



# U.S. Department of Justice

## Office on Violence Against Women

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OVW Fiscal Year 2025 Demonstration Program on Trauma-Informed, Victim-Centered Training for Law Enforcement on Domestic Violence, Dating Violence, Sexual Assault, and Stalking (Abby Honold) Program Notice of Funding Opportunity (NOFO)

### **Grants.gov Funding Opportunity Number**

O-OVW-2025-172404

### **Assistance Listing Number**

16.058

### **Application Due**

Deadline to submit Standard Form/SF-424 in Grants.gov: July 18, 2025, by 11:59 PM Eastern Time

Deadline to submit application in JustGrants: July 22, 2025, by 8:59 PM Eastern Time

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## **Basic Information**

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The U.S. Department of Justice (DOJ), Office on Violence Against Women (OVW) is accepting applications for funding in response to this Notice of Funding Opportunity (NOFO). Created in 1995, OVW administers grant programs authorized by the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership on issues of domestic violence, dating violence, sexual assault, and stalking. OVW grants support coordinated community responses that provide services to victims and hold offenders accountable.

### **Executive Summary**

The Demonstration Program on Trauma-Informed, Victim-Centered Training for Law Enforcement on Domestic Violence, Dating Violence, Sexual Assault, and Stalking (Abby Honold Program) (Assistance Listing Number #16.058) supports efforts to improve law enforcement's response to allegations of domestic violence, dating violence, sexual assault, and stalking from the time of a victim's initial report throughout the entire investigation, and to promote the efforts of law enforcement in improving the response to these crimes. Note that in Fiscal Year (FY) 2025, the Abby Honold Program will only support projects addressing responses to allegations of sexual assault. The Abby Honold Program awards grants to law enforcement agencies to train officers to conduct trauma-informed and victim-centered investigations, with the goal of incorporating trauma-informed techniques designed to prevent re-traumatization of the victim and to increase communication between victims and law enforcement as well as stakeholders in a coordinated community response. This program's purpose is also to evaluate the effectiveness of the training.

| Funding Opportunity Details                  |  |
|--|--|
| <b>Federal Agency Name</b>                   | U.S. Department of Justice, Office on Violence Against Women   |
| <b>Funding Opportunity Title</b>             | OVW FY 2025 Demonstration Program on Trauma-Informed, Victim-Centered Training for Law Enforcement on Domestic Violence, Dating Violence, Sexual Assault, and Stalking (Abby Honold) Program |
| <b>Announcement Type</b>                     | Initial  |
| <b>Grants.gov Funding Opportunity Number</b> | O-OVW-2025-172404  |
| <b>Assistance Listing Number</b>             | 16.058   |
| <b>Statutory Authority</b>                   | This program is authorized by 34 U.S.C § 12513.  |
| <b>Expected Total Amount of Funding</b>      | Up to \$6,000,000 is available for this program for FY 2025.   |
| <b>Anticipated Number of Awards</b>          | OVW estimates that it will make up to 12 awards for an estimated \$6,000,000.  |
| <b>Expected Award Amount(s)</b>              | Awards under this program for FY 2025 will be made for up to \$500,000.  |
| <b>Expected Award Period(s)</b>              | Expected award period is 36 months.  |

## Key Dates

This table contains deadlines and other important dates.

| Key Dates   |   |
|---|---|
| <b>Funding Opportunity Release Date</b>                       | On or about May 21, 2025  |
| <b><u><a href="#">Sam.gov Registration/Renewal</a></u></b>    | Recommend <u><a href="#">completing process</a></u> by June 27, 2025          |
| <b><u><a href="#">Grants.gov Registration/Renewal</a></u></b> | Recommend <u><a href="#">completing process</a></u> by June 27, 2025          |
| <b><u><a href="#">Letter of Intent</a></u> (Optional)</b>     | <u><a href="mailto:OVW.AbbyHonold@usdoj.gov">OVW.AbbyHonold@usdoj.gov</a></u> |
| <b><u><a href="#">Grants.gov</a></u> Deadline</b>             | July 18, 2025, by 11:59 PM Eastern Time (ET)                                  |
| <b><u><a href="#">JustGrants</a></u> Deadline</b>             | July 22, 2025, by 8:59 PM ET  |
| <b>Decision Notification Date</b>                             | OVW anticipates notifying applicants of funding decisions by October 01, 2025 |

## Contact Information

For assistance with the application process or questions about this funding opportunity, contact the resources listed below.

| <b>Contact Information</b>            |   |
|---------------------------------------|---|
| <b>OVW Contact</b>                    | Phone: 202-307-6026<br>Email: <a href="mailto:OVW.AbbyHonold@usdoj.gov">OVW.AbbyHonold@usdoj.gov</a>  |
| <b>For assistance with SAM.gov</b>    | Phone: 866-606-8220<br>Website: <a href="https://sam.gov/content/help">https://sam.gov/content/help</a><br>Hours of Operation: 8:00 a.m. to 8:00 p.m. ET Monday-Friday  |
| <b>For assistance with Grants.gov</b> | Phone: 800-518-4726<br>Email: <a href="mailto:support@grants.gov">support@grants.gov</a><br>Website: <a href="https://www.grants.gov/support">https://www.grants.gov/support</a><br>Hours of operation: 24 hours a day, 7 days a week (closed federal holidays) |
| <b>For assistance with JustGrants</b> | Phone: 866-655-4482<br>Email: <a href="mailto:OVW.JustGrantsSupport@usdoj.gov">OVW.JustGrantsSupport@usdoj.gov</a>  |

## Resources for Applying

### Application Resources

- [Application Companion Guide](#)
- [Resources for Applicants page](#)
- Budget Information on [OVW Website](#)
- [JustGrants Application Submission Training](#)

## Eligibility

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### Eligible Applicants

Pursuant to 34 U.S.C. § 12513, the following entities are eligible to apply for this program:

- State, territorial, local, and/or Tribal law enforcement agencies that investigate crimes involving sexual assault.

**Note:** Indian Tribal Governments, States, and units of local government may apply *on behalf of* law enforcement agencies that lack authority to apply on their own.

The following definitions apply:

### Law Enforcement

- A public agency charged with policing functions, including any of its component bureaus (such as Village Public Safety Officers), including those referred to in section 2802 of title 25. 34 U.S.C. § 12291(a)(23).

### Tribal Law Enforcement

- Statutorily termed “Indian law enforcement,” the departments or individuals under the direction of the Indian tribe that maintain public order. 34 U.S.C. § 12291(a)(21).

### Indian Tribal Governments

- The governing body of an Indian Tribe, or
- A Tribe, band, pueblo, nation, or other organized group or community of Indians, including any Alaska Native Village or regional or village corporation (as defined in, or established pursuant to, the Alaska Native Claims Settlement Act (43 U.S.C. §§ 1601 et seq.)), that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. 34 U.S.C. § 12291(a)(43).

### States and Territories

- State governments, including the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands. 34 U.S.C. § 12291(a)(37)).

### Units of Local Government

- Any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a State (or territory) (34 U.S.C. § 12291(a)(47)).
- The following are not considered units of local government: (1) Pre-trial service agencies; (2) District or city attorneys' offices; (3) Probation and parole departments; (4) Shelters; (5) Nonprofit, nongovernmental victim service agencies including faith-based or community-based organizations; and (6) Universities. 28 C.F.R. § 90.2(g) (modified).

