



OVW Fiscal Year 2022 Targeted Support for the Muscogee Creek, Cherokee, Chickasaw, Choctaw, and Seminole Nations in Oklahoma Special Initiative Invitation to Apply

Assistance Listing Number #	16.024
Assistance Listing Number #	16.587
Grants.gov Opportunity Number:	O-OVW-2022-171010
Solicitation Release Date:	November 23, 2021 8:00 PM
Version:	5
Grants.gov Deadline:	January 18, 2022 11:59 PM
Application JustGrants Deadline:	January 20, 2022 11:59 PM

Eligible Applicants:

Other

Other

Eligible applicants are limited to:

Cherokee Nation (OK)

Chickasaw Nation (OK)

Choctaw Tribe of Oklahoma

Muscogee (Creek) Nation (OK)

Seminole Nation (OK)

Quapaw Nation (OK)

For more information, see the Eligibility Information section of this solicitation.

Contact Information

For assistance with the requirements of this solicitation, email OVW at OVW.TribalAffairs@usdoj.gov. Alternatively, interested parties may call OVW at 202-532-3287.

Submission Information

Registration: 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 November 26, 2021.

Submission: Applications for this program will be submitted through a **NEW** two-step process: (1) submission of the **SF-424 and SF-LLL** in Grants.gov and (2) submission of the **full application** including attachments in the Justice Grants System (JustGrants). Submit the SF-424 and SF-LLL as early as possible, but not later than 24-48 hours before the Grants.gov deadline. For technical assistance with Grants.gov, contact Grants.gov Applicant Support at 1-800-518-4726 or support@grants.gov. For technical assistance with JustGrants, contact OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov.

For more information about registration and submission, see the Application and Submission Information section of this solicitation.

Notification

OVW anticipates notifying applicants of funding decisions by March 31,2022.

Contents

Contact Information	1
Program Description	5
Overview of OVW	5
Statutory Authority	5
About this OVW Program	5
Program Scope	5
Purpose Areas	5
OVW Priority Areas	6
Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability	6
Out-of-Scope Activities	6
Limited Use of Funds	7
Activities Requiring Prior Approval	7
Federal Award Information	7
Awards, Amounts and Durations	7
Availability of Funds	8
Types of Awards	8
Types of Applications	8
Mandatory Program Requirements	8
Eligibility Information	8
Eligible Applicants	8
Ineligible Entities and Disqualifying Factors	8
Cost Sharing or Matching	9
Other Program Eligibility Requirements	9
Application and Submission Information	9
Address to Request Application Package	9
Content and Form of Application Submission	9
Formatting and Technical Requirements	9
Application Contents	9
Information to Complete the Application for Federal Assistance (SF-424)	10
Intergovernmental Review (SF-424 Question 19):	10
Standard Applicant Information (JustGrants 424 and General Agency Information)	10
Data Requested with Application	10
Proposal Narrative	11
Budget and Associated Documentation	11
Budget Worksheet and Budget Narrative (Web-based Form)	11
Pre-Agreement Cost	13
Indirect Cost Rate Agreement (if applicable)	13
Financial Management Questionnaire (including applicant disclosure of high-risk status)	13
Additional Application Components	14
Letters of Support	14
Letters of Nonsupplanting	14
Confidentiality Notice Form	14
Disclosures and Assurances	14
Disclosure of Lobbying Activities	14
DOJ Certified Standard Assurances	14
Applicant Disclosure of Duplication in Cost Items	15

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements	15
How to Apply	15
Unique Entity Identifier and System for Award Management (SAM)	15
Submission Dates and Time	15
Applicant Actions with Required Dates/Deadline	16
OVW Policy on Late Submissions/Other Submission Requirements	16
Application Review Information	16
Criteria, Review, and Review Process	16
Anticipated Announcement and Federal Award Dates	17
Federal Award Administration Information	17
Federal Award Notices	17
Administrative, National Policy, and Other Legal Requirements	18
General Information about Post-Federal Award Reporting Requirements	18
Federal Awarding Agency Contact(s)	18
Other Information	18
Public Reporting Burden- Paper Work Reduction Act Notice	18
Application Checklist	18

Program Description

Overview of OVW

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.

