants.gov by 11:59pm ET on August 20, 2024
 - Submission of full application (including attachments) in JustGrants by 8:59pm ET on August 22, 2024
- Application Resources: [Training: Application Submission | JustGrants Resources \(usdoj.gov\)](#)



Purpose Areas (p. 5)

Funds under this program must be used to provide victims of domestic violence, dating violence, sexual assault, stalking, and sex trafficking with flexible financial assistance related to one or more of the following needs:



Purpose Areas (p. 5) (cont.)

- Housing-related expenses
- Food and personal care items
- Technology
- Child and other household members' (except the perpetrator) needs
- Transportation
- Physical and mental health expenses
- Education
- Legal assistance
- Debt assistance to facilitate safety and stability
- Other expenses related to a survivor's safety, independence, and financial stability



Out-of-Scope Activities (p. 6)

1. Research projects.
2. Activities focused on outreach and public education.
3. Direct victim services. Grant funds may only be used to support services to victims that are directly related to providing flexible financial assistance.



Special Initiative Requirements (p. 7)

- Participation 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.
- Development of a Financial Assistance Policy and Procedure for the distribution of direct financial assistance to victims.



Eligibility (p. 8)

Eligibility for this special initiative is limited to applicants with an active Tribal Governments Program award.

[Office on Violence Against Women \(OVW\) | Tribal Governments Program | United States Department of Justice](#)



Application and Submission Information



Formatting and Technical Requirements

- 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 10 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. 9)

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)

- No more than 10 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 (25 points)



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

This section requires applicants to briefly discuss:

- Availability of flexible financial assistance in their community
- Gaps in the current provision of flexible financial assistance in their community
- Other services the applicants provides to survivors



What Will Be Done (45 pts) (p. 11)

This section requires applicants to describe their proposed goals and activities in detail. Applicants must also describe how they will develop and implement their plan for providing flexible financial assistance.

Please review page 11 of the solicitation for the complete list of required information.



Who Will Implement (25 pts) (p. 12)

- Identify key people and organizations
- Demonstrate their capacity to implement the project

- Demonstrate previous history of providing flexible financial assistance including any challenges previously experienced.
- Describe existing internal controls for distribution and tracking of victim assistance funds.



Budget Worksheet & Narrative (15 pts)

(p.12)

- A detailed budget and budget narrative for all applicable cost categories must be uploaded as an attachment in JustGrants.
- The budget **must** reflect 24 months of project activity.



Budget Worksheet & Narrative (cont.)

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 \$6,000 (\$9,000 for AK)
- Distinguish clearly between subawards and contracts in allocating any grant funds to other entities.



Budget Worksheet & Narrative (cont.)

Mandatory budget caps:

- Direct cash assistance must be capped at **no more than 10%** of the total budget
- Debt assistance must be capped at **no more than 10%** of the total budget. Debt assistance may only be provided when it facilitates victim safety and stability.
- Personnel and fringe must be capped at **no more than 15%** of the total budget.



Grants Financial Management Division



GFMD

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.)

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

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.)

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>



GFMD Contact Information

OVW GFMD Helpdesk:

1-888-514-8556

OVW.GFMD@usdoj.gov



How to Apply



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Important Dates and How to Apply

- It is strongly suggested that applicants ensure they are registered and have active accounts in SAM.gov, Grants.gov, and JustGrants by **August 1, 2024**.
- The deadline to submit your SF-424 and SF-LLL in Grants.gov is **11:59PM ET on August 20, 2024**.
- The deadline to submit your complete application in JustGrants is **8:59PM ET on August 22, 2024**.



JustGrants

Completed in JustGrants:

- Proposal Abstract
- Pre-Award Risk Assessment
- Summary Data Sheet
- Applicant Questionnaire

Uploaded as attachments:

- Proposal Narrative
- Budget Detail Worksheet and Narrative



Additional Required Documents

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



Technical Difficulties

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

- 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 24-month budget



Resources

- OVW Resources for Applicants:
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

- Programmatic Support: OVW.TribalSpecialInitiative@usdoj.gov
- Financial Questions: OVW.GFMD@usdoj.gov or call 202-307-6026
- Grants.gov Support: support@grants.gov or call 800-518-4726
- OVW JustGrants Support: 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://www.justice.gov/OVW/Grant-Programs)



[Justice.gov/OVW/](https://www.justice.gov/OVW/)



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