## **Other Program Eligibility Requirements**

In addition to being an eligible entity, applicants also must meet the requirements below. All certification and other eligibility related documents must be current and developed in accordance with this NOFO.

### Required Partnerships

In addition to being an eligible entity, applicants must partner with a national, regional, or local victim service provider. Formal partnerships must be clearly documented via a signed Memorandum of Understanding (MOU) that must be submitted with the application.

Note: Indian Tribal applicants that are unable to submit a signed MOU as part of their application may instead submit a signed Letter of Commitment (LOC). If funded, the Indian Tribal applicant will be required to submit a signed MOU as a deliverable by the end of the first year of their award.

#### Definition of Victim Service Provider:

Nonprofit, nongovernmental or Tribal organization or rape crisis center, including a state or Tribal coalition, that assists or advocates for victims of sexual assault, including faith-based organizations, and other organizations, with a documented history of effective work concerning sexual assault 34 U.S.C. § 12291(a)(50) (modified).

## **Types of Applications**

This year, OVW will accept applications for this program from the following applicants:

#### New Applicants Only

Applicants that have never received funding under this program.

## **Ineligible Entities and Disqualifying Factors**

Applications submitted by ineligible entities or that do not meet all other program eligibility requirements may not be considered for funding. In addition, an application deemed deficient in one or more of the following areas may not be considered for funding:

1. [Program-specific unallowable costs](#)
2. [Risk review](#)
3. [Completeness of application contents](#)
4. [Meeting deadlines](#)

An application will be removed from consideration if the applicant does not comply fully with all applicable unique entity identifier and SAM.gov requirements (see [Submission Requirements and Deadlines](#) section for more information on these requirements).

An applicant with past performance issues, long-standing open audits, or an open criminal investigation also may not be considered for funding.

#### Limit on Number of Applications

OVW will consider only one application for this program per organization for the same service area (i.e., the geographic area to be served). If an applicant submits multiple versions of the same application, OVW will review only the most recent system-validated version submitted before the deadline.

## Cost-sharing

This program has no matching or cost-sharing requirement.

## **Program Description**

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This program is authorized by 34 U.S.C § 12513. For a brief description of this program, see the [Executive Summary](#).

For more information about OVW programs, including how recipients of OVW grant funding achieve program goals, see:

- OVW grant program information: [OVW Grants and Programs webpage](#).
- Data that recipients collect and report: [VAWA Measuring Effectiveness Initiative webpage](#).
- What recipients have achieved and some of the evidence-based approaches they may have used: OVW's [most recent report to Congress](#) on the effectiveness of VAWA grant programs.

## **Purpose Areas**

Pursuant to 34 U.S.C. § 12513, funds under this program must be used for the following purposes:

1) Train covered individuals<sup>1</sup> within the demonstration site of the eligible entity to use evidence-based, trauma-informed, and victim-centered techniques and knowledge of crime victims' rights throughout an investigation into sexual assault, including by:

- (A) conducting victim interviews in a manner that
  - (i) elicits valuable information about the sexual assault, and
  - (ii) avoids re-traumatization of the victim;
- (B) conducting field investigations that mirror best and promising practices available at the time of the investigation;
- (C) customizing investigative approaches to ensure a culturally and linguistically appropriate approach to the community being served;
- (D) becoming proficient in understanding and responding to complex cases, including cases of sexual assault
  - (i) facilitated by alcohol or drugs;
  - (ii) involving strangulation;
  - (iii) committed by a non-stranger;
  - (iv) committed by an individual of the same sex as the victim;

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<sup>1</sup> "Covered individual" means an individual who interfaces with victims of sexual assault, including an individual working for or on behalf of an eligible entity; an administrator or personnel of a school, university, or other educational program or activity (including a campus police officer or a school resource officer); and an emergency services or medical employee.

- (v) involving a victim with a disability;
  - (vi) involving a male victim; or
  - (vii) involving a lesbian, gay, bisexual, or transgender (commonly referred to as 'LGBT') victim;
- (E) developing collaborative relationships between
- (i) law enforcement officers and other members of the response team; and
  - (ii) the community being served; and
- (F) developing an understanding of how to define, identify, and correctly classify a report of sexual assault.

2) Promote the efforts of the eligible entity to improve the response of covered individuals to sexual assault through various communication channels, such as the website of the eligible entity, social media, print materials, and community meetings, in order to ensure that all covered individuals within the demonstration site of the eligible entity are aware of those efforts and included in trainings, to the extent practicable.

## **Priorities**

Applications that fare well in merit review and substantively address one or more of the priorities listed below, to the extent consistent with the program's authorizing statute, may receive priority consideration for funding:

1. Measures to combat human trafficking and transnational crime, particularly crimes linked to illegal immigration and cartel operations, that support safety and justice for trafficking victims who have also suffered domestic violence, sexual assault, dating violence, and/or stalking;
2. Projects to provide victim services, especially housing, and improve law enforcement response in rural and remote areas, Tribal nations, and small towns that often lack resources to effectively combat domestic violence and sexual assault; and
3. Proposals submitted by states or units of local government that certify they comply with federal immigration law, including 8 U.S.C. § 1373.

## **Program Requirements**

Applicants that receive funding under this program will be required to engage in the following activities:

1. Participate in OVW-sponsored training and technical assistance (TTA).
2. Collect and report performance indicators. Forms, instructions, training, and related tools for each OVW program are available on the [VAWA Measuring Effectiveness Initiative webpage](#).
3. Participate in an assessment or evaluation if OVW conducts one that requires grantee involvement.
4. Participate in evaluation that may include sharing data with external evaluators, dedicating substantial time to data collection, or using a pre- and post-training survey tools supplied by

OVW. Recipients may be expected to dedicate some OVW-funded time and resources (such as through the project coordinator) to participating in an assessment or evaluation.

5. Integrate effective and trauma-informed investigation strategies into agency policies and procedures.
6. Identify a project coordinator responsible for coordinating with the Training and Technical Assistance (TTA) providers to adapt training to the unique characteristics of the site and to deliver the training. In addition, the project coordinator will be responsible for overseeing the collection, analysis, and reporting of project data, performance metrics, and coordinating with program evaluators.
7. Create a training implementation team. This interdisciplinary team should be made up of the project coordinator, department leadership, and other relevant decision makers. The team should also include representatives from the national, regional or local victim service provider or agency as well as any representatives from organizations who have the necessary expertise to assist in “customizing investigative approaches to ensure a culturally and linguistically appropriate approach to the community being served,” pursuant to 34 U.S.C. § 12513(c)(1)(C).
8. Participate in New Grantee Orientation. Each demonstration site must enroll its project coordinator, one representative from each project partner, and individuals responsible for implementing the training curriculum in the orientation.

## **Program-Specific Unallowable Costs**

Applications proposing activities described below may have points deducted during the review process or may be removed from consideration.

### **Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability**

OVW will not fund activities that compromise victim safety and recovery, deter healing for victims, and/or undermine offender accountability. See the [Application Companion Guide](#) for more details about these activities, including program-specific information.

### **Out-of-Scope Activities**

The activities listed below are out of the program scope and will not be funded.

1. Promoting or facilitating the violation of federal immigration law.
2. Inculcating or promoting gender ideology as defined in Executive Order 14168, *Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government*.
3. Promoting or facilitating discriminatory programs or ideology, including illegal DEI and “diversity, equity, inclusion, and accessibility” programs that do not advance the policy of equal dignity and respect, as described in Executive Order 14173, *Ending Illegal Discrimination and Restoring Merit-Based Opportunity*. This prohibition is not intended to interfere with any of OVW’s statutory obligations, such as funding for HBCUs, culturally specific services, and disability programs.

