

OVW FY19 Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus

Pre-Application Information Session

Thursday, February 14, 2019

OVW FY19 Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus

- ▶ Campus Unit: Rudelle Handy, Senior Program Specialist; Latinisha Lewis Team Lead; and Katherine Mera, Program Specialist
- ▶ Applicants are responsible for reading the solicitation and the solicitation companion guide
- ▶ OVW staff cannot comment on the quality of a proposed project
- ▶ Email questions to ovw.campus@usdoj.gov or call 202.307.6026
- ▶ May be helpful to have the Campus solicitation in front of you for reference

Changes to the FY19 Campus Solicitation

- ▶ Required Partnerships
- ▶ Required FTE
- ▶ External Memorandum of Understanding

Eligibility

- ▶ Eligible applicants are:
 - ▶ Private Institutions of Higher Education
 - ▶ Public and State Controlled Institutions of Higher Education

Eligibility (cont.)

- ▶ Required two certification letters:
 1. Certification of Eligibility
 2. Certification of Minimum Requirements
- ▶ *For consortiums, the two letters are required from each member campus
- ▶ Failure to provide both letters will disqualify an application from further consideration. The signed certification letters must be uploaded as separate attachments in Grants.gov

Deadlines and Registration

- ▶ Applications are due by **11:59 pm (ET) on Thursday, March 14, 2019**
- ▶ Late submissions are **not** accepted except in very limited circumstances. Refer to page 25 of the solicitation for more information.
- ▶ Registering should be started no later than **February 21, 2019**
 - ▶ Obtain a DUNS number
 - ▶ Register with SAM
 - ▶ Register with Grants.gov
 - ▶ Current registered applicants should ensure DUNS number and SAM registrations have not expired
- ▶ Refer to pages 23-24 of the solicitation for more information on the registration process

Submission and Notification Information

- ▶ All applications for the Campus program are submitted through Grants.gov
- ▶ Contact Grants.gov for questions related to the registration or submission process
 - ▶ 1.800.518.4726
- ▶ Pages 10-25 provide information related to the submission process
- ▶ Award decisions will be announced on or about October 1, 2019

Program Description

The Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, 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 sexual assault, domestic violence, dating violence, and stalking on campus

Purpose Areas

The Campus Program has 10 purpose areas. They are listed on pages 1 and 2 of the solicitation. Purpose areas 4, 6, and 7 have additional requirements:

4. To develop, enlarge, or strengthen victim services programs and population specific services on the campuses of the institutions involved, including programs providing legal, medical, or psychological counseling, for victims of domestic violence, dating violence, sexual assault, and stalking, and to improve delivery of victim assistance on campus. To the extent practicable, such an institution shall collaborate with victim service providers in the community in which the institution is located. If appropriate victim services programs are not available in the community or are not accessible to students, the institution shall, to the extent practicable, provide a victim services program on campus or create a victim services program in collaboration with a community-based organization. The institution shall use not less than **20** percent of the funds made available through the grant for a victim services program provided in accordance with this paragraph, regardless of whether the services are provided by the institution or in coordination with community victim service providers.
6. To develop, install, or expand data collection and communication systems, including computerized systems, linking campus security to the local law enforcement for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions with respect to the crimes of domestic violence, dating violence, sexual assault, and stalking on campus.
7. To provide capital improvements (including improved lighting and communications facilities but not including the construction of buildings) on campuses to address the crimes of domestic violence, dating violence, sexual assault, and stalking.

OVW Priority Areas

- ▶ 1. **Reduce violent crime against women and promote victim safety**
 - ▶ 1) collaborate with local law enforcement agencies and/or local criminal justice agencies to incorporate lethality assessments and protocols into their coordinated response strategies and ongoing trainings; AND/OR
 - ▶ 2) create protocols for how the coordinated community response (CCR) team and existing campus behavioral and crisis intervention teams can collaborate to more readily identify repeat offenders and offenders at high risk for committing sexual assault, domestic violence, dating violence, or stalking.

- ▶ 1. **Increase efforts to combat stalking**
 - ▶ To address this priority area, applicants must ensure that 50% or more of proposed grant activities address stalking and must engage in all of the following activities: 1) develop a policy that reflects the unique needs of stalking victims (e.g., code of conduct, student accommodations, no contact order); 2) provide on-going trainings on the misuse of technology and stalking for all campus personnel; and 3) create primary prevention programming on stalking, including cyberstalking.

Activities that Compromise Victim Safety and Recovery

- ▶ OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions
- ▶ Refer to the Solicitation Companion Guide for the list of activities
- ▶ Applications that propose any activities that compromise victim safety and recovery or undermine offender accountability may receive a deduction in points during the review process or may be eliminated from consideration entirely

Out-of-Scope Activities

The list of out-of-scope activities can be found on page 3 of the solicitation. The activities listed below are out of the program scope, and they will not be supported by this program's funding:

- ▶ Research projects (this does not include program assessments conducted only for internal improvement purposes)
- ▶ Projects that focus primarily on alcohol and substance abuse
- ▶ Activities that focus primarily on sexual harassment
- ▶ Education or prevention programs for elementary and secondary students on sexual assault, domestic violence, dating violence, and stalking

Out-of-Scope Activities (cont.)

