



U.S. Department of Justice
Office on Violence Against Women (OVW)

OVW Fiscal Year 2019 Alaska Full Faith and Credit Training and Technical Assistance Initiative Call for Concept Papers

Release Date: on or about July 22, 2019

Eligibility

Eligible applicants are generally limited to: **National, tribal, statewide, or other nonprofit organizations with the capacity to provide statewide training and technical assistance in Alaska and expertise working with Alaska Native villages.**
(See "[Eligibility Information](#)")

Deadlines

Applications are due by 11:59 p.m. Eastern Time (E.T.) on September 2, 2019.
(See "[Submission Dates and Times](#)")

Registration Information: To submit an application, all applicants must obtain a Data Universal Number System (DUNS) Number and register online with the System for Award Management (SAM) and with [Grants.gov](#). To ensure sufficient time to complete the registration process, applicants must obtain a DUNS Number and register online with SAM and with [Grants.gov](#) immediately, but no later than August 19, 2019.

(See "[Registration](#)")

Federal Award Information:

Funding Type:	Cooperative Agreement
Estimated Total Funding:	\$275,000
Expected Number of Awards:	1
Award Ceiling:	\$275,000
Award Floor	N/A
Average Projected Award Amount:	\$275,000
Letter of Intent Due:	August 19, 2019
Application Due:	September 2, 2019
Anticipated Start Date:	November 1, 2019
Length of Project Period:	24 months

OVW Alaska Full Faith and Credit Training and Technical Assistance Initiative

(CFDA 16.526)

A. Program Description

Overview

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice (DOJ). 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 sexual assault, domestic violence, dating violence, and stalking. OVW grants support coordinated community responses to hold offenders accountable and serve victims.

Project Background

On June 28, 2019, Attorney General William P. Barr declared a law enforcement emergency in rural Alaska. He directed DOJ to deploy additional resources to respond to this emergency. Alaska is home to some of the most remote communities in all of America, including 229 federally recognized tribes. This geographic isolation contributes to law enforcement problems not seen anywhere else in our nation. The lack of law enforcement resources results in a high violent crime rate, especially in Alaska Native communities.

In response to the emergency declaration, OVW will award one grant for \$275,000 through its Alaska Full Faith and Credit Training and Technical Assistance Initiative for training and technical assistance for state and local law enforcement, prosecutors and other government attorneys, and court personnel on enforcement of tribal protection orders. In addition, the grantee will provide training and technical assistance for tribal courts and communities on issuance and enforcement of protection orders.

Statutory Authority

This program is authorized by 34 U.S.C. 12291(b)(11).

About the OVW Alaska Full Faith and Credit Training and Technical Assistance Initiative

Included in VAWA legislation is the full faith and credit provision (18 U.S.C. § 2265), which provides that states, tribes, and territories (the enforcing jurisdictions) must enforce a qualifying protection order from outside the enforcing jurisdiction as if the protection order had been issued by the enforcing jurisdiction. The enforcing jurisdiction cannot require registration of the order, or notification of such registration to a respondent, as a prerequisite for enforcement. During OVW's Annual Tribal Consultations, many tribes, including Alaska tribes, have expressed concern about a lack of state enforcement of tribal protection orders. The purpose of this initiative is to improve enforcement of tribal protection orders and thereby enhance the safety of victims in Alaska Native villages by providing technical assistance and training to tribes, state and local law enforcement, prosecutors, and government attorneys, and courts.

Program Scope

Activities supported by this initiative are determined by statute, federal regulations, and OVW policies. If an applicant receives an award, the funded project is bound by the provisions of this solicitation, the [DOJ Financial Guide](#), including updates to the guide after an award is made, the

section of the [Solicitation Companion Guide](#) entitled “Post-Award Requirements for All Federal Award Recipients,” and the conditions of the award. All applicants must propose activities to serve the current and potential grant or sub-grant recipients of one or more OVW grant programs. OVW cannot support projects focusing on entities or individuals that are not eligible to receive funding, services, training, or other resources through any of OVW’s grant programs.

