

National Service Line for Incarcerated Survivors of Sexual Abuse Initiative Pre-Application Call

July 20, 2021
2:00pm EST



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

Background on the Initiative

**BJA's partnership with
OVW**

**PREA Standards
115.51 & 115.53**

National Service Line for Incarcerated Victims of Sexual Abuse Initiative

Budget amount: **\$600,000**

Award period: **24 months**

Award type: **Cooperative agreement**

Eligibility

Eligible organization type:

- Nonprofits
- Institutions of higher education
- Victim service providers

Eligibility cont.

Lead applicants are required to possess the following **skillsets**:

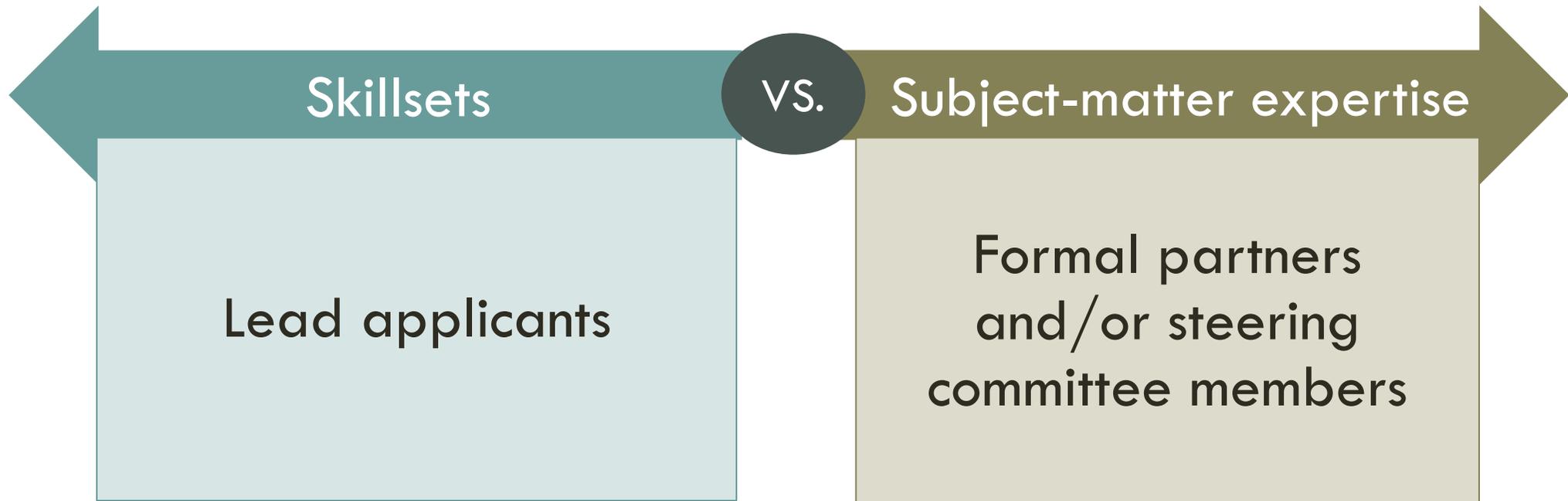
1. A documented history of managing large-scale projects both financially and programmatically;
2. Experience providing training and technical assistance on a large scale;
3. The ability to coordinate diverse people, perspectives, and interests; **and**
4. Experience synthesizing and applying research on gender-based violence.

Eligibility cont.

Formal partners and/or steering committee members are required to possess the following subject-matter expertise:

1. A comprehensive understanding of the PREA Standards.
2. Knowledge of correctional operations and the facility types to be covered under the award.
3. Expertise in and knowledge of the dynamics of sexual abuse and sexual harassment in confinement.
4. Experience in providing and developing victim services, which should go beyond managing a crisis hotline.
5. Expertise in providing victim services to specific underserved populations, including diverse populations
6. Experience in providing training and technical assistance on services for victims of sexual abuse and sexual harassment.
7. Direct experience working with those who have been or currently are incarcerated.

Eligibility cont.



Application Contents

1. Letter of Intent
2. Data Requested with Application
3. Proposal Narrative
4. Proposal Abstract
5. Budget Worksheet and Budget Narrative
6. Letters of Support
7. Application for Federal Assistance: SF-424
8. Disclosure of Lobbying Activities (SF-LLL)
9. Applicant Financial Capability Questionnaire (if applicable)
10. Confidentiality Notice Form
11. Disclosure of Process Related to Executive Compensation (if applicable)
12. Pre-Award Risk Assessment
13. Indirect Cost Rate Agreement (if applicable)
14. Letter of Nonsupplanting
15. Applicant Disclosure of Duplication in Cost Items

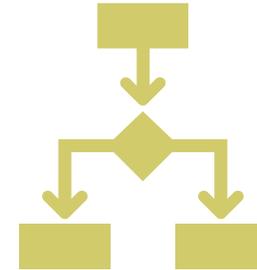
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Application Contents: Proposal Narrative



25 pages, double-spaced



Composed of two sections:

1. Capacity to Implement the Project
2. What Will Be Done

Proposal Narrative: Capacity to Implement the Project

- 40 points
- Contents:
 1. Describe the structure of the applicant organization
 2. Describe how the applicant meets each of the required **skillsets**, including a discussion of key staff involved in the project and their qualifications.
 3. Identify the project partner(s) and/or steering committee members who will provide **subject-matter expertise**. Include a discussion of the key staff, their roles in the project, and their individual qualifications.
 4. Describe the applicant's and any project partners' capacity to use technology as a vehicle to implement project activities (e.g., virtual meeting platforms, document sharing, etc.)