4. Activities that frame domestic violence or sexual assault as systemic social justice issues rather than criminal offenses (e.g., prioritizing criminal justice reform or social justice theories over victim safety and offender accountability).
5. Generic community engagement or economic development without a clear link to violence prevention, victim safety, or offender accountability.
6. Programs that discourage collaboration with law enforcement or oppose or limit the role of police, prosecutors, or immigration enforcement in addressing violence against women.
7. Awareness campaigns or media that do not lead to tangible improvements in prevention, victim safety, or offender accountability.
8. Initiatives that prioritize illegal aliens over U.S. citizens and legal residents in receiving victim services and support.
9. Excessive funding for consulting fees, training, administrative costs, or other expenses not related to measurable violence prevention, victim support, and offender accountability.
10. Any activity or program that unlawfully violates an Executive Order.
11. Research projects. Funds under this program may not be used to conduct research, defined by 28 C.F.R. § 46.102(d) as a systematic investigation designed to develop or contribute to generalizable knowledge. However, assessments conducted for internal improvement purposes only may be allowable. For information on distinguishing between research and assessments, see the [Application Companion Guide](#).
12. Direct victim services. Grant funds are intended to support the work of law enforcement agencies to train officers to use trauma-informed and victim-centered approaches and investigative techniques. Grant funds cannot be used by victim services providers to support direct services to victims. The definition of a victim service provider can be found in the [Other Program Eligibility Requirements section](#) of this Solicitation.
13. Prevention activities. Grant funds may not be used for prevention activities. Grantees are only permitted to engage in outreach activities to inform potential victims about the availability of services.
14. Addressing child abuse. Grant funds may not be used for activities and training related to investigating child physical or sexual abuse allegations, unless the allegations involve sexual assault of a victim age 11 or older.
15. Sex offender registry. Grant funds may not be used to create sex offender registries.
16. Curriculum development. OVW has worked closely with a national technical assistance provider with relevant expertise in investigating sexual assault and in curriculum development to create training materials. These materials must be used for the training funded under this program.

**Note:** Recipients should serve all eligible victims as required by statute, regulation, or award condition.

#### Other Unallowable Costs

Grant funds under this program also may not be used for the following costs:

1. Lobbying.
2. Fundraising.

3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
5. Construction.

### **Limited Use of Funds**

Recipients of an award under this program may use up to one percent of the funds to assess the need for internal improvements (e.g. convening listening sessions to identify service gaps in the community; surveying participants about the quality of the training.) The OVW research decision tree in the [Application Companion Guide](#) describes how applicants can ensure that such assessments are not prohibited human subjects research.

### **Activities Requiring Prior Approval**

Recipients must receive prior approval before using grant funds to support surveys, regardless of their purpose, to ensure they are within the scope of the award and meet the requirements of the Paperwork Reduction Act (see the [Application Companion Guide](#) for more information).

### **Type of Award**

Awards will be made as grants.

## **Application Contents and Format**

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### **Letter of Intent**

Applicants are strongly encouraged to submit a Letter of Intent stating their intention to apply. The letter should be submitted to OVW at [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov) by June 19, 2025. This letter does not obligate the applicant to apply, and applicants that do not submit this letter can still apply. See the OVW website for a sample [Letter of Intent](#).

### **Application Contents**

Applications must include the required documents and meet the program eligibility requirements. For a checklist of all required items, see the [Application Submission Checklist](#) section of this NOFO.

| Required Application Components   | Number of Possible Points |
|---|---------------------------|
| <b>Proposal Narrative</b>   |                           |
| Purpose of the Proposal   | 35                        |
| What Will Be Done   | 20                        |
| Who Will Implement  | 25                        |
| <b>Budget</b>   |                           |
| Budget worksheet and narrative  | 15                        |
| <b>Memorandum of Understanding (MOU) and Supporting Documents</b>                                 |                           |
| Memorandum of Understanding (MOU) or Letter(s) of Commitment (LOC) from Indian Tribal applicants. | 5                         |

## **Formatting and Technical Requirements**

Applications must follow the requirements below for all attachments, unless otherwise noted. OVW may deduct points for applications that do not adhere to these requirements:

1. Double-spaced text (charts may be single-spaced)
2. 8½ x 11-inch pages
3. One-inch margins
4. Arial font, type no smaller than 11-point, except for footnotes, which may be 9-point
5. Correctly numbered pages
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 those identified below for each application component

## **Proposal Abstract**

The Proposal Abstract must provide a short summary (no more than 2000 characters) of the proposed project, including names of lead applicant and project partners, project title, purpose of the project, primary activities for which funds are requested, who will benefit (including geographic area to be served), and products and deliverables. The abstract should not summarize past accomplishments. The Proposal Abstract must be entered into a text box in JustGrants. It will not be scored but will be used throughout the review process.

## **Data Requested with Application**

Applicants must complete the Pre-Award Risk Assessment questionnaire in JustGrants. The questionnaire will not be scored. The questions are listed in [Appendix A](#) of this NOFO.

## **Summary Data Sheet**

(1 to 4 pages maximum, single or double-spaced)

The Summary Data Sheet must be completed and submitted as an attachment under the Additional Application Components section in JustGrants. It will not be scored. Refer to [Appendix B](#) for the list of questions.

## **Proposal Narrative**

**(80 points)**, 15 pages maximum, double-spaced)

The Proposal Narrative must include the sections outlined below.

### **Purpose of the Proposal (35 points)**

This section must:

1. Describe the populations in the service area and the needs the project will address.
2. If applicable, describe how the proposal will address [priority](#) one (human trafficking and transnational crime) and/or [priority](#) two (under-resourced rural and remote areas, Tribal nations and small towns).
3. Describe the area over which the applicant has jurisdiction, including the geographic location, size, and any unique characteristics. (Note that states, units of local government, or Tribal governments applying on behalf of law enforcement agencies must identify the agency and its area of jurisdiction). Note that OVW “must award grants . . .for use in a variety of settings and communities, including urban, suburban, Tribal, remote, and rural areas; college campuses; or traditionally underserved communities.” 34 U.S.C. 12513(b)(2).
4. Discuss reported rates of sexual assault (including nonintimate partner sexual assault) as applicable to the proposal.
5. Describe the challenge(s) and/or need(s) faced by the community that the project would address.
6. Identify existing training available for law enforcement officers on sexual assault and explain why existing training does not meet current needs.
7. Describe the need for project resources and how funding would alleviate that need. This must directly relate to the stated challenges and/or needs.
8. Describe the law enforcement agency’s relationship with community-based organizations, including victim service providers, and how the relationship informs policies, procedures, and training.

### **What Will Be Done (20 points)**

Recipients will receive direct training from OVW TTA providers in a Train the Trainer format. This section should therefore not include discussion of curriculum development nor should it identify

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training or training providers. Recipients will consult with OVW and OVW TTA providers before customizing the training to the community being served.

The application must provide a clear link between the proposed activities and the need identified in the “Purpose of the Proposal” section above. This section should not include any of the activities listed as unallowable costs in the Program Description section of this NOFO.