Purpose Areas

In FY 2019, funds under the Alaska Full Faith and Credit Training and Technical Assistance Initiative (the Alaska Full Faith and Credit Initiative) must be used to improve the enforcement of tribal protection orders in Alaska. Applications should propose the following activities:

1. Training and technical assistance for state and local law enforcement, prosecutors and other government attorneys, and court personnel on enforcement of tribal protection orders.
2. Training and technical assistance for tribal courts and communities on issuance and enforcement of protection orders.

Activities that Compromise Victim Safety and Recovery and Undermine Offender Accountability

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. Information on activities that compromise victim safety and recovery and undermine offender accountability may be found in the [Solicitation Companion Guide](#).

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. Any application selected for funding will include an award term prohibiting use of funds for activities that compromise victim safety and recovery or undermine offender accountability.

Out-of-Scope Activities

The activities listed below are out of the program scope, and they will not be supported by this program’s funding.

1. Research projects (This does not include assessments conducted only for internal improvement purposes (up to three percent of the award). For information on distinguishing between research and assessments, see the heading on this topic in the [Funding Restrictions](#) section of this solicitation and the [Solicitation Companion Guide](#).)
2. Direct victim services and justice system interventions - OVW’s Alaska Full Faith and Credit Initiative funds are intended to support educational and training opportunities and technical assistance for current and potential OVW grantees and sub-grantees. They are not meant to support law enforcement activities, legal representation, direct services, or other interventions.

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

Activities listed below will require prior approval in order to be supported by grant funds.

1. Surveys, whether conducted as part of a program or needs assessment, or for any other purpose. Prior approval is necessary to determine whether the activity is within the scope of the award and meets the requirements of the Paperwork Reduction Act.
2. Training events, including conferences, meetings, roundtables, and on-site trainings.

B. Federal Award Information

Availability of Funds

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. There is no guarantee that funds will be available in the future. OVV may elect to make awards in a future fiscal year for applications submitted under this solicitation but not selected for FY 2019 funding, depending on the merits of the applications and the availability of funding.

Award Period and Amounts

The award period is 24 months. Budgets must reflect 24 months of project activity, and the total "estimated funding" on the SF-424 must reflect 24 months. The award period will start on November 1, 2019.

OVV estimates that it will make one award for an approximately \$275,000.

OVV has the discretion to make an award for a greater or lesser amount than requested and to negotiate the scope of work and budget with applicants prior to making an award.

The award will be made as a cooperative agreement. Cooperative agreements are awards under which OVV expects to have ongoing substantial involvement in award activities. For this initiative, the substantial involvement includes, but is not limited to, participating in project meetings, developing and approving final agendas, reviewing and approving faculty, products, and curricula, and identifying participants for training and technical assistance activities. Award recipients must be willing to work closely with OVV on the implementation of their proposed project, and be willing to modify project activities at OVV's request in order to address the needs of existing grantees and/or emerging issues.

Mandatory Program Requirements

Applicants that receive funding under this initiative will be required to engage in the following activities in addition to conducting training under both of the purpose areas described above:

1. Recipients must participate in OVV-sponsored training and technical assistance.
2. All applicants for the FY 2019 Alaska Full Faith and Credit Initiative must include a planning period with their OVV program specialist and project partners. The planning period must include a process for tribes in Alaska to provide input regarding challenges they have experienced in getting protection orders enforced.

C. Eligibility Information

Applications that are submitted by ineligible entities or that do not meet all initiative eligibility requirements will not be considered for funding. In addition, an application that is deemed deficient in one or more of the following categories may not be considered for funding: 1. [activities that compromise victim safety](#), 2. [out-of-scope activities](#), 3. [unallowable costs](#), 4. [Pre-](#)

[Award Risk Assessment](#), 5. [completeness](#), and 6. [timeliness](#). Further, an applicant with [past performance issues](#), long-standing open audits, or an open criminal investigation also may not be considered for funding.

Eligible Applicants

Eligible entities for this initiative are national, tribal, statewide, or other nonprofit organizations. Faith-based and community organizations that meet the eligibility requirements are eligible to receive awards under this solicitation.

The applicant must meet all three of the criteria listed below:

1. Expertise and experience regarding protection order creation, issuance, and enforcement, including the requirements of VAWA's full faith and credit provision;
2. At least three years of experience providing legal training and technical assistance; and
3. Experience working with Alaska tribes and knowledge of the specific issues facing Alaska tribes in creation, issuance, and enforcement of tribal protection orders.