Statutory Authority

34 U.S.C. § 10452

34 U.S.C. § 12511(e)

About this OVW Program

In *McGirt v. Oklahoma*, 140 S. Ct. 2452 (2020), the Supreme Court held that the Muscogee (Creek) Reservation, established by treaty, had never been “disestablished” by Congress, and therefore jurisdiction over offenses resided exclusively with the federal government, under the Major Crimes Act (18 U.S.C. § 1153) and the General Crimes Act (18 U.S.C. § 1152), and the Tribe, rather than the State of Oklahoma. Although *McGirt* applied only to the Muscogee (Creek) Reservation, the decision has since been extended to the Cherokee, Chickasaw, Choctaw, Quapaw, and Seminole Nations’ reservations in Oklahoma. OVW is inviting these six tribes, all current recipients of OVW funding, to apply for funding to support additional project activities as they work to exercise criminal jurisdiction following *McGirt* in cases involving sexual assault, domestic violence, dating violence, stalking, and sex trafficking. Funds available under this special initiative will provide funding to support staffing, infrastructure, victim services, and other tribal justice system needs.

Funds to support this special initiative come from the OVW Grants to Indian Tribal Governments Program (Tribal Governments Program or TGP) and the Tribal Sexual Assault Services Program (TSASP). The Tribal Governments Program is authorized by 34 U.S.C. § 10452. The program is designed to assist tribal governments and authorized designees of tribal governments to respond to sexual assault, domestic violence, dating violence, sex trafficking, and stalking in their communities. TSASP is authorized by 34 U.S.C. § 12511(e). TSASP supports projects to create, maintain, and expand sustainable sexual assault services provided by tribes, tribal organizations, and nonprofit tribal organizations within Indian country and Alaska Native villages. For additional information about these programs and related performance measures, see:

- OVW grant program information: [OVW Grants and Programs Webpage](#).
- Program performance measures under the Measuring Effectiveness Initiative: [VAWA Measuring Effectiveness Initiative webpage](#).
- Examples of successful projects in OVW’s most [recent report to Congress](#) on the effectiveness of VAWA grant programs.

Program Scope

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

Purpose Areas

Overall, activities must be focused on responding to the crimes of sexual assault, domestic violence, dating violence, sex trafficking, and stalking and address staffing, infrastructure, victim services, and justice system capacity needs that have arisen as a result of the *McGirt* decision.

Tribal Governments Program Purpose Areas

Pursuant to 34 U.S.C. § 10452, up to **\$532,000** in award funds available (per recipient) under this special initiative

must be used for one or more of the following purposes:

1. Develop and enhance effective governmental strategies to curtail violent crimes against women.
2. Increase tribal capacity to respond to sexual assault, domestic violence, dating violence, stalking, and sex trafficking crimes against Native women.
3. Strengthen tribal justice interventions including tribal law enforcement, prosecution, courts, probation, and correctional facilities.
4. Enhance services to victims.
5. Develop prevention and education strategies.
6. Provide supervised visitation services.
7. Provide transitional housing and related support services to victims.
8. Provide legal assistance to victims.
9. Provide services to youth victims and children and youth exposed to these crimes.
10. Develop and promote legislation and policies to respond to violent crimes against Indian women.

Tribal Sexual Assault Services Program Purpose Area

Invited tribes can receive additional funding in the amount of **\$150,000** (per recipient) if at least **22%** of the project activities will be dedicated to providing intervention and related assistance to those victimized by sexual assault, family and household members of such victims, and those collaterally affected by the victimization (except for the perpetrator of such victimization) pursuant to 34 U.S.C. § 12511(e).