This section must:

1. Describe how the proposed project will address the needs identified in the Purpose of the Proposal section above.
2. Describe who the OVW TTA providers will train to become trainers, i.e. discuss their roles within the department and give an approximate number of those who will receive the training to become trainers. In addition, describe who the prospective trainers will then train within the department (e.g. patrol, investigators, command staff, dispatchers, civilian staff, etc.). Include the approximate number of those who will receive the training.
3. Describe how the proposed project will promote efforts to provide training for law enforcement and covered individuals to improve responses to sexual assault, including how covered individuals will be made aware of these trainings.
4. Describe a plan for, or capacity for, data collection about the impact, perceptions, and outcomes of training.
5. Describe what steps the applicant and any proposed partner(s) will take to “customize investigative approaches to ensure a culturally and linguistically appropriate approach to the community being served.” See 34 U.S.C. § 12513(c)(1)(C).
6. Describe what steps the applicant and any proposed partner(s) will take to make proposed services accessible to people with disabilities, people with limited English proficiency, and people who are Deaf or hard of hearing.

#### Who Will Implement the Proposal (25 points)

This section must:

1. Identify the key people and organizations, including project partners involved in the proposed project.
2. Demonstrate that the people and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities.
3. Describe the roles and responsibilities of the law enforcement agency and project partner(s), including the required national, regional, or local victim service provider, in relation to the project activities detailed in the *What Will Be Done* section.
4. Identify the project coordinator and describe their experience, if any, coordinating with evaluators, implementing training programs, working with trainers, and overseeing the collection, analysis, and reporting of relevant data.
5. Identify who will serve on your training implementation team. This interdisciplinary team should be made up of the project coordinator, department leadership, and other relevant decision makers. The team should also include representatives from the national, regional or local victim service provider or agency as well as any representatives from organizations who will

ensure that covered individuals receive training as described in the statutory purpose areas listed above.

## **Budget and Associated Documentation**

OVW awards are governed by the provisions of 2 C.F.R. Part 200 and the [DOJ Financial Guide](#).

Applicants must submit a detailed budget and budget narrative and upload the applicable associated documentation under each heading, as described below. The budget worksheet and budget narrative will be reviewed separately from the Proposal Narrative. The associated documentation will not be scored, but failure to include it may result in removal from consideration or a delay in access to funding.

For additional information on budget requirements and allowable costs, see the [Budget Information](#), the [Sample Budget Narrative](#) (including Excel file), and the [Creating a Budget](#) webinar on the OVW website.

### **Budget Worksheet and Budget Narrative**

#### **(15 points)**

Applicants must upload in JustGrants a detailed budget and budget narrative for all applicable cost categories. OVW strongly encourages using a spreadsheet (e.g., Excel, Numbers, etc.) for the budget worksheet. The budget narrative must describe each line item requested in the budget and explain all costs included in the budget, including how the costs of goods and services are determined and how they will fulfill the objectives of the project. Budgetary requirements vary among programs. The budget should be reasonable and based on the resources needed to implement the proposed project in the applicant's specific geographic location.

#### **Award Period and Amounts**

The award period is 36 months. Budgets, including the total "estimated funding" on the [SF-424](#), must reflect 36 months of project activity. OVW anticipates that the award period will start on October 1, 2025.

Awards under this program for FY 2025 will be made for up to \$500,000. OVW estimates that it will make up to 12 awards for an estimated \$6,000,000.

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 before making an award or after an award is made but prior to access to funds.

#### **The budget must:**

1. Present a clear link between the specific project activities and the proposed budget items. The budget should not contain items that are not supported by the Proposal Narrative.
2. Fairly and reasonably compensate all project partners for their full level of effort, unless otherwise stated in the MOU or LOC.

3. Include sufficient funds to provide language access, identify other funds that the applicant has budgeted for language access for this project, or describe other resources that the applicant has secured to ensure meaningful access for persons with limited English proficiency. See the [Accessibility](#) section of this NOFO for more information.
4. Include sufficient funds to provide access for people with disabilities or who are Deaf/hard of hearing, identify other funds that the applicant has budgeted for such access for this project, or describe other resources that the applicant has secured to ensure meaningful access for such people. See the [Accessibility](#) section of this NOFO for more information.
5. Include funds to attend OVW-sponsored TTA in the amount of \$15,000 for applicants located in the 48 contiguous states and \$20,000 for applicants located in Puerto Rico, Guam, American Samoa, the Virgin Islands, the Northern Mariana Islands, Hawaii, and Alaska. This amount is for the entire 36-month project period and NOT per year. Applicants also may budget expenses in excess of the required amount.
6. Include evaluation funds. Note that OVW intends to fund an evaluator to assess the impact of a recipient's funds, with regard to the effectiveness of trauma-informed, victim-centered training, pursuant to 34 U.S.C § 12513(e). Therefore, budgets must include sufficient funds to participate in this evaluation. This may include funds for data collection, project coordinator's time, and technology.
7. Distinguish clearly between subawards and contracts in allocating any grant funds to other entities.
  - a. Pursuant to 2 C.F.R. § 200.331, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating an MOU partner; a contract is for the purpose of obtaining goods and services for the recipient's use.
  - b. The substance of the relationship is more important than the form of the agreement in determining whether the entity receiving federal funds is a subrecipient or a contractor.
  - c. The awarding and monitoring of contracts must follow the recipient's documented procurement procedures, including full and open competition, pursuant to the procurement standards and oversight requirements in 2 C.F.R. §§ 200.317-200.327.
  - d. The issuance and monitoring of subawards must meet the requirements of 2 C.F.R. §§ 200.328-200.329 & 200.332, which includes oversight of subrecipient spending and overall performance to ensure that the goals of the subaward are achieved.

For more information on distinguishing between subawards and contracts, see the [Budget Information](#), the [Sample Budget Narrative](#), and the [Application Companion Guide](#).

### *Food and Beverage/Costs for Refreshments and Meals*

Recipients **must** receive prior approval before using grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event. Food and beverages are generally considered personal expenses for which government funds should not be used. Exceptions may be

made for working meals that are necessary to accomplish official business and enhance the cost effectiveness of the meeting or conference. Examples include, but are not limited to:

1. The location of the event is not in close proximity to food establishments, despite efforts to secure a location near reasonably priced and accessible commercial food establishments.
2. Failure to serve food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.
3. A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.
4. Other extenuating circumstances necessitate the provision of food.

Justification for an exception listed above must be included in the applicant's budget narrative, including relevant details about the applicant's community, such as a rural or remote location. For additional information on restrictions on food and beverage expenditures, see OVW Conference Costs Guidelines (posted on the [OVW website](#)).

### Conference Planning and Expenditure Limitations

Applicants' budgets must be consistent with all requirements (including specific cost limits and prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, training, and other similar events), and costs of attendance at such events. Information on conference planning, minimization of costs, and conference reporting is available at [OVW Conference Planning](#).

### Indirect Cost Rate Agreement (If applicable)

Applicants that intend to charge indirect costs through the use of a negotiated indirect cost rate must have a current, signed, federally approved indirect cost rate agreement and must upload and attach a copy of the agreement to their application in JustGrants. Applicants that do not have a current federal negotiated indirect cost rate (including provisional rate), may elect to charge a de minimis rate of up to 15% of modified total direct costs (MTDC).

Organizations that wish to negotiate an indirect cost rate should contact OVW's Grants Financial Management Division at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov) or 1-888-514-8556 for more information.