Note: These requirements may be met through subrecipients (also known as "partners"). The required expertise and experience must be documented in the Who Will Implement section of the Concept Paper Narrative and in the Letter of Qualification and/or Letters of Intent to Collaborate.

Nonprofit Organization Requirement – Offshore Accounts

Any nonprofit organization that holds money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code is not eligible for a grant from this initiative. See 34 U.S.C. § 12291(b)(16)(B)(ii).

Cost Sharing or Matching

This initiative has no match or cost sharing requirement.

Limit on Number of Applications

OVW will consider only one application per organization in response to this solicitation. If an applicant submits multiple applications, OVW will review only the most recent system-validated version submitted before the deadline.

D. Application and Submission Information

Address to Request Application Package

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

Content and Form of Application Submission

The information below ("Letter of Intent through "Additional Required Information") describes the full content and form of application submission. For a complete checklist of required contents, see the "[Other Information](#)" section in this solicitation.

Letter of Intent

Applicants intending to apply for FY 2019 funding under this initiative are strongly encouraged to submit a Letter of Intent. The letter should state that the applicant is registered and current with

SAM and with [Grants.gov](https://www.grants.gov). The letter should be submitted to OVW at lucille.moran@usdoj.gov by 11:59 p.m. August 19, 2019. This letter will not obligate the applicant to submit an application. See <https://www.justice.gov/ovw/resources-applicants> for a sample Letter of Intent.

Formatting and Technical Requirements

Applications must follow the requirements below. Pages that contain blurred text, or text that is too small to read comfortably may be removed. Points may be deducted for applications that do not adhere to the formatting requirements.

1. Applications must be double-spaced (charts may be single spaced).
2. Applications must be formatted on 8 ½ x 11 inch paper with one inch margins.
3. Applications must be in Times New Roman (TNR), 12-point font, except for footnotes, which may be TNR 10-point font.
4. Applications must have page numbers.
5. Concept Paper Narrative may be no longer than 15 pages.
6. OVW accepts documents in Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).
7. The Concept Paper Narrative must contain the following headings: Purpose of Concept Paper, What Will be Done, Who Will Implement the Project, and Performance Measures.

Application Contents

Applications must include the following required documents and demonstrate that the initiative eligibility requirements have been met. Applications that do not include the documents in bold will be considered substantially incomplete and will not be considered for funding.

1. Summary Data Sheet
2. Proposal Abstract
3. **Concept Paper Narrative**
4. **Letters of Intent to Collaborate and/or Letter of Qualification**

Summary Data Sheet (5 Points Total)

The Summary Data Sheet should be one to four pages and must be double spaced. The Summary Data Sheet does not count toward the 15-page limit for the Concept Paper Narrative.

Provide the following information:

1. Name, title, address, telephone number, and e-mail address of the Authorized Representative (individual with authority to accept grants on behalf of the applicant).
2. Name, title, address, telephone number, and e-mail address for the programmatic point-of-contact. This person must be an employee of the applicant who has involvement in the grant project.
3. Statement as to whether the applicant (the organization with the DUNS number listed in the application) will issue subawards **without any other involvement in the project**. The applicant must be an eligible entity and is responsible for meeting all award requirements.
4. Statement as to whether the applicant has expended \$750,000 in federal funds in the applicant's past fiscal year. If so, specify the end date of the applicant's fiscal year.
5. Summary of current and pending OVW grants (if applicable). If the applicant has a current grant or cooperative agreement under any OVW grant program or an award that has been closed within the last 12 months from the date this solicitation closes, the information must be provided in a table using the sample format found on the OVW website <https://www.justice.gov/ovw/resources-applicants>. Failure to provide the

required table will result in a loss of points. The applicant should also provide the same information regarding any current OVV grants or pending applications on which the applicant is a subrecipient.