By statute, 34 U.S.C. § 12511(b)(2)(C), "intervention and related assistance" includes:

1. 24-hour hotline services providing crisis intervention services and referral.
2. Accompaniment and advocacy through medical, criminal justice, and social support systems, including medical facilities, police, and court proceedings.
3. Crisis intervention, short-term individual and group support services, and comprehensive service coordination and supervision to assist sexual assault victims and family or household members.
4. Information and referral to assist the sexual assault victim and family or household members.
5. Community-based, culturally specific services and support mechanisms, including outreach activities for underserved communities.
6. The development and distribution of materials on issues related to the services described in (1) – (5).

OVW Priority Areas

The Department of Justice is interested in prioritizing projects that build upon the department's foundational mission and core values, promote civil rights and access to justice, and protect Americans and combat evolving threats. These values are also inherent in the grant programs supported by the Violence Against Women Act (VAWA). OVW strongly encourages applicants to consider and document ways in which their projects can and will promote civil rights (including by meeting the needs of underserved and marginalized survivors), improve access to justice, enhance survivor safety, and hold offenders accountable.

Activities that Compromise Victim Safety and Recovery or 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. Any activities that compromise victim safety and recovery or undermine offender accountability will need to be removed from the application prior to final approval by OVW. Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the [Solicitation Companion Guide](#).

Out-of-Scope Activities

The activities listed below are out of the program scope and will not be supported by this program's funding. Any out of scope activities will need to be removed from the application prior to final approval by OVW. See also the list of unallowable costs in the Funding Restrictions section of this solicitation.

Research projects. Funds under this program may not be used to conduct research, defined in 28 C.F.R. § 46.102 as a systematic investigation designed to develop or contribute to generalizable knowledge. Surveys and focus groups, depending on their design and purpose, may constitute research and therefore be out-of-scope. Prohibited research does not include assessments conducted for internal improvement purposes only (see Limited Use of

Funds below). For information on distinguishing between research and assessments, see the [Solicitation Companion Guide](#).

- Grant funds may not be used to directly address child abuse, child endangerment, other family violence issues (such as violence perpetrated by a child against a parent or by a sibling against another sibling), or neglect or exploitation.
- Grant funds may not be used to provide substance abuse treatment services. However, grant funds may be used for counseling and referrals related to substance abuse issues.
- Grant funds may not be used for education and prevention activities for students not specifically related to sexual assault, domestic violence, dating violence, sex trafficking and/or stalking, such as “sexual harassment,” “bullying,” or “character building.”
- Grant funds may not be used for criminal representation of victims charged with crimes.
- For applicants requesting the **\$150,000** in TSASP funding, the following are out-of-scope activities for that portion of the award funds only:
 - Activities focused on prevention efforts and public education (e.g., bystander intervention, social norms campaigns, and presentations on healthy relationships).
 - Criminal justice-related projects, including law enforcement, prosecution, courts, and forensic interviews.
 - Providing domestic violence or dating violence victim services unrelated to intimate partner sexual violence.
 - Sexual Assault Forensic Medical Examiner programs.
 - Sexual Assault Response Team coordination.
 - Providing training to allied professionals and the community (e.g., law enforcement, child protection services, prosecution, other community-based organizations or tribal agencies).

Limited Use of Funds

Grantees may use up to one percent of grant award funds to assess their work for internal improvement purposes only, such as by convening a listening session to identify service gaps in the community or surveying training participants about the quality of training content and delivery. Applicants considering such assessments must refer to the OVW research decision tree in the Solicitation Companion Guide to ensure that the activity does not qualify as human subjects research. The [Solicitation Companion Guide](#) also provides additional information on federal requirements related to research, assessments, and surveys.

Activities Requiring Prior Approval

Activities listed below will require prior approval in order to be supported by grant funds (see the [Solicitation Companion Guide](#) for more information).

