

OVW FY 2021

Grants to Tribal Governments to Exercise Special
Domestic Violence Criminal Jurisdiction
(Tribal Jurisdiction Program)

PRE-APPLICATION INFORMATION SESSION



General Information

Solicitation

- <https://www.justice.gov/ovw/open-solicitations>

Where to apply? 2-step process

- www.Grants.gov – Submit SF-424 and SF-LLL
 - CFDA Number: 16.025
 - Grants.gov Opportunity Number: O-OVW-2021-38008
- www.JusticeGrants.gov – Submit complete application package

Resources for Applicants

- www.justice.gov/ovw/how-apply
- www.justice.gov/ovw/resources-applicants

JustGrants Application

Submission Training

- <https://justicegrants.usdoj.gov/training-resources/justgrants-training/application-submission#nk07i9>

Application Deadlines

Grants.gov
11:59 PM Eastern time
March 26, 2021

JustGrants
11:59 PM Eastern time
March 30, 2021

About the OVW Tribal Jurisdiction Program

- Created in FY 2016.
- Currently funding 30 tribes – 13 of which are exercising the jurisdiction.
- Program is designed to assist Indian tribes, with jurisdiction over Indian country, to plan for and exercise Special Domestic Violence Criminal Jurisdiction (SDVCJ).
- Provides monetary and technical assistance support for activities across the planning, implementation, and exercising phases.
- The program encourages collaborations and coordinated involvement of the entire tribal criminal justice system including victim service providers.
- For FY 2021, two solicitations – this one and the Tribal Jurisdiction: Targeted.

Purpose Areas

1. To **STRENGTHEN TRIBAL CRIMINAL JUSTICE SYSTEMS** to assist Indian tribes in exercising SDVCJ, including:
 - A) law enforcement.
 - B) prosecution.
 - C) trial and appellate courts.
 - D) probation systems.
 - E) detention and correctional facilities.
 - F) alternative rehabilitation centers.
 - G) culturally appropriate services and assistance for victims and their families.
 - H) criminal codes and rules of criminal procedure, appellate procedure, and evidence.
2. To provide **LICENSED DEFENSE COUNSEL** for indigent criminal defendants.
3. To ensure that **JURORS ARE SUMMONED, SELECTED, AND INSTRUCTED** consistent with requirements.
4. To accord victims **CRIME VICTIM'S RIGHTS**.

Range of Activities



- Criminal Justice System Needs Assessment
- Strategic Planning
- Project Staffing including recruitment, background checks, salary, fringe, supplies
- Leadership & Staff Training



Activities Moving toward Implementation

- Code Development/Revision
- Policy & Procedure Development/Revision
- Code Publication
- Public Notification
- Infrastructure Needs, including minor renovations
- Leadership & Staff Training



- Prosecuting SDVCJ Cases
- Indigent Defense Counsel
- Incarceration Costs
- Jury Costs
- Medical Care for SDVCJ Defendants
- Pre-Trial/Post-Conviction Supervision
- Evaluation
- Leadership & Staff Training

More on Activities

- Activities that Compromise Victim Safety and Recovery and Undermine Offender Accountability – see the OVW FY 2021 Solicitation Companion Guide <https://www.justice.gov/ovw/resources-applicants>
- Out-of-Scope Activities
 - Research projects.
 - Absent a change in applicable law - Prosecuting cases of sexual assault that do not involve spouses, intimate partners, or dating partners.
 - Absent a change in applicable law - Prosecuting cases that do not involve domestic violence, dating violence, and/or violations of a protection order.
 - Purchase or lease of vehicles.
- Activities Requiring Prior Approval
 - Surveys
 - Minor Renovations

Federal Award Information

Funding Type:	Grant
Estimated Total Funding:	\$3,400,000
Expected Number of Awards:	10
Award Ceiling:	New – \$450,000 Continuation – \$300,000
Length of Award Period:	New – 36 months Continuation – 24 months

At the end of the initial 36-month award period, grantees may be eligible to receive 24 months of additional funding to continue their projects.

Eligibility

- Indian tribal governments that have jurisdiction over Indian country.
- **NEW:** Applicants that have never received funding under this program and tribes that received funding under this program in FY 2016.
- **CONTINUATION:** Current grantees that received new awards under this program in FY 2017 or FY 2018 are eligible to apply for 24 months of funding to continue the current project.
 - Current grantees that are exercising SDVCJ and are only seeking support for discrete costs associated with exercising SDVCJ may choose to apply for continuation funding under this solicitation or the Grants to Tribal Governments to Exercise Special Domestic Violence Criminal Jurisdiction: Targeted Support for Exercising Tribes Solicitation.