6. A list of all other federal grant programs from which the applicant currently receives funding or for which it has applied for funding in FY 2019 **to do similar work**. Provide this information in a table using the sample format found on the OVV website <https://www.justice.gov/ovv/resources-applicants>.
7. A list of all current and pending non-federal grants for which the applicant currently receives funding or for which it has applied for funding in FY 2019 **to do the same work**. Provide this information in a table using the sample format on the OVV website <https://www.justice.gov/ovv/resources-applicants>.
8. Statement as to whether the applicant is a nonprofit organization that holds money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code.
9. Statement as to whether the applicant is a nonprofit organization that uses the Internal Revenue Service's three-step safe-harbor procedure to establish a rebuttable presumption that its executives' compensation is reasonable. If the applicant is not a nonprofit organization or is a nonprofit that does not use the safe-harbor procedure, provide a statement to that effect. For additional information about the safe-harbor procedure, see "Disclosure of Process Related to Executive Compensation" in the [Additional Required Information](#) section.
10. The title of the proposed project.
11. If the applicant should choose to work with subrecipients, a list of all potential subrecipients (organization names and/or individual consultants) and the estimated funding amount requested for each.

Proposal Abstract (not scored)

The Proposal Abstract must provide an executive summary (no more than two pages double-spaced) of the proposed project, including names of applicant and potential subrecipients, vision and outcomes for the project, primary activities, products and deliverables, the service area, and who will benefit. Applicants must not summarize past accomplishments in this section.

Concept Paper Narrative (80 Points Total)

The Concept Paper Narrative may not exceed 15 pages in length, double-spaced. The Concept Paper Narrative must include the following four sections:

Purpose of Concept Paper (20 points)

This section must:

1. Describe the need for the project, including the challenges and knowledge gaps in full faith and credit enforcement of protection orders in Alaska;
2. Describe the intended audience for the project and the relationship between the intended audience and the stated area of need;
3. Describe current or previous technical assistance efforts to address the challenges and knowledge gaps in full faith and credit enforcement of protection orders in Alaska;
4. Describe the expected impact that the proposed project will have on each of the identified challenge(s) and knowledge gap(s) and the target audience(s); and
5. Explain the expected measurable outcome of the project.

What Will Be Done (25 points)

The concept paper must provide a clear link between the proposed activities and the need identified in the "Purpose of Concept Paper" section above.

This section must:

1. Explain the project vision, goals and objectives;
2. Provide a detailed description of the activities that will be undertaken to accomplish the project vision, goals and objectives, including a planning process;
3. Describe how the applicant will ensure timely delivery of training and technical assistance in Alaska, including to remote villages;
4. Describe how the project will reach state law enforcement officers, prosecutors and other government attorneys, and courts to train them on creation, issuance, and enforcement of tribal protection orders;
5. Describe how the project will reach tribal courts and communities to train them on creation, issuance, and enforcement of protection orders entitled to full faith and credit;
6. Justify why the chosen technical assistance delivery methods are appropriate for the target audience or profession as well as for the goals and objectives;
7. Provide a corresponding timeline for the completion of each activity and product to be developed. Include in the timeline the estimated number of each deliverable (e.g., number of trainings, webinars, and on-site technical assistance opportunities) and a planning period with OVV and any subrecipients;
8. Provide a justification of the estimated number of individuals, agencies, and/or jurisdictions that would receive training and technical assistance under this project;
9. Describe how the proposed project will be accessible to individuals with disabilities, individuals who are Deaf or hard of hearing, and persons with limited English proficiency; and
10. If the concept paper includes developing a product or participating in another program, describe the dissemination or implementation method/plan for each proposed product or program.

Who Will Implement the Project (30 points)

This section must:

1. Identify the key individuals and organizations involved in the proposed project (including the applicant and any subrecipients), and describe the role of each individual and organization;
2. Provide the percentage of time each key individual will devote to the project, and the specific activities in which each individual will participate;
3. Provide the qualifications and experience of the key individuals and consultants, including their experience providing technical assistance and/or training and their expertise on enforcement of protection orders;
4. Describe how the applicant and any subrecipients will meet the experience and expertise eligibility criteria from page five;
5. Describe any experience or expertise that the applicant and/or subrecipients possess with regard to Alaska state laws, policies, law enforcement, prosecutors, and courts;
6. If the applicant proposes on-site technical assistance, describe the capacity and experience to do so; and

7. If an applicant proposes to hold any in-person meetings, which necessitate logistical planning, the application must indicate if an outside planner will be hired. If no outside planner will be hired, the application must document that the applicant or a subrecipient is the most cost-effective means of obtaining conference logistical services.