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. Renovations, including such minor things as painting, carpeting, or installing lighting. In addition to obtaining prior approval, recipients must follow all necessary steps to ensure that funded renovations are in compliance with the National Environmental Policy Act (NEPA) and related laws, which may be time consuming and may include public notice and consultation.

Federal Award Information

Awards, Amounts and Durations

Anticipated Number of Awards

6

Anticipated Maximum Dollar Amount of Awards

\$682,000.00

Period of Performance Start Date

4/1/22 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$4,092,000.00

Additional Information

Period of performance is 12 to 36 months. See Award Period and Amounts below.

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.

Award Period and Amounts

Recipients will select an award period ranging from 12 to 36 months that is most appropriate to their project. Budgets must reflect the number of months the applicant is requesting for the project period, and the total "estimated funding" on the SF-424 must match. OVW anticipates that the award period will start on April 1, 2022.

Awards under this invitation to apply will be made for up to \$682,000, of which **\$532,000** is supported by TGP funds and **\$150,000** is supported by TSASP funds. Approximately **22%** of the project activities must be dedicated to direct services for sexual assault survivors to receive the **\$150,000** in TSASP funding. Invited applicants have the option not to request the TSASP portion of the funding.

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 Awards

Awards will be made as grants and issued as new awards.

Types of Applications

OVW will accept applications for this special initiative from any eligible applicants, regardless of the status of current applications or awards under the OVW Tribal Governments and/or TSASP programs.

Note: Funds requested under this special initiative by current grantees must not duplicate costs included in the approved budget of any current award.

Mandatory Program Requirements

Applicants that receive funding under this special initiative will be required to engage in the following activities:

1. OVW-sponsored training and technical assistance (TTA).
2. OVW may conduct a program assessment or evaluation necessitating grantee involvement. Therefore, recipients may be expected to dedicate some OVW-funded time and resources to participating in an assessment or evaluation.

Eligibility Information

Eligible Applicants

The following federally recognized tribes are eligible:

Cherokee Nation (OK)
Chickasaw Nation (OK)
Choctaw Tribe of Oklahoma
Muscogee (Creek) Nation (OK)
Seminole Nation (OK)

Ineligible Entities and Disqualifying Factors

Applications submitted by ineligible entities or that do not meet all program eligibility requirements will not be considered for funding. In addition, an application 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 of application contents, and 6. timeliness. Failure to comply fully with all applicable unique entity identifier and SAM requirements (see Application and Submission section for more information on these requirements) will result in removal from consideration. An applicant with past performance issues, long-standing open audits, or an open criminal investigation also may not be considered for funding. Pursuant to 34 U.S.C. § 12291(b)(16)(iii), an applicant that is found to have an unresolved audit finding (not closed or resolved within 12 months of the final audit report from the Inspector General of the Department of Justice) is not eligible for funding during the following two fiscal

years.

Cost Sharing or Matching

This program has no matching or cost-sharing requirement.

Other Program Eligibility Requirements

In addition to meeting the eligible entity requirements outlined above, applications for this special initiative must also meet the requirements below. All eligibility related documents must be current.

Letter of Support from a Qualified Partner

By statute, applicants must demonstrate that the proposal was developed in consultation with a qualified partner. For the purposes of this solicitation, a “qualified partner” is: (1) a nonprofit, nongovernmental Indian victim services provider organization, such as a domestic violence shelter program or rape crisis center; (2) a nonprofit, nongovernmental tribal domestic violence or sexual assault coalition; or (3) an advisory committee that includes women from the community to be served by the proposed project. Prior to receipt of an award and the release of grant funds, the applicant will be required to provide OVW with either a letter of support from a qualified partner or, for current TGP grantees, a statement that they will continue to work with the partner identified in their current TGP grant. For an example of a letter of support, visit <https://www.justice.gov/tribal/page/file/1113406/download>.

Limit on Number of Applications

OVW will consider only one application per organization for the same service area in response to this solicitation. In addition, if an applicant submits multiple versions of the same application, OVW will review only the most recent system-validated version submitted before the deadline.

