

# **FY 2025 Grants to Reduce Domestic Violence, Dating Violence, Sexual Assault and Stalking on Campus**

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Pre-Application Information Pre-Recorded Session  
2025



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

# Agenda

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Part 1	Campus Program Description
Part 2	Federal Award Information
Part 3	Eligibility Requirements
Part 4	Key Submission Information
Part 5	Application Components
Part 6	Grants Financial Management Division (GFMD)
Part 7	Tips for Submission



# Before We Begin

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Applicants are responsible for reading the NOFO and the companion guide

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

It is helpful to have the Campus NOFO in front of you for reference



# Campus Program Description



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# Campus Program

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Grants to Reduce Domestic Violence, Dating Violence, Sexual Assault, and Stalking on Campus Program (Campus Program) encourages a **comprehensive coordinated community approach** that enhances victim safety, provides services and support for victims, and supports efforts to hold offenders accountable.

The funding supports activities that develop and strengthen trauma-informed victim services and strategies to **prevent, investigate, and respond to domestic violence, dating violence, sexual assault, and stalking on campus.**



# Purpose Areas

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The Campus Program has 13 purpose areas.

All applicants must select at least one purpose area.



# Purpose Areas Continued

Purpose areas 4, 6, 7, and 13 have additional requirements:

## Purpose Area 4 Victim Services

- Must allocate 20% of grant funds for this purpose. Applicants must submit the legal assistance certification if legal services are provided and part of an overall comprehensive coordinated campus and community response that includes proposed activities under the purpose area.

## Purpose Area 6 Data Collection and Communication Systems

- May need to get additional approval before purchasing, if funded.



# Purpose Areas Continued (2)

Purpose areas 4, 6, 7, and 13 have additional requirements:

## Purpose Area 7 Capitol Improvement

- Will need to go through National Environmental Protection Act approval, if funded.

## Purpose Area 13 Restorative Practices

- Must develop and implement restorative practices as defined in section 40002(a) of the Violence Against Women Act of 1994 (34 U.S.C. 12291(a)).





# OVW Priorities

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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.



# Activities That Compromise Victim Safety and Recovery

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OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

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



# Common Compromising Victim Safety Issues Included

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Procedures or policies that fail to include conducting safety planning with victims.

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

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



# Out of Scope Activities

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The NOFO contains a list of out-of-scope activities.

Applicants who are successful, must submit a letter certifying they will not implement these activities.

## Common Out of Scope Activities in proposals:

Activities primarily focuses on sexual harassment

Trainings, conferences, or materials focused primarily on Title IX

Purchase of anonymous web-based reporting systems (excludes law enforcement incident/report databases).

Applications that propose activities that are deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration entirely.



# Unallowable Activities/Costs

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The list of all unallowable costs can be found on pages 19-20 of the Notice of Funding Opportunity (NOFO).

Two common unallowable costs are seen in proposals:

- Tuition reimbursement in lieu of salary for project staff.
- Fundraising.



# Federal Award Information



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# Award Period and Amount

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- The grant award period is for 36 months.
- Awards will be made for **up to \$400,000** for the entire 36 months.
- OVW has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to making an award.



# Types of Applications

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## New

- Applicants that have never received funding or whose previous funding expired on or before June 26, 2024

## Continuation

- Applicants that have an existing or recently closed award (closed after June 26, 2024) under this program.





# Statutory and Program Requirements

## Coordinated Community Response

- Create a coordinated community response (CCR) including both organizations internal and external to the institution and relevant divisions of the institution

## Mandatory Prevention and Education Program

- Establish a mandatory prevention and education program about sexual assault, domestic violence, dating violence, and stalking for all students

## Ongoing Law Enforcement Training

- Provide ongoing training to all campus law enforcement to respond effectively to sexual assault, domestic violence, dating violence, and stalking

## Ongoing Resolution Process Training

- Provide ongoing training to all participants in the resolution process, including the campus disciplinary board, Title IX Coordinator's office, and the student conduct office to respond effectively to situations involving sexual assault, domestic violence, dating violence, and stalking.



# Statutory and Program Requirements

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1. Provide comprehensive, confidential victim services and advocacy.
2. Work closely with OVW Technical Assistance providers throughout the entire project period.
3. Comply with the staffing and other requirements for New and Continuation grantees



# Statutory and Program Requirements (2)

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The following activities are required:

1. Participate in OVW-sponsored training and technical assistance, including the New Grantee Orientation and Training and Technical Institutes.
2. Collect and report performance indicators.
3. Participate in an assessment or evaluation, if OVW conducts one that requires recipient involvement.