Proposal Narrative: What Will Be Done

- 25 points
- Contents:
 1. Include a description of how the applicant plans to assess existing services in confinement facilities across the country as well as how confinement facilities are complying with or struggling to comply with PREA Standards 115.51 and 115.53.
 2. Include a discussion on how the applicant will investigate and distinguish the different requirements in PREA Standards 115.51 and 115.53.

NOTE: #2 was dropped as a distinct requirement from #1 in the solicitation production process, but it is a separate required part of the What Will Be Done section.
 3. Describe the information that will be gathered and provide a description of how the information will be used.
 4. List the tools that will be used to gather information from subject matter experts and from previously or currently incarcerated individuals. This may include a literature review, interviews, roundtables, planning meetings, listening sessions, etc. The proposal should detail the anticipated number of interviews and in person and remote information gathering sessions.

Application Contents: Letters of Support

Formal Partners

- Will have a more significant role in the project
 - Ex: formal partners may carry out the goals, objectives, and/or deliverables with the lead applicant
- Will work with the lead applicant/OVW to finalize an MOU
- May be ineligible to apply for Phase Two (implementation) funding

Must submit a letter of support on behalf of org/individual

Steering Committee Members

- Will not participate in the day-to-day operations of the project
 - involvement may range from providing recommendations to the lead applicant and project partners to reviewing materials and/or participating in focus groups or roundtables, etc.
- Is eligible to apply for Phase Two (implementation) funding

Application Contents: Letters of Support

- 20 points
- Contents:
 1. A description of any resources the partner(s) or steering committee members will contribute to the project, either through time, in-kind contributions, or grant funds (e.g., office space, project staff, and training).
 2. An identification of any key staff and their qualifications.
 3. A description of the roles and responsibilities the partner(s) and/or steering committee members will assume to ensure the success of the proposed project.
 4. A description of the organization's or individual's subject-matter expertise.
 5. A statement as to whether the organization/individual intends to serve as a formal partner with a more substantial role in the project or as a steering committee member

Application Contents: Budget

- 15 points
- Contents:
 1. Display a clear link between the specific project activities and the proposed budget items. The budget should not contain items that are not supported by the proposal narrative.
 2. Include a budget that reflects all costs related to implementing the proposed project and provides calculations for all costs.
 3. Include compensation for individuals to participate in planning activities and events, such as travel, lodging, and per diem.
 4. Include funds or describe other resources available to the applicant to ensure access for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency.
 5. Compensate all project partners for their full level of effort. For more information on compensating project partners, see the sample Budget Detail Worksheet on the OVW website.
 6. Distinguish clearly between subawards and contracts in allocating any grant funds to other entities.

Budget Resources

Creating a Budget: Training for OVW Applicants

- <https://www.justice.gov/ovw/video/creating-budget>

Sample Budget

- <https://www.justice.gov/ovw/page/file/1107316/download>

DOJ Financial Guide

- <https://www.justice.gov/ovw/page/file/1298396/download>

Solicitation Companion Guide

- <https://www.justice.gov/ovw/page/file/1342606/download>

Project Deliverables

1. The establishment of a steering committee comprised of individuals or entities representing diverse perspectives.
2. A final Memorandum of Understanding (MOU) between the lead applicant and any formal project partner(s) that defines the roles/responsibilities of the lead applicant and any formal project partner(s).

Project Deliverables

3. A comprehensive assessment of the current research, literature, and practices in facilities across the nation related to mechanisms for inmates to report instances of sexual abuse and sexual harassment in confinement.
4. A comprehensive assessment of the current research, literature, and practices in facilities across the nation related to access to support services for victims in confinement.
5. An examination into how confinement facilities across the nation are or are not maintaining compliance with PREA Standards 115.1 and 115.53
6. An assessment of whether – and, if so, how – the development of a Service Line could assist facilities with maintaining compliance with one or both PREA Standards, as well as ensure quality services to previously or currently incarcerated survivors.
7. A comprehensive blueprint for the design and implementation of a Service Line for survivors of sexual abuse and sexual harassment occurring in confinement facilities.
8. A final report summarizing the organization's activities and recommendations during the Phase One planning stage.

How to Apply

- New two-step process:
 1. Grants.gov – due **August 25, 2021**
 - SF-424
 - SF-LLL
 2. JustGrants – due **September 1, 2021**
 - Submission of full application documents

Technical Challenges

- **Page 19** of the solicitation describes what an applicant should do if they are experiencing technical challenges with any part of the application process
 - Applicants should follow these steps closely and contact SAM, Grants.gov, and/or JustGrants user support for assistance

Questions?

Programmatic questions:

- Email Lucille.Moran@usdoj.gov

Financial questions:

- Email OVW.GFMD@usdoj.gov

Technical questions:

- Grants.gov Applicant Support – email support@grants.gov or call 800-518-4726
- JustGrants Support – email OVW.JustGrantsSupport@usdoj.gov or call 866-655-4482