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 and on the [OVW website](#). Applicants wishing to request a paper copy of these materials should contact OVW.TribalAffairs@usdoj.gov or 202-532-3287.

Content and Form of Application Submission

The information below (“**Formatting and Technical Requirements**” through “**Submission Dates and Times**”) describes the full content and form of application submission.

Formatting and Technical Requirements

Applications must follow the requirements below for all documents, unless otherwise noted.

1. Double-spaced (Data Requested with Application, Pre-Award Risk Assessment, and charts may be single-spaced).
2. 8½ x 11 inch pages.
3. One-inch margins.
4. Type no smaller than 12 point, Times New Roman (TNR) or Arial font, except for footnotes, which may be in 10-point font.
5. Page numbers.
6. No more than 10 pages for the Proposal Narrative.
7. Word documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).
8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation.

Application Contents

Applications must include the required documents and demonstrate that the program eligibility requirements have been met. Applications that do not include all of the following components will be considered substantially incomplete which may result in a delay in funding. For a complete checklist of the application contents, see the Application Checklist in the Other Information section of this solicitation.

1. Forms generated by Grants.gov during step one the two-part online application process:
Application for Federal Assistance (SF-424).
Disclosure of Lobbying Activities (SF-LLL).

Forms generated by JustGrants during step two of the two-part online application process:
Standard Applicant Information (JustGrants 424 and General Agency Information).
Budget Detail Worksheet and Narrative (fillable form in JustGrants).

Standard Disclosures and Assurances.

3. Documents NOT automatically generated during the two-part online application process which should be attached to the application in JustGrants:

Proposal Narrative.
Indirect Cost Rate Agreement (if applicable).
Pre-Award Risk Assessment.
Data Requested with Application.
Letter of Support from a Qualified Partner.
Letter of Nonsupplanting.
Confidentiality Notice Form.

Information to Complete the Application for Federal Assistance (SF-424)

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 in Grants.gov. The SF-424 is generated when the applicant begins the submission process. 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 program does not require a match; therefore, the values for the Applicant line should be zero. The individual who is listed as "Authorized Representative" must be an individual who has the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

Intergovernmental Review (SF-424 Question 19):

This solicitation ("funding opportunity") is not subject to Intergovernmental Review under Executive Order (E.O.) 12372. In completing the SF-424, an applicant is to answer question 19 by selecting the following response: "Program is not covered by E.O. 12372."

Disclosure of Lobbying Activities (SF-LLL)

All applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov. Applicants that expend any funds for lobbying activities must provide the information requested on the SF-LLL. Applicants that do not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields.

Standard Applicant Information (JustGrants 424 and General Agency Information)

Applicants must complete this web-based form in JustGrants, which is pre-populated with the SF-424 data submitted in Grants.gov. Applicants are required to review the Standard Applicant Information and make edits as needed, confirm the Authorized Representative, verify the legal name and address, and enter the ZIP code(s) for the areas affected by the project.

Data Requested with Application

The Data Requested with Application should be uploaded as an attachment in JustGrants. The following responses must be included:

1. Name, title, address, telephone number, and email address for the grant point-of-contact. This person must be an employee of the applicant.
2. 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.
3. State which TGP purpose area(s) the proposed project will implement:
 - a. Develop and enhance effective governmental strategies to curtail violent crimes against women.
 - b. Increase tribal capacity to respond to sexual assault, domestic violence, dating violence, stalking, and sex trafficking crimes against Native women.
 - c. Strengthen tribal justice interventions including tribal law enforcement, prosecution, courts, probation, and correctional facilities.
 - d. Enhance services to victims.
 - e. Develop prevention and education strategies.
 - f. Provide supervised visitation services.
 - g. Provide transitional housing and related support services to victims.
 - h. Provide legal assistance to victims.
 - i. Provide services to youth victims and children and youth exposed to these crimes.
 - j. Develop and promote legislation and policies to respond to violent crimes against Indian women.