# Statutory and Program Requirements (3)

## New Grantees

- Engage in a one-year planning period.
- Participate in the New Grantee Orientation and the Annual Project Directors Call.
- Participate with CCR Team members in a minimum of five OVW-sponsored TA events.
- Support a Project Director at least 0.75 FTE.

**Note:** The Project Director must not be a Title IX Coordinator, victim advocate, or confidential advisor and must not be located in or supervised by the Title IX office or any Title IX position.

## Continuation Grantees

- Participate in Continuation, Annual Project Directors Call, and TA Institutes as directed by OVW.
- Implement new activities beyond statutory and program requirements.
- Support a Project Director at least .50 FTE unless you can provide justification that less time won't impede project implementation.
- Submit an updated strategic plan for OVW review and approval within six months after receipt of the award.
- Implement new activities beyond



# Eligibility Requirements



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## Eligible Entities

**Institutions of higher  
education in the United States  
and U.S. territories**



Private Institutions

Public and State Controlled  
Institutions of Higher Education



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# Eligibility Requirements: Certification Letters



\*An application missing this certification will be required to submit it prior to receiving an award.

\*\*Only applicants proposing to provide legal assistance must submit the delivery of legal assistance certification with the application submission.



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# Required Partnerships

At least one domestic violence, dating violence, sexual assault, or stalking victim services provider within the community or tribe where the institution is located.

At least one criminal justice agency, such as local or tribal law enforcement, prosecutor's office, or court.

Failure to include both external partners will result in the removal of your application from further consideration.





# Key Submission Information



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# Registration

## Two Step Registration

**1. Register with SAM and Grants.gov**

**2. Register with JustGrants**

Refer to the NOFO for more information on the registration process.



# Submission and Notification Information

## Two Step Submission Process

1. Grants.gov: Submit SF-424 and the SF-LLL by July 8, 2025, at 11:59 PM EST

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

2. JustGrants: Submit all remaining application documents by July 10, 2025, at 9:00 PM EST

**Note:** Remember to review the checklist in the NOFO to ensure you have submitted all required documents before finalizing your submission.



# Having Technical Issues with Submission in JustGrants?

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OVW JustGrants Support Desk:  
[OVW.JustGrantsSupport@usdoj.gov](mailto:OVW.JustGrantsSupport@usdoj.gov)

1-866-655-4482



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# Application Components



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# Complete applications contain the following components

Proposal Narrative

Budget Worksheet and Narrative

Memoranda of Understanding (IMOU and EMOU or LOC)

Certification of Eligibility

Certification of Statutory Minimum Requirement

Delivery of Legal Assistance Certification (if applicable)

Certification Regarding Out-of-Scope Activities



# Summary Data Sheet

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- Quick synopsis of key aspects of the proposal.

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- Answer each criterion included.

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- Data is used in the initial review of the application.



# Proposal Narrative

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- This section contains three components: **Purpose of the Proposal, What Will Be Done, and Who Will Implement**
- This section provides the most details about the need for the project, the community to be served, what activities will be conducted during the award period and the expertise, experience, and roles of key staff and partner agencies.
- This section carries a significant point value, so attention to detail is critical for this section.
- This document cannot exceed 20 pages.
- Must be double-spaced.
- Can include charts, which can be single-spaced; however, should not make up most of the narrative portion.





# Purpose of the Proposal

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Describe the need for the project and help reviewers understand your specific campus community needs.

Providing too much  
information

## Common mistakes

Providing  
information that is  
not relevant to the  
proposed project

Not providing enough  
information to be  
responsive to the  
request



# What Will Be Done

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**Detailed information that clearly describes the activities and strategies to support your proposed project.**

Information should be clear and detailed so that reviewers understand how the proposed activities will address the needs identified in the purpose section and meet the program requirements outlined in the NOFO.



# What Will Be Done - Common Mistakes

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Partially answering the criteria listed in the solicitation.

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Not including concrete activities and strategies that will be developed.



# Who Will Implement

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Identify who are the key individuals, departments, and organizations involved in the proposed project.

Demonstrate that the individuals, departments, and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities, therefore, providing details on their expertise and experience is critical here.



# Budget Worksheet and Narrative

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Ensure to include:

- The required time for the Project Director
- The required allocation for technical assistance trainings:  
\$60,000.00
- No more than 20% for Indirect costs: Modified Total Direct Cost
- 20% or more of funding if proposing to develop a victim services program
- No more than 3% for assessment if proposed
- Use the budget format provided in the NOFO



# Memoranda of Understanding

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Applicants must submit two documents: an Internal Memorandum of Understanding (MOU) and an External Memorandum of Understanding (MOU) or Letter of Commitment (LOC) (TCUs).