Performance Measures (5 points total)

Describe how the applicant will assess the project's progress, the quality and utility of the training and technical assistance deployed, and the potential impact of the training and technical assistance on practices and policies with regard to creation, issuance, and enforcement of protection orders in Alaska.

Letters of Intent to Collaborate or Letter of Qualification (15 Points Total)

If the applicant meets all three of the expertise and experience criteria described on page five, then it can provide a Letter of Qualification. If the applicant chooses to meet any of these criteria through one or more subrecipients, then the applicant will need to provide Letters of Intent to Collaborate from all subrecipients. If the applicant meets some of the criteria and is choosing to meet some through subrecipients, then it should provide both a Letter of Qualification and Letters of Intent to Collaborate.

Letter of Qualification

If the applicant meets any of the expertise and experience criteria described above, then it should provide a letter, signed by the [Authorized Representative](#) of the applicant, during the development of the application. The letter must include the following:

1. The number of years of experience that the applicant possesses in providing training and technical assistance;
2. If there are measurable outcomes to their success as a technical assistance provider;
2. The subject matter and audiences of the technical assistance provided by the applicant;
3. The applicant's background and experience regarding protection order creation, issuance, and enforcement, including the requirements of VAWA's full faith and credit provision; and
4. The applicant's experience with and knowledge of tribes in Alaska, including expertise on the issues facing Alaska tribes in protection order creation, issuance, and enforcement.

Letters of Intent to Collaborate

If the applicant is using one or more subrecipients to meet the expertise and experience criteria, it must provide Letters of Intent to Collaborate from each subrecipient. Letters must be signed and dated by the [Authorized Representative](#) of each proposed subrecipient during the development of the application. The letters must provide:

1. The number of years of experience that the subrecipient possesses in providing training and technical assistance (if applicable);
2. If the subrecipient has measurable outcomes of success of their work;
3. The subject matter and audiences of the technical assistance provided by the subrecipient (if applicable);
4. The subrecipient's background and experience regarding protection order creation, issuance, and enforcement, including the requirements of VAWA's full faith and credit provision (if applicable);
5. The subrecipient's experience with and knowledge of tribes in Alaska, including expertise on the issues facing Alaska tribes in protection order creation, issuance, and enforcement (if applicable);

6. A brief history of the collaborative relationship between the applicant and the subrecipient;
7. The roles and responsibilities the subrecipient will assume to ensure the success of the proposed project; and
8. The subrecipient's intention to collaborate with the applicant and any other partners to carry out the project.

If an applicant selected for funding is meeting the expertise and experience criteria through one or more subrecipients, the applicant will be required to develop and fully execute a Memorandum of Understanding (MOU) during the planning period of the award, which will be an expected award deliverable.

Additional Required Information

The following documents will not be scored during the review process but they must be included with the application. Failure to include any of the information may result in the application being removed from consideration for funding. Some documents will be generated during the application submission process while other documents will be uploaded and attached to the application.

The following documents will be generated and completed during the application submission process:

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 online. For "Type of Applicant," do not select "other." The amount of federal funding requested in the "Estimated Funding" section of this form must match the amount of federal funding requested in the budget section of the application package. This initiative does not require a match; therefore, the values for the Applicant line should be zero. The individual who is listed in "**Authorized Representative**" must be an individual who has the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)

Carefully review the assurances and certification forms online. Applicants will receive a request to compile these forms online during the application submission process. All applicants must complete the *Disclosure of Lobbying Activities* (SF-LLL) form. Applicants that expend any funds for lobbying activities must provide the detailed information requested on the form. Applicants that do not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields.

*The following documents must be uploaded and attached **separately** to the application:*

Applicant Financial Capability Questionnaire (if applicable)

All nonprofit, nongovernmental organizations that apply for funding from OVW and have not previously (or within the last three years) received funding from OVW must complete an Applicant Financial Capability Questionnaire. In addition, applicants may be required to submit their current year's audit report at a later time. The questionnaire can be found at <https://www.justice.gov/ovw/file/866126/download>.