State if the proposed project will implement the Tribal Sexual Assault Services purpose area (see Purpose Areas

above).

5. Estimate the percentage of grant activities, that will address each of the following issues. Note: If the TSASP purpose area is included, at least **22%** of activities must be dedicated to sexual assault "intervention and related assistance" (see Tribal Sexual Assault Services Program Purpose Area above). The total percentages should not exceed 100%.
 - Sexual Assault "intervention and related assistance."
 - Other Sexual Assault activities.
 - Domestic Violence.
 - Dating Violence.
 - Stalking.
 - Sex Trafficking.

Proposal Narrative

The Proposal Narrative may not exceed 10 pages, double-spaced. Applicants must upload the Proposal Narrative as an attachment in JustGrants.

What Will Be Done

The application must not include any of the activities listed as unallowable costs in the Funding Restrictions section of this solicitation.

This section must:

1. Clearly state the proposal goal(s) and activities that will be supported with grant funds to address staffing, infrastructure, victim services, and/or justice system capacity needs that have arisen as a result of the *McGirt* decision. This response can be presented in table format or as a bulleted list for clarity. **NOTE:** If the proposal is requesting the full \$682,000, at least **22%** of the project activities must be dedicated to providing direct victim services to sexual assault survivors. See Purpose Areas above.
2. If the proposal includes costs to support technology, describe the plan to address victim safety concerns (e.g., confidentiality, safety planning, informed consent) that may arise from the use of technology. If the proposal does not include using grant funds to support technology, the application should include a specific statement to this effect.

Who Will Implement the Proposal

This section must:

1. Identify the key individuals involved in the proposed project by name and role. At minimum the individuals who will be responsible for completing timely performance reports and financial reports should be identified. If the proposal budget includes salary, sub-award, or consultant costs, identify the individual/organization by name and role including a brief description of responsibilities related to the implementation of this proposal.
2. Demonstrate that the individuals identified have the capacity to successfully implement the proposed project activities.

Budget and Associated Documentation

Applicants must complete the web-based form in JustGrants for the budget worksheet and budget narrative. Applicants also must upload the applicable associated documentation as described below under each heading. Failure to include the associated documentation may result in a delay in access to funding.

Budget Worksheet and Budget Narrative (Web-based Form)

Complete the budget worksheet and narrative form for all applicable cost categories. The budget narrative must describe each line item requested in the budget and explain all costs included in the budget, including how the costs of goods and services are determined and how they will fulfill the objectives of the project. See the sample budget and the Creating a Budget webinar available on the [OVW website](#). Keep in mind that budgetary requirements vary among programs. Applicants must submit reasonable budgets based on the resources needed to implement their projects in their specific geographic location.

Award Period and Amount

The grant award period is 12 to 36 months. Budgets must reflect 12 to 36 months of project activity, and the total "estimated funding" (block 15) on the SF-424 must reflect the entire award period.

Invited tribes are eligible for **\$532,000** in Tribal Governments Program funding plus an additional **\$150,000** for the TSASP

sexual assault purpose area, for a total of up to \$682,000.

The budget **must clearly identify** which expenses are allocated to the sexual assault purpose areas if requested. These sexual assault expenses may exceed the **\$150,000** amount but **may not be less than \$150,000**.

The budget must:

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. Avoid duplicating costs that are included in the approved budget of any active TGP or TSASP grant currently awarded to the tribe. For example, if the applicant has a current OVW TGP award and the approved award budget includes a 1.0 FTE prosecution based victim witness coordinator position, the proposed budget for this special initiative **MUST NOT** include funds to support the same 1.0 FTE prosecution based victim witness coordinator position.
3. Include funds to attend OVW-sponsored TTA in the amount of \$1,000. This amount is for the entire project period. Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences or training for which they would like permission to use grant funds to support staff/project partner attendance.
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. See Accessibility under Federal Award Administration Information for more information.