******* Continuation applicants with 50% or more of funds remaining in the existing award, as of March 31, 2021, may not be considered for funding, or may receive a reduced award amount if selected for funding in FY 2021.

Program Requirements – Post-award

- **ITWG** and OVW-sponsored training and technical assistance participation.
- **Planning period** which includes submitting grant documentation that is not being required at the time of application.
- Submission and approval of the **SDVCJ readiness certification**, if applicable.
- **MOU/IMOU** required partners:
 - Tribal Leadership
 - Tribal Court
 - Prosecutor
 - Law Enforcement
 - Tribal Attorney/General Counsel
 - Victim Services Provider

Application Contents

Items in **Blue** will be submitted as web-based forms during the on-line application processes.

Items in **Purple** use data in Grants.gov to pre-populate web-based forms in JustGrants. Applicants will need to confirm the data is correct before submitting.

Items in **Orange** must be prepared external to Grants.gov and JustGrants.

Grants.Gov by March 26, 2021	JustGrants by March 30, 2021	Application Documents Required Prior to Funds Being Released
<ul style="list-style-type: none">• Application for Federal Assistance: SF 424• Disclosure of Lobbying Activities: SF-LLL	<ul style="list-style-type: none">• JustGrants 424• General Agency Information• Proposal Abstract• Proposal Narrative• Budget Detail Worksheet and Narrative• Pre-Award Risk Assessment• Data Requested with Application• Document Demonstrating Authority to Apply• DOJ Standard Assurances• Disclosure of Duplication in Cost Items• DOJ Certifications	<ul style="list-style-type: none">• Indirect Cost Rate Agreement• Letter of Nonsupplanting• Confidentiality Notice Form• Project staff job descriptions / resumes

Application Components - Walkthrough

GRANTS.GOV SF-424 AND DISCLOSURE OF LOBBYING ACTIVITIES

- Review pages 13-14 of the solicitation for detailed instructions.
- The amount entered in “Estimated Funding” must match the amount of federal funding requested in the budget section of the application.
- The person listed as **“Authorized Representative”** must be an individual that has the authority to accept grant awards on behalf of the tribe.

JUSTGRANTS 424 AND GENERAL AGENCY INFORMATION

- Pre-populated web-based forms utilizing data entered in Grants.Gov during the first step of the application process.
- Will need to add some additional information and confirm the accuracy of the data prior to submitting

Application Components - Walkthrough

PROPOSAL ABSTRACT – 5 POINTS

- Entered into a text field in JustGrants.
- Summary of the proposed project – who, what, where, when, and how.
- Do not summarize past accomplishments in this section.
- **TIP: Template language provided in the solicitation.** Just replace the text between the < and > with your information and the abstract is ready to copy/paste into the text field in JustGrants.

GENERAL INSTRUCTIONS FOR APPLICATION ATTACHMENTS

- Microsoft Word (.doc), PDF files (.pdf), or Text Document (.txt)
- Use descriptive file names – e.g. Narrative_XYZTribe.docx and Job_Descriptions.pdf
- Do not combine multiple application components into one file.
- Adhere to the formatting and Technical Requirements on page 13 of the solicitation.
- Tables/Charts do not have to be double spaced but font size should be legible.

Application Components - Walkthrough

PROPOSAL NARRATIVE – 75 POINTS TOTAL

- One document consisting of three sections – Initial Assessment; What Will Be Done; and Who Will Implement. Uploaded as an attachment in the Proposal Narrative of JustGrants.
- 20 pages maximum. Peer Reviewers will not read past this page limit.
- Use the headers and section titles provided.
- Address each of the questions in the section it appears.
- Tables/Charts are acceptable if it's easier or clearer to present certain information that way.
- Use local data and anecdotal evidence whenever possible. If data or information is unavailable, state why it is unavailable.

Application Components - Walkthrough



INITIAL ASSESSMENT– 30 POINTS

- Describe your community – Strengths, Resources, Challenges, and Needs – in the context of preparedness to plan, implement, and exercise SDVCJ.
- Paint the picture.
- Demonstrate an understanding of DV in your community, the current efforts to address it, the gaps, and the need to increase victim safety and recovery and hold offenders accountable.
- Provide a clear understanding of your criminal justice system – where the strengths lay, where the gaps are, etc.

Application Components - Walkthrough

WHAT WILL BE DONE – 35 POINTS

- Clearly present the project goals, objectives, activities, and timeline.
 - Table/Chart format is acceptable.
 - Include mandatory program requirements and do not include out-of-scope or unallowable.
 - Build in data collection and evaluation. How will you know you are successful? What are your benchmarks?
- Project goals/objectives must be easily linked to:
 - One or more of the purpose areas under program scope; and
 - Gaps/Needs in the Initial Assessment.