Confidentiality Notice Form

Each applicant must respond to the questions below. 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 applicant being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item. This section of the application should be no more than four pages.

1. Will all funds awarded under this initiative 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. §§ 200.333-200.337.
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. §§ 200.330-200.332)? 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

Complete Application Submission Process	Grants.gov	11:59 p.m. Eastern Time (E.T.) on September 2, 2019
Confirmation of Application Receipt	<ol style="list-style-type: none"> 1. Authorized Organization Representatives (AORs) should closely monitor their email for any notification from Grants.gov about a possible failed submission. The AOR is a user role within Grants.gov for a user who is authorized to submit applications on behalf of the organization. 2. The AOR should receive a minimum of two emails from Grants.gov. One will confirm receipt of the application package. The other will contain either a notice that the application was successfully submitted or a notice that there was an error with the application submission. <p>OVW does not send out these notifications, nor does OVW receive a copy of these notifications. It is the responsibility of the applicant to notify OVW of any problems with the application submission process.</p>	Submitting the application at least 48 hours before the application deadline of 11:59 p.m. Eastern Time (E.T.) on September 2, 2019 will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the deadline.

OVW Policy on Late Submissions

Applications submitted after **11:59 p.m. E.T.** on September 2, 2019 will not be considered for funding, unless the applicant receives OVW permission to submit a late application. In limited circumstances, OVW will approve a request to submit an application after the due date. The charts below provide a description of the circumstances under which OVW will consider such requests. OVW’s approval of a late submission request is not an indication of the application’s final disposition. Applications approved for late submission are still subject to all of the review process and criteria described in this solicitation.

Failure to begin registration or application submission by the deadlines stated in the chart above is not an acceptable reason for late submission. To ensure fairness for all applicants, OVW requires that applicants requesting late submission adhere to the following:

Severe Inclement Weather or Natural Disaster	
<ol style="list-style-type: none"> 1. Document when the severe inclement weather or natural disaster occurred, the impacted area, and the specific impact on the applicant (e.g., without power for “x” days, office closed for “x” days). 2. Contact OVW at the earliest possible date and provide the information described in #1. 	OVW may not be able to accommodate all requests resulting from severe inclement weather or a natural disaster.

<p>3. Contact OVW at least 24 hours prior to the application deadline to request a late submission. Applicants impacted by severe inclement weather or a natural disaster occurring on the deadline must contact OVW within 72 hours after the due date or as soon as communications are restored.</p>	
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Experiencing Technical Difficulties Beyond the Applicant's Reasonable Control		
Issue	Applicant Action	OVW Policy
<p>Issue with SAM or Grants.gov Registration</p>	<ol style="list-style-type: none"> 1. Register and/or confirm existing registration at least 3 weeks prior to the application due date to ensure that the individual who will be submitting the application has SAM and Grants.gov access and is the person registered to submit on behalf of the applicant. 2. Maintain documentation of when registration began, any issues related to registration, and all communication with technical support. 3. Notify OVW as soon as the applicant becomes aware of a problem with registration but no later than 14 days before the application due date. 	<p>Failure to begin the SAM or Grants.gov registration process in sufficient time (i.e., by the date identified in this solicitation) is not an acceptable reason for late submission.</p>
<p>Experiencing Unforeseeable Technical Difficulties During the Application Submission Process</p>	<ol style="list-style-type: none"> 1. Document when the applicant began the submission process. 2. Contact Grants.gov for technical support at least 24 hours prior to the application deadline. 3. Maintain documentation of all communication with Grants.gov support. 4. Contact the POC for this initiative at Lucille.moran@usdoj.gov indicating that the applicant is experiencing technical difficulties and would like permission to submit a late application. Provide a telephone number and/or 	<p>Common foreseeable technical difficulties for which OVW will not approve a late submission requests include:</p> <ol style="list-style-type: none"> a. Using an outdated version of Adobe Acrobat; and b. Attachment rejection. <p>Through Grants.gov, OVW can confirm when submission began. Applicants who start the submission process less than 24 hours before the deadline will not be considered for late submission.</p>