- ▶ Mandatory self-defense classes or self-defense classes as the only means of providing prevention and education to students
- ▶ Theater performances that do not specifically address sexual assault, domestic violence, dating violence, or stalking
- ▶ Products and/or materials that are not specifically focused on the dynamics of sexual assault, domestic violence, dating violence, and stalking

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

Activities Requiring Prior Approval

The list of activities requiring prior approval can be found on page 4 of the solicitation. The following activities will require prior approval in order to be supported by grant funds:

- ▶ Surveys
- ▶ Renovations, including such minor things as installing lighting (i.e., National Environmental Policy Act (NEPA) compliance)

Unallowable Costs

The list of unallowable costs can be found on page 27 of the solicitation. The activities listed below are unallowable, and costs for them must not be included in applicants' budgets:

- ▶ Lobbying
- ▶ Fundraising
- ▶ Purchase of real property
- ▶ Physical modifications to buildings, including minor renovations (such as installing lighting) without prior approval by OVW through the submission of a detailed Grant Adjustment Notice
- ▶ Construction

Unallowable Costs (cont.)

- ▶ Victim assistance not directly related to the victimization
- ▶ Tuition reimbursement
- ▶ Purchase of anonymous web-based reporting systems or apps for students
- ▶ Incentives for students to participate in mandatory trainings and climate surveys*
- ▶ Support for Title IX investigator or coordinator positions, trainings, conferences, activities, or materials focused primarily on Title IX

*OVW does not discourage incentives for such activities; however, grant funds should not be used for such purposes

Award Period and Amounts

- ▶ Grant award period is for 36 months
- ▶ Tentatively begins October 1, 2019 and ends September 30, 2022
- ▶ Individual Projects (as defined under sub-type): awards will be made for up to \$300,000 for the entire 36 months; or
- ▶ Consortia Projects (as defined under sub-type):
 - ▶ Two to four institutions: awards will be made for up to \$550,000 for the entire 36 months; or
 - ▶ Five or more institutions: awards will be made for up to \$750,000 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

New and continuation applications will be accepted

- ▶ **New:** applicants that have never received funding under this program as a lead institution or whose previous funding expired more than 12 months ago
- ▶ **Continuation:** applicants that have an existing or recently closed (within the last 12 months) award under this program. Continuation funding is not guaranteed
- ▶ Applicants may only submit one proposal (individual or consortium). In addition, for purposes of the Campus Program, satellite or branch campuses are not considered separate institutions. Therefore, an institution with multiple satellite or branch locations should not apply as a consortium applicant
- ▶ Grantees that were awarded a Campus grant in FY 2017 or FY 2018 are **not** eligible to apply for funding in FY 2019

Types of Applications (Sub-Type)

Sub-Type: In addition to new and continuation applications, OVW has determined that applicants for this program must also identify as one of the sub-types listed below:

- ▶ An **individual applicant** is a single institution of higher education that proposes to develop and implement project activities on its own campus
- ▶ A **consortium applicant** involves two or more institutions of higher education working together to implement the project activities. Each institution within the consortium must fully implement the statutory and program requirements on its respective campus. A consortium application must fully describe the relationship among the various entities identified
- ▶ **Note:** Consortium projects must ensure that each participating institution is also eligible to apply

Types of Applications (Sub-Type) cont.

- ▶ Applicants may only submit one proposal (individual or consortium). In addition, for purposes of the Campus Program, satellite or branch campuses are not considered separate institutions. Therefore, an institution with multiple satellite or branch locations should not apply as a consortium applicant
- ▶ While all members of the consortium are equal partners in decision-making and should work in a cooperative and coordinated manner on all project activities, the application should identify one college or university as the entity to receive and administer grant funds (as fiscal entities only) as well as to coordinate all grant-funded consortium activities. As equal partners in this project, each member of the consortium must be consulted before any significant changes or decisions in project goals or budgeting can be made

Required Partnerships

All applicants must include formal partnerships outlined in an EMOU with:

1. At least **one criminal justice agency**, such as a local law enforcement agency, prosecutor's office, or court. **Note:** An applicant with sworn campus law enforcement or campus security officers is required to partner with a criminal justice agency (no longer civil legal assistance provider) from the jurisdiction in which the campus is located. If an applicant has only non-sworn campus law enforcement or security officers, it **must** partner with a local law enforcement agency; **and**
2. At least **one sexual assault, domestic violence, dating violence, or stalking victim service provider** within the community where the institution is located

Mandatory Program Requirements

Refer to the full list on pages 5-8 of the solicitation for additional information on the following mandatory program requirements:

- ▶ Statutory Minimum Requirements
- ▶ Mandatory Program Requirements

Statutory Minimum Requirements

Applicants that receive funding under the Campus Program (grantees) are required to comply with statutory minimum requirements (34 U.S.C. § 20125(d)(3)(A)-(D)). All grantees must:

1. Create a coordinated community response (CCR) including both organizations external to the institution and relevant divisions of the institution
2. Establish a mandatory prevention and education program about sexual assault, domestic violence, dating violence, and stalking for all incoming students (i.e., first year and transfer)
3. Train all campus law enforcement to respond effectively to sexual assault, domestic violence, dating violence, and stalking
4. Train all participants in the disciplinary process, including members of campus disciplinary boards and investigators, to respond effectively to situations involving sexual assault, domestic violence, dating violence, and stalking

Mandatory Program Requirements

Campus Program grantees also must comply with the following additional mandatory program requirements:

1. Implement universal prevention strategies that include:
 - An ongoing prevention program on sexual assault, domestic violence, dating violence, and stalking for the entire campus community; **and**
 - A bystander intervention program for all students
2. Providing confidential victim services and advocacy
3. Working closely with OVW TA providers throughout the entire project period

Mandatory Program Requirements (cont.)

- ▶ New grantees must:
 - Participate in a mandatory New Grantee Orientation
 - Participate in mandatory Training and Technical Assistance Institutes
 - Support a Project Coordinator who is at least a .75 FTE. (For a Consortia project, there should be one Project Coordinator supported at least 75% to oversee the project. Additionally, there should be a Project Coordinator on every campus included in the consortium, even if they are not funded by the grant). **Note:** Due to potential conflicts of interest, a Project Coordinator cannot be a Title IX Coordinator or victim advocate and cannot be supervised by the Title IX office

Mandatory Program Requirements (cont.)

- ▶ Continuation grantees must:
 - Participate in a mandatory New Grantee Orientation
 - Participate in Training and Technical Assistance Institutes as directed by OVW
 - Support a Project Coordinator who is at least a .50 FTE (or provide a justification in the project narrative for dedicating less than 50% of an FTE)

Application and Submission Information

- ▶ Summary Data Sheet
- ▶ Project Narrative
 - ▶ Purpose of Application
 - ▶ What Will Be Done
 - ▶ Who Will Implement
- ▶ Budget and Budget Narrative
- ▶ Memorandum of Understanding (Internal and External)

Application and Submission Information

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Memorandum of Understanding (Internal)

- ▶ Each individual or consortium applicant must include an IMOU, which represents a partnership with different departments, offices and entities within the institution of higher education). Each applicant must provide an IMOU that is current (dated during the development of the proposal) and includes signatures, titles, and dates from all partners.
- ▶ The IMOU must be signed by an authorized representative of the institution(s) of higher education (the president(s), provost(s), and/or chancellor(s) of the institution(s) of higher education) and the chief executive officers and/or directors of all participating partner entities within the institution(s).
- ▶ Please see page 18 of the solicitation for additional information regarding IMOU requirements.

Memorandum of Understanding (External)

- ▶ Each individual applicant must include one EMOU for the entire project. Each consortium applicant must include one EMOU from each participating institution. These MOUs must represent partnerships with community-based organizations and agencies in the local or neighboring jurisdiction that are not affiliated with the institution(s) of higher education. At a minimum, the EMOU must include both a victim service provider and at least one criminal justice agency as mandatory partners.
- ▶ The EMOU must be a single document that is current (i.e., signed and dated during the development of the proposal) and includes signatures and titles for all signatories, as well as the name of the institution of higher education. The signatories must be the authorized representative of the institution (the president, provost, and/or chancellor) and the chief executive officer and/or director of the victim service provider, the criminal justice agency, and other community partners.
- ▶ Please see page 19 of the solicitation for additional information regarding IMOU requirements.

Tips to Assist with Submitting a Strong and Responsive Application

- ▶ Read the Solicitation in its entirety
- ▶ Utilize the resources linked in the solicitation such as the Solicitation Companion Guide
- ▶ Applications must include a project narrative, a budget and budget narrative, and the required MOUs
- ▶ MOUs that do not contain signatures are considered incomplete
- ▶ Utilize the Application Checklist when submitting application
- ▶ Plan ahead and give yourself time to develop application

Tips to Assist with Submitting a Strong and Responsive Application (Cont.)

- ▶ Submit application as far in advance of the deadline as possible
- ▶ Make the application easy to read and follow for all of the reviewers
- ▶ Print out your application before submitting
- ▶ Number the pages in the application, specifically the project narrative, budget, and MOUs
- ▶ Monitor your email for alerts that application was submitted successfully or rejected

Common Errors

Common errors that may result in point deductions or your application being removed from consideration for funding:

- ▶ Not an eligible applicant
- ▶ Submitting substantially incomplete applications
- ▶ Missing required partners
- ▶ Unsigned MOUs
- ▶ Missing one or both certification letters
- ▶ Missing one or both certification letters from all consortium partners
- ▶ Not providing the information required
- ▶ Providing information in the wrong section
- ▶ Lack of demonstrated experience and expertise
- ▶ Not specific to, or about, the needs of survivors of sexual assault, domestic violence, dating violence and/or stalking

OVW Contacts

- ▶ Questions about the Campus Solicitation
 - ▶ OVW.campus@usdoj.gov
- ▶ Questions related to the budget or financial aspects of the Campus Solicitation
 - ▶ OVW.gfmd@usdoj.gov