## Memorandum of Understanding and Supporting Documents

### Memorandum of Understanding (MOU) and/or Letter of Commitment (LOC) (5 points)

The MOU is a document containing the terms of the partnership and the allocation of roles and responsibilities between two or more parties, and it must be included as an attachment to the application in JustGrants. The MOU is not a substitute for a subaward agreement, which ensures that subrecipients adhere to the requirements of the award and 2 C.F.R. Part 200 (see 2 C.F.R. §

200.332). Partners receiving funds under the award generally are considered subrecipients because they are carrying out a portion of the federal award.

The MOU **must** be a single document developed specifically for this application. It **must** be signed and currently dated by the Authorized Representative of each proposed partner organization, including the applicant law enforcement agency. If the applicant is a government entity applying on behalf of a law enforcement agency, the law enforcement agency must also be a signatory on the MOU. OVW will accept electronic signatures. MOUs missing signatures may result in a point deduction or **removal from consideration, particularly if the MOU is missing the signature of a required partner**. If necessary, an MOU can include multiple signature pages so long as each page includes the names and titles of all signatories to the MOU. A sample [MOU](#) is available on the OVW website.

The MOU must clearly:

1. Identify the project partners and provide a brief history of the collaborative relationship between those partners, including when and under what circumstances the collaborative relationship began and when each partner entered into the relationship.
2. Describe the roles and responsibilities each partner will assume to ensure the success of the proposed project.
3. State that each project partner has reviewed the budget, is aware of the total amount being requested, and is being equitably compensated for their work under the grant or is agreeing to be partially compensated or receive no compensation from the grant.
4. State that the participating law enforcement agency where the State, Unit of Local Government, or Indian Tribal Government is the lead applicant, participated in the development and/or reviewed the application and budget.
5. Identify the key personnel who will be responsible for developing and implementing project activities and describe how they will work together and with project partners.
6. Indicate that the participating law enforcement agency agrees to have trainers trained on the curriculum and will train the relevant agency staff.

## LOC

Indian Tribal applicants unable to submit a signed MOU may submit a LOC from each partnering organization(s). If funded, the Indian Tribal applicant will be required to submit a signed MOU as a deliverable by the end of the first year of their award.

1. If the Tribal law enforcement agency or Tribal government is the lead applicant and unable to enter into an MOU prior to the application deadline, each project partner must submit an LOC.
2. If a Tribal government or Tribal victim service provider is a project partner and unable to sign an MOU prior to the application deadline, the lead applicant should still submit an MOU signed by the applicant and any other project partners. Tribal government or Tribal victim service provider partners should submit a separate LOC.

**Note:** LOCs submitted in lieu of an MOU under circumstances other than those defined above will not be accepted.

The LOC must clearly address the same six requirements for an MOU outlined above.

### Additional Application Components

The following documents will not be scored but must be uploaded and attached to the application in JustGrants. Failure to do so may result in the application being removed from consideration. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

#### Certification Regarding Out-of-Scope Activities

Applicants must attach a letter to OVW's Director, signed by the Authorized Representative, certifying that grant funds will not be used for the following out-of-scope activities:

1. Promoting or facilitating the violation of federal immigration law.
2. Inculcating or promoting gender ideology as defined in Executive Order 14168, *Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government*.
3. Promoting or facilitating discriminatory programs or ideology, including illegal DEI and "diversity, equity, inclusion, and accessibility" programs that do not advance the policy of equal dignity and respect, as described in Executive Order 14173, *Ending Illegal Discrimination and Restoring Merit-Based Opportunity*. This prohibition is not intended to interfere with any of OVW's statutory obligations, such as funding for HBCUs, culturally specific services, and disability programs.
4. Activities that frame domestic violence or sexual assault as systemic social justice issues rather than criminal offenses (e.g., prioritizing criminal justice reform or social justice theories over victim safety and offender accountability).
5. Generic community engagement or economic development without a clear link to violence prevention, victim safety, or offender accountability.
6. Programs that discourage collaboration with law enforcement or oppose or limit the role of police, prosecutors, or immigration enforcement in addressing violence against women.
7. Awareness campaigns or media that do not lead to tangible improvements in prevention, victim safety, or offender accountability.
8. Initiatives that prioritize illegal aliens over U.S. citizens and legal residents in receiving victim services and support.
9. Excessive funding for consulting fees, training, administrative costs, or other expenses not related to measurable violence prevention, victim support, and offender accountability.
10. Any activity or program that unlawfully violates an Executive Order.
11. All other activities listed under the [Out-of-Scope Activities](#) section.

**Note:** Nothing in this certification prohibits recipients from serving all eligible victims as required by statute, regulation, or award condition.

### Certification Regarding Compliance with Federal Immigration Law

State or local government applicants seeking priority consideration for compliance with federal immigration law, including 8 U.S.C. § 1373, must submit a letter making this certification signed by the applicant's Authorized Representative.

### Letter of Nonsupplanting

Applicants must attach a letter to OVW's Director, signed by the Authorized Representative, certifying that federal funds will not be used to supplant non-federal funds should a grant award be made. A sample [Letter of Nonsupplanting](#) is available on the OVW website.

### Confidentiality Notice Form

All applicants are required to acknowledge that they have received notice that recipients and subrecipients must comply with the confidentiality and privacy requirements of VAWA, as amended. Applicants must upload and attach, under Additional Attachments in JustGrants, the completed acknowledgement form available on the [OVW website](#). This form must be signed by the Authorized Representative.

## Disclosures and Assurances

All applicants must review, complete, and submit all disclosures, assurances, and certifications in JustGrants as described below.

### Disclosure of Lobbying Activities (if applicable)

Applicants are required to complete and submit a lobbying disclosure form (Standard Form/SF-LLL) **IF** they have paid or will pay any person to lobby in connection with the award for which they are applying **AND** their application is for more than \$100,000. This disclosure requirement is not applicable to such payments by an Indian Tribe, Tribal organization, or any other Indian organization that are permitted by other federal law. For this requirement, lobbying means influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress. (See 31 U.S.C. § 1352; 28 C.F.R. part 69.)

Applicants that are required to submit the SF-LLL must download the form from [https://apply07.grants.gov/apply/forms/sample/SFLLL\\_2\\_0-V2.0.pdf](https://apply07.grants.gov/apply/forms/sample/SFLLL_2_0-V2.0.pdf), complete it, and upload it with their application when prompted to do so in JustGrants.

### Summary of Other Federal Funding

Applicants must disclose whether they have any of the following: 1) an OVW grant or cooperative agreement that is open or that closed within 12 months of the date this funding opportunity closes; 2) a subaward under an OVW grant or cooperative agreement that is open or that closed within 12 months of the date this funding opportunity closes; 3) a pending OVW application as either the lead

applicant/potential recipient or as a partner/potential subrecipient; 4) a federal award to do the same or similar work; or 5) a pending federal application to do the same or similar work.

Applicants must provide this information by completing the Summary of Other Federal Funding form in the Disclosures and Assurances section of JustGrants during the application submission process.

### DOJ Certified Standard Assurances

Applicants must read and acknowledge the DOJ Certified Standard Assurances in JustGrants, a copy of which is available [here](#).

### DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants must read and acknowledge these DOJ certifications in JustGrants, a copy of which is available [here](#).

## **Submission Requirements and Deadlines**

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### Address to Request Application Package

The complete application package (this NOFO, including links to required forms) is available on Grants.gov and on the [OVW website](#). Applicants wishing to request a paper copy of these materials should contact OVW at 202-307-6026 or [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov).