WHO WILL IMPLEMENT – 10 POINTS

- Demonstrate capacity and expertise of project staff and MOU/IMOU partners.
- Identify (by name and position) all MOU/IMOU partners, key staff, and consultants that will implement the proposed project.
 - Required project partners
 - Attach job descriptions

Application Components - Walkthrough

BUDGET WORKSHEET AND BUDGET NARRATIVE – 15 POINTS

From the Programmatic Perspective:

- New: Up to \$450,000 for 36 months. Include \$30,000 in Travel for OVW T/TA.
- Continuation: Up to \$300,000 for 24 months. Include \$15,000 in Travel for OVW T/TA.
- Budget items should be:
 - Clearly linked to one or more of the Project Goals/Objectives/Activities.
 - Reasonable based on the resources needed to implement the project.
 - Not include any unallowable costs.
- Up to 20% of the total project costs for medical care of non-Indian SDVCJ defendants. Up to 3% of the total project costs for internal program evaluation purposes.
- Include funds or describe other resources available to ensure accessibility for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency.

Grants Financial Management Division

PRE-AWARD RISK ASSESSMENTS

➤ Data Requested with Application

- Single Audit (threshold and fiscal year)

➤ Financial Accounting Practices

- 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

Resources

Creating a Budget: Training for OVW Applicants –

<https://www.justice.gov/ovw/resources-applicants>

Uniform Guidance - 2 CFR Part 200

<https://www.ecfr.gov/cgi-bin/text-idx?node=2:1.1.2.2.1>

DOJ Financial Guide – <https://www.justice.gov/ovw/page/file/1228061/download>

Program Specific Solicitation - <https://www.justice.gov/ovw/open-solicitations>

Contact Information

OVW GFMD Helpdesk:

1-888-514-8556

Fax: 202-514-7045

OVW.GFMD@usdoj.gov

Application Components - Walkthrough

DOCUMENT DEMONSTRATING AUTHORITY TO APPLY – 5 POINTS

- Page 23 of solicitation.
- Valid Tribal Resolution OR letter on tribal letterhead, signed by the chief executive officer of the governing body of the tribe (e.g., the tribal chairperson, president, governor, principal chief, or other equivalent official).
- Address each of the five elements identified in the solicitation.
- **IMPORTANT:** Applications without the Document Demonstrating Authority to Apply will not be considered for funding.

Application Components - Walkthrough

ADDITIONAL APPLICATION COMPONENTS

- **Letter of Non-Supplanting** – Upload as an attachment. A sample letter is available on the [OVW website](#)
- **Confidentiality Notice Form** – Form available on the [OVW website](#). Download form, sign, then upload to the application.
- **Disclosure of Lobbying Activities** – Pre-populated in the on-line application. Read and Acknowledge.
- **DOJ Standard Assurances** – Pre-populated in the on-line application. Read and Acknowledge.
- **Applicant Disclosure of Duplication in Cost Items** – Two tables. Use the sample format found at <https://www.justice.gov/ovw/resources-applicants>. Upload as an attachment.
 - Table 1 - All current and recent OVW awards.
 - Table 2 – All other federal grants to do similar work.

How to Apply

- Please read this section of the solicitation carefully - Beginning on page 25 of the solicitation.
- DUNS – SAM – Grants.gov Registrations
- Experiencing Technical Difficulties
 - Page 28 of the solicitation.
 - Follow instructions for applicants experiencing technical issues carefully and maintain documentation.
 - Contact the OVW.JustGrantsSupport@usdoj.gov or 866-655-4482 as soon as possible if you are having trouble.
 - When communicating with the help desk, include your DUNS and Grants.gov/Agency Tracking # (ex. GRANT12345678).
- Failure to begin the registration or application process in a timely manner as described in the solicitation is not an exception for which OVW can approve late submission.

Letter of Registration:

March 15, 2021

Optional, but strongly encouraged. Submit to OVW.TribalAffairs@usdoj.gov.

**Registration Deadline for
DUNS/SAM/Grants.gov**

March 15, 2021

Grants.gov Deadline:

March 26, 2021 – 11:59 p.m. Eastern Time

For technical assistance with Grants.gov, contact Grants.gov Applicant Support at
1-800-518-4726 or support@grants.gov

JustGrants Deadline:

March 30, 2021 – 11:59 p.m. Eastern Time

For technical assistance with JustGrants, contact OVW JustGrants Support at
1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov

Programmatic Questions

OVW.TribalAffairs@usdoj.gov or 202-616-0039
or OVW main telephone number 202-307- 6026

Financial Questions

OVW.GFMD@usdoj.gov or 1-888-514-8556

**Tribal Affairs Division staff
contacts for this program:**

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