- The internal MOU represents the relationship between all campus partners.
- The external MOU represents the relationship between the campus and external partners.
  - Letters of Commitment (LOC) represent relationships between the campus and the external partners (TCUs only).
- Must represent a commitment to the full length of the project (36 months).
- Cannot be an existing MOU/LOC. It must be developed at the time of the proposal.
- Signatures should be continuous and can be on multiple pages.
- Must be currently dated.



# Internal Memoranda of Understanding

Provide  
information on  
confidentiality  
and privilege  
restrictions for  
each partner

Describe how each  
partner would  
contribute to the  
project

A single document, signed and  
currently dated by all campus  
partners involved in the project.

Address how privacy  
and informed  
consent will be used  
to ensure victim  
confidentiality



# External Memoranda of Understanding

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Provide a description of information sharing, confidentiality and privilege restrictions for each partner

Address how privacy and informed consent will be used.

Describe the resources how each partner would contribute to the project.

Identify a mechanism for reimbursement by all external partners.

*Must include, at a minimum, both the external victim services organization and criminal justice partner.*





# Memoranda of Understanding Cont.

## Common Mistakes MOUs

- There is no page limit for the MOUs so there is no reason to shorten the details required for each criteria.
- Missing signatures, especially the signatures of the required partners. Every person and/or organization listed in the MOU must sign the MOU in order to be bound by its terms.
- Submitting outdated or existing MOUs that are not developed based on this project.
- Including a clause that partners may withdraw from the project at any time. This raises concerns about the partners' commitment to the project.



# Letters of Commitment (LOC) – TCUs only

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1. A statement of the partner's commitment to the success of the project for the entire award period including their participation in the CCR Team.
2. A description of the roles and responsibilities that the partner will play in the implementation of the project.
3. A description of the resources the partner would contribute to the project, either through time, in-kind contributions, or other resources (e.g., office space, project staff, training).
4. A description of any limitation on information sharing, as well as confidentiality and privilege restrictions for each partner, and state that each partner understands the limits on disclosure of personally identifying information under VAWA (see the confidentiality notice form).
5. A description of how privacy and informed consent will be used to ensure that victim confidentiality is maintained to the extent legally possible.

\*If the TCU applicant is selected for funding, the TCU must submit a signed EMOU by the end of the planning period. ,



# Letters of Commitment (LOC) Cont.

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## Common Mistakes LOCs

- There is no page limit for the LOCs so there is no reason to shorten the details required for each criteria.
- Missing signatures and date.
- Submitting outdated or existing LOCs that are not developed based on this project.
- Including a clause that partners may withdraw from the project at any time. This raises concerns about the partners' commitment to the project.



# Grants Financial Management Division (GFMD)



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# Grants Financial Management Division (GFMD)

## Summary Data Sheet (questionnaire)

- Proof of 501 (c) (3) Status (if applicable)
- Single Audit (threshold and fiscal year)
- IRS three-step safe-harbor procedure— Executive Compensation
- Sample Disclosure Letter
  - Address all four parts

## Pre-Award Risk Assessment (questionnaire)

- Eleven questions; Multiple parts to each question
- **Most Common issues:**
  - Brief list of policies and procedures not provided
  - Budgeted vs. Actual process not provided
  - Record Retention policy not provided
  - Knowledge of rules and regulations



# Grants Financial Management Division (GFMD)

## Resources

- Training for OVW Applicants:
  - <https://www.justice.gov/ovw/resources-applicants>
- Budget Information and Sample Budget Detail Worksheet:
  - <https://www.justice.gov/ovw/media/1326736/dl?inline>
- Creating a Budget:
  - [https://youtu.be/GIW0kCKNhPs?Creating a Budget Webinar=GYue\\_ngoa7-\\_jztK](https://youtu.be/GIW0kCKNhPs?Creating+a+Budget+Webinar=GYue_ngoa7-_jztK)
- 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-notice-of-funding-opportunities>



# Contact Information

OVW GFMD Helpdesk:  
1-888-514-8556  
[OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov)



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# Tips for Submission



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# Tips for Submission

Read the NOFO and submit all required documents.

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There is a clear link between project strategies and activities that address the areas that you have identified in the Purpose of the Application section.

Use the Application Checklist in the NOFO.

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

Submit your application as early as possible to avoid missing the submission deadline.



# Tips for Submission, cont.

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

Print out the application before submitting it to ensure it is formatted correctly and adheres to the page limit requirements.

If your name and contact information are listed as the Application Submitter, please monitor your inbox for correspondence from Grants.gov and JustGrants.



# THANK YOU FOR JOINING

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