## **Prior to Application Submission**

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

Entities applying for the first time must register with the following systems:

- SAM.gov: Registration with [SAM.gov](#) includes receiving a UEI and takes an average of **2 to 3 weeks**.
- Grants.gov: Registration with [Grants.gov](#) takes an average of **1 week**.
- JustGrants: Registration with JustGrants needs to be completed **ONLY** after successful submission of [Step 1](#) of the application as described below under How to Apply.

**Note:** Registration time frames are estimates. Applicants experiencing registration challenges should contact the system's [help desk](#) and refer to the [OVW Policy for Applicants Experiencing Technical Difficulties During the Registration and Submission Processes](#) section below for guidance on how to proceed.

Entities that have previously applied for funding from DOJ must ensure their accounts with SAM, Grants.gov, and JustGrants are active and up to date.

**All applicants must maintain active registration in SAM.gov with current information whenever they have a federal award or an application under consideration by a federal agency.** It is the

applicant's responsibility to ensure that they are registered with SAM.gov, Grants.gov, and JustGrants. OVW strongly encourages all applicants to begin the registration process or ensure that all accounts are active and up to date, by **June 27, 2025. Failure to do so may result in missing the application deadline and therefore not being considered for funding.**

## How to Apply

### Step 1:

Submit the SF-424, which is generated when the applicant begins the submission process in Grants.gov. To view the form before completing it in Grants.gov, applicants should click the Package tab under the funding opportunity for which they are applying and select Preview. Preview then provides links to the form.

For Type of Applicant (box 9), do not select Other. The amount of federal funding requested in the "Estimated Funding" section of this form (box 18a) should match the amount of federal funding requested in the budget of the application. This program does not require a match; therefore, the value for the Applicant line (box 18b) should be zero. The individual who is listed as "**Authorized Representative**" (box 21) must have the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

**Intergovernmental Review (SF-424 Question 19):** This funding opportunity is subject to Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs. Applicants must check the Office of Management and Budget's website for the names and addresses of state [Single Points of Contact](#) (SPOC) under Intergovernmental Review. If the applicant's state appears on the SPOC list, the applicant must contact the state SPOC to comply with the state's process under E.O. 12372. In completing the SF-424, the applicant must make the appropriate selection in response to question 19 once it has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the following response: "Program is subject to E.O. 12372 but has not been selected by the state for review."

### Step 2:

Submit the full application, including attachments, in JustGrants at <https://justicegrants.usdoj.gov/>. Applicants begin Step 2 of the application submission process by reviewing the Standard Applicant Information in JustGrants, making edits as needed, confirming the Authorized Representative, verifying the legal name and address, and entering the ZIP code(s) for the areas affected by the project. OVW encourages applicants to review the [JustGrants](#) website for more information, resources, and training.

**Tip:** JustGrants functions better using a PC with Chrome or Edge web browser.

**Note that the Grants.gov and JustGrants deadlines are typically only a few days apart.**

## Submission Dates and Times

- Deadline to submit form SF-424 in Grants.gov: 11:59 pm ET on July 18, 2025.
- Deadline to submit the full application in JustGrants: 8:59 pm ET on July 22, 2025.

Applicants must make every effort to submit their application electronically in Grants.gov and JustGrants by the deadlines above.

Applicants experiencing technical difficulties should refer to the [OVW Policy for Applicants Experiencing Technical Difficulties During the Registration and Submission Processes](#).

OVW will not accept applications after the JustGrants deadline, except for severe inclement weather or natural or man-made disaster. See the [OVW Policy on Late Submission Request Due to Severe Inclement Weather or Natural or Man-Made Disaster](#) below.

**Application Tip:** OVW strongly encourages all applicants to begin the submission process at least 48 hours prior to the Grants.gov application deadline. Failure to do so may result in missing the application deadline and therefore not being considered for funding.

## Application Submission Checklist

Applicants must submit all required application items. Applicants applying to more than one OVW program are responsible for ensuring that only documents pertinent to this funding opportunity are included with this application. OVW will not redirect documents submitted with the wrong application (e.g., a Rural Program letter submitted with a Transitional Housing Program application will not be transferred to the Rural application).

| Application Item   | Required?     | Submission Type | Submission Website | Date Completed |
|--|---------------|-----------------|--------------------|----------------|
| <a href="#">Application for Federal Assistance: SF-424</a> | Yes           | Online Form     | Grants.gov         |                |
| <a href="#">Proposal Abstract</a>                          | Yes           | Online Form     | JustGrants         |                |
| <a href="#">Pre-Award Risk Assessment</a>                  | Yes           | Online Form     | JustGrants         |                |
| <a href="#">Summary Data Sheet</a>                         | Yes           | Attachment      | JustGrants         |                |
| <a href="#">Proposal Narrative</a>                         | Yes           | Attachment      | JustGrants         |                |
| <a href="#">Budget Worksheet and Budget Narrative</a>      | Yes           | Attachment      | JustGrants         |                |
| <a href="#">Indirect Cost Rate Agreement</a>               | If applicable | Attachment      | JustGrants         |                |

| Application Item   | Required?     | Submission Type | Submission Website | Date Completed |
|--|---------------|-----------------|--------------------|----------------|
| <a href="#"><u>Memorandum of Understanding/Letter(s) of Commitment</u></a>             | Yes           | Attachment      | JustGrants         |                |
| <a href="#"><u>Certification Regarding Out-of-Scope Activities</u></a>                 | Yes           | Attachment      | JustGrants         |                |
| <a href="#"><u>Certification Regarding Compliance with Federal Immigration Law</u></a> | If applicable | Attachment      | JustGrants         |                |
| <a href="#"><u>Letter of Nonsupplanting</u></a>  | Yes           | Attachment      | JustGrants         |                |
| <a href="#"><u>Confidentiality Notice Form</u></a>                                     | Yes           | Attachment      | JustGrants         |                |
| <a href="#"><u>Disclosure of Lobbying Activities</u></a>                               | If applicable | Attachment      | JustGrants         |                |
| <a href="#"><u>Summary of Other Federal Funding</u></a>                                | If applicable | Online Form     | JustGrants         |                |

### OVW Policy for Applicants Experiencing Technical Difficulties

Technical difficulties are issues that are beyond the applicant’s control. OVW can confirm when each registration and/or submission action began.

#### Technical difficulties with SAM.gov or Grants.gov

1. Contact [SAM.gov or Grants.gov support](#) as soon as the applicant is aware of a problem.
2. Maintain documentation of when the issue began and all communication with technical support.
3. Before the Grants.gov deadline, notify [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov) by email, stating the applicant is experiencing technical difficulties with SAM.gov or Grants.gov. The applicant should provide regular updates to the OVW contact.
4. If the technical difficulty cannot be resolved before the Grants.gov deadline, the applicant must notify [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov), by email before the [Grants.gov deadline](#) July 18, 2025.
5. Once the Grants.gov deadline passes an applicant will not be able to apply in JustGrants. Therefore, the applicant **must** email the complete application (SF-424, Proposal Narrative, Budget and Budget Narrative, MOU/LOC, SF-LLL, Letter of Nonsupplanting, Certification Regarding Out-of-Scope Activities, Certification Regarding Compliance with Federal Immigration Law, Confidentiality Notice Form, Summary of Other Federal Funding) and all

documentation confirming the technical difficulty to [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov), by the [JustGrants deadline](#) July 22, 2025.

### Technical difficulties while applying in JustGrants

1. Contact OVW JustGrants Support at [OVW.JustGrantsSupport@usdoj.gov](mailto:OVW.JustGrantsSupport@usdoj.gov) or 866-655-4482 as soon as the applicant is aware of a problem. OVW JustGrants Support is a separate Help Desk from OJP and COPS and is dedicated to OVW applicants.
2. Maintain documentation of all communication with OVW JustGrants Support.
3. Work with OVW JustGrants Support to resolve the technical difficulty.
4. Email the [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov), before the [JustGrants deadline](#) July 22, 2025. If an applicant must submit their application by email due to a technical difficulty, they must do so by the JustGrants deadline, but **no earlier than 4 hours prior to the deadline**. The email must include the following:
  - A detailed description of the technical difficulty.
  - The contact information (name, telephone, and email) for the person making the request.
  - The applicant's UEI number.
  - JustGrants application numbers and User Support tracking numbers.
  - The complete application (SF-424, Proposal Narrative, Budget and Budget Narrative, MOU/LOC, SF-LLL, Letter of Nonsupplanting, Certification Regarding Out-of-Scope Activities, Certification Regarding Compliance with Federal Immigration Law, Confidentiality Notice Form, Summary of Other Federal Funding).

OVW does not guarantee that applications submitted by email will be considered for funding, even if the email is received before the JustGrants deadline. OVW will decide and notify applicants of the decision within 30 days of the JustGrants deadline. OVW may then ask applicants to coordinate with OVW to submit applications in Grants.gov and JustGrants.

### OVW Policy on Late Submission Request Due to Severe Inclement Weather or Natural or Man-Made Disaster

Cases of severe inclement weather or natural or man-made disaster are the only circumstances under which OVW may accept applications after the deadline. In such circumstances:

1. Email the [OVW.AbbyHonold@usdoj.gov](mailto:OVW.AbbyHonold@usdoj.gov) listed in this NOFO as soon as the applicant is aware of severe weather or disaster that may prevent the applicant from submitting the application on time. The email should describe the weather event or disaster, including when it occurred or is likely to occur, the impacted area, and the impact on the applicant and/or partners' ability to ensure the application is submitted before the deadline (e.g., without power for "x" days, office closed for "x" days). If the application is complete and ready for submission at the time the applicant notifies OVW, then attach the application to the email.

2. After following step 1, contact OVW within 48 hours after the deadline or as soon as communications are restored.

**Note: OVW may not be able to accommodate all requests.**

Within 30 days of receiving a request for late submission, OVW will notify the applicant of a decision to approve or deny it.

## **Application Review Information**

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### **Responsiveness Review**

Criteria that make an application or project ineligible are listed in the [Application Contents](#) and [Eligibility](#) sections of this NOFO. Additional information about circumstances that may result in removal from consideration is provided below under [Review and Selection Process](#) and [Risk Review](#).

### **Review Criteria**

Applications will be scored based on the degree to which the application responds to each section and addresses each element in the section. Applications will also be scored based upon the quality of the response, capacity of the applicant and any partners, and the level of detail provided. Each element **must** be addressed in the section in which it is requested. Points may be deducted if the applicant does not include the information in the appropriate section even if it is included elsewhere within the application. Each section will be reviewed as a separate document and will be scored as such. Scoring details can be found in the [Application Contents](#) section of this NOFO.

Voluntary match or other cost sharing methods will not be considered in the evaluation of the application.

### **Review and Selection Process**

Applications will be subject to a peer review and a programmatic review.

#### **Peer Review**

OVW will subject all eligible, complete, and timely applications to a [peer review process](#) that is based on the criteria outlined in this NOFO. OVW may use internal reviewers, external reviewers, or a combination of both.

OVW peer reviewers may include victim advocates, judges, prosecutors, law enforcement officers, legal professionals, and others with expertise in areas such as tribal communities, colleges and universities, rural areas, urban areas, working with people with disabilities or older adults, and providing services to victims, including transitional housing and services provided by community

organizations and the faith community. While some peer reviewers are expert consultants on violence against women issues, the vast majority are current practitioners or recent retirees from the professions mentioned above. To ensure that applications are reviewed by people with on-the-ground experience responding to sexual assault, OVW does not use professional peer reviewers. All reviewers are required to adhere to OVW's peer review conflict of interest policy, which is designed to identify and resolve any issues that may call into question a reviewer's impartiality or objectivity regarding an application.

### Programmatic Review

All applications that are considered for funding will be subject to a programmatic review. The programmatic review consists of assessing the application for compliance with the program's scope, activities that compromise victim safety, and, if applicable, past performance and priority area review. OVW reserves the right to add up to 10 points to applications submitted by states and local governments that certify their compliance with federal immigration law, and to deduct points from applications for the following reasons:

1. Activities that compromise victim safety and recovery and undermine offender accountability (deduct up to 10 points).
2. Out-of-scope and unallowable activities (deduct up to 25 points).
3. Formatting and technical requirements (deduct up to 5 points).

An application that is substantially out-of-scope, proposes a substantial number of activities that are unallowable, or proposes activities that pose a significant threat to victim safety or a serious breach of confidentiality will not be considered for funding. **An applicant with considerable past performance issues may receive a deduction in points as listed above or be removed from consideration regardless of the application's peer review score.**

Absent explicit statutory authorization or written delegation of authority to the contrary, all award decisions will be made by the OVW Director, who also may consider factors including but not limited to: geographic diversity, statutory considerations, application priorities, past performance, and available funding when making awards. All award decisions are final and not subject to appeal.

### Risk Review

Prior to making an award, OVW must evaluate the risk posed by applicants as described in 2 C.F.R. § 200.206(b), using the applicant's responses to the questions listed in [Appendix A](#). OVW also must review and consider integrity and performance information about applicants that is available in SAM.gov. Applicants may review and comment on information about themselves that another federal awarding agency has previously entered. OVW considers the applicant's comments as well as other information available in SAM.gov in making its judgment about the risk posed by making an award to the applicant.

## High-Risk Recipients

Based on DOJ's assessment of each recipient's current or past funding, unresolved audit issues, delinquent programmatic and fiscal reporting, and prior performance, a recipient may be designated "high-risk." Awards to high-risk recipients may carry special conditions such as increased monitoring and/or prohibitions on drawing down funds until certain requirements are met. High-risk recipients with substantial or persistent performance or compliance issues, long-standing open audits, or open criminal investigations may not be considered for funding.

## **Award Notices**

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OVW notifies applicants through JustGrants (not Grants.gov) when they receive an award. Successful applicants then log into JustGrants to review and accept the award. The Authorized Representative must acknowledge that they have read and understood all sections of the award instrument and they must submit the required declaration and certification to accept the award. These steps must be completed electronically in JustGrants.

By the anticipated decision notification date in the [Key Dates](#) section of this NOFO, unsuccessful applicants will receive a letter addressed to their Authorized Representative with information on how to receive feedback on their application.

## Availability of Funds

All awards are subject to the availability of appropriated funds as well as any modifications or additional requirements imposed by law. There is no guarantee that funds will be available in the future. Depending on availability of funding and an application's merit, OVW may fund an application not selected under this funding opportunity in a future fiscal year or under another OVW program.

## **Post-Award Requirements and Administration**

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### **Administrative, National Policy, and Other Legal Requirements**

Applicants selected for awards must agree to comply with additional legal, administrative, and national policy requirements. OVW strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. This information can be found in the section of the [Application Companion Guide](#) entitled "Requirements for All OVW Applicants and Recipients."

[Terms and conditions](#) for OVW awards are available on the OVW website. These terms are subject to change prior to the issuance of the awards.

Awards **may** include a requirement for recipients to certify compliance with all applicable federal law, including but not limited to 8 U.S.C. § 1373.

## Civil Rights and Accessibility

Recipients must comply with applicable federal civil rights laws and nondiscrimination provisions. Taken together, these federal laws prohibit recipients from discriminating either in *employment* (subject to an exemption for certain faith-based organizations) or in the *delivery of services or benefits* based on race, color, national origin, sex, religion, or disability, and in the delivery of services or benefits based on age. In addition, VAWA, as amended, includes a nondiscrimination provision that covers any program or activity funded in whole or in part by OVW. 34 U.S.C. § 12291(b)(13)(A).

## Sex-specific Programming

Recipients may provide sex-segregated or sex-specific programming if doing so is necessary for the essential operation of a program (e.g., in the case of women's safety), so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. *Id.* § 12291(b)(13)(B). More information on these obligations is available in the [Application Companion Guide](#).

Compliance with federal civil rights laws includes taking reasonable steps to ensure that persons with limited English proficiency (LEP individuals) have meaningful access to recipients' programs and activities and to ensure that their programs and activities are readily accessible to people with disabilities, as well as people who are Deaf or hard of hearing. **Serving victims effectively and supporting their safety and recovery requires programs to be accessible to people with disabilities and those who are Deaf or hard of hearing, to provide language access to LEP individuals, to ensure that any sex-segregated or sex-specific services are comparable, and generally to serve all survivors free from discrimination.**

## Post-Award Reporting Requirements

OVW recipients must submit semi-annual performance reports and quarterly Federal Financial Reports (SF-425). Performance report forms will be provided to all award recipients. Forms will be submitted electronically. Future awards and fund drawdowns may be withheld if reports are delinquent. For more information on post-award reporting requirements, including requirements for certain recipients to report information on civil, criminal, and administrative proceedings in SAM, see the [Application Companion Guide](#) and the award condition on recipient integrity and performance matters available on the [OVW website](#).

## **Other Information**

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### Public Reporting Burden - Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OVW tries to create forms and instructions that are accurate, easily understood, and not unnecessarily burdensome. The estimated average time to complete and file this form is 30 hours. Comments regarding the accuracy of this estimate or

suggestions for simplifying this form can be submitted to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street, NE, Washington, DC 20530.

**Note: Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.**

## **Appendix A: Pre-Award Risk Assessment**

**Note:** Applicants must complete this questionnaire in JustGrants. The questions listed below are for reference only. Each applicant must respond to each question. Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed in the questionnaire. This information will be used for a mandatory pre-award risk assessment. Failure to provide this information or to respond to questions from OVW regarding this information in a timely manner could result in the application being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item.

1. Will all funds awarded under this program be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding? Provide a brief description of the applicant's policies and procedures that ensure funds will be tracked appropriately.
2. Does the applicant have written accounting policies and procedures? How often are these policies and procedures updated? Provide a brief list of the topics covered in the applicant's policies and procedures. OVW may request a copy for review during the application/award process or as part of the grant monitoring process.
3. Is the applicant's financial management system able to track actual expenditures and outlays with budgeted amounts for each grant or subgrant? Provide a brief summary of the organization's process for tracking expenditures, including tracking budgeted versus actual amounts.
4. Does the applicant have procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities? Provide a short summary of the applicant's policy for requesting payments for grant awards.
5. Does the applicant have effective internal controls in place to ensure that federal funds are used solely for authorized purposes? Provide a brief description of the applicant's internal controls that will provide reasonable assurance that the award funds will be managed properly.
6. Does the applicant have a documented records retention policy? If so, briefly describe the policy and confirm that the policy complies with federal regulations. Information on Record Retention and Access can be found at 2 C.F.R. 200.334-200.338.

7. Does the applicant or any of its employees have any potential personal or organizational conflicts of interest related to the possible receipt of OVW award funds? Applicants are required to disclose in writing any potential conflicts of interest to their awarding agency. See 2 C.F.R. 200.112 and Chapter 3.20, Grant Fraud, Waste and Abuse, of the DOJ Financial Guide for additional information.
8. Is the individual primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200)? Provide a short list of the individual's qualifications/experience. If the individual is not familiar with the applicable rules and regulations, the applicant must contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 immediately after the applicant is notified of its award to coordinate training.
9. Does the applicant have policies and procedures in place to manage subawards and monitor activities of subrecipients as necessary to ensure that subawards are used for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved (2 C.F.R. 200.331-200.333)? Provide a brief description of the organization's policies and procedures on subrecipient management and monitoring.
10. Does the applicant currently require employees to maintain time distribution records that accurately reflect the work performed on specific activities or cost objectives in order to support the distribution of employees' salaries among federal awards or other activities (2 C.F.R. 200.430)? Budget estimates do not qualify as support for charges to federal awards. Provide a brief description of the organization's established timekeeping policies and procedures.
11. Is the applicant designated as high risk by a federal agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant entity's past performance, or other programmatic or financial concerns with the applicant entity.) If so, provide the names(s) of the federal awarding agency, the date(s) the agency notified the applicant entity of the high risk designation, contact information for the high risk point of contact at the federal agency, and the reason for the high risk status, as set out by the federal agency.

## Appendix B: Summary Data Sheet

The Summary Data Sheet must be completed and submitted as an attachment under the Additional Application Components section in JustGrants.

1. Provide the following information for the grant point-of-contact. This person must be an employee of the applicant.
  - Name
  - Title
  - Address
  - Telephone number
  - Email address
  
2. Is the applicant (the organization whose unique entity identifier is being used for the application) serving as a fiscal agent? A fiscal agent is an entity that does not participate in implementation of the project and passes **all** funds through to subrecipients, conducting minimal administrative activities. **Note: The fiscal agent must be an eligible applicant for the program.**
  - Yes – go to Q 2A & 2B
  - No

2A. List all subrecipients

2B. Note: The applicant acknowledges that it will be responsible for all applicable statutory, fiscal, and programmatic requirements, including those of 2 C.F.R. Part 200, as well as all project deliverables.

3. Has the applicant expended \$750,000 or more in federal funds in the applicant's past fiscal year?
  - Yes – go to 3A
  - No

3A. Specify the end date of the applicant's fiscal year.

4. Does the application substantively address any of the following priorities:
  - Measures to combat human trafficking and transnational crime, particularly crimes linked to illegal immigration and cartel operations, that support safety and justice for trafficking victims who have also suffered domestic violence, sexual assault, dating violence, and/or stalking.
    - Yes

- No
- Projects to provide victim services, especially housing, and improve law enforcement response in rural and remote areas, Tribal nations, and small towns that often lack resources to effectively combat domestic violence and sexual assault.
  - Yes
  - No
- Proposals submitted by states or units of local government that certify they comply with federal immigration law, including 8 U.S.C. § 1373.
  - Yes
  - No

5. List the service area(s), including the geographic location, size, and demographics in the jurisdiction(s) or state.

6. Provide the name of the required project partner serving in the role of a victim service provider.  
**Note: Information on the required partnership can be found in the Eligibility Information, Required Partnership section of the NOFO.**

7. Identify the law enforcement agency that will provide training and receive training. Identify any additional law enforcement agencies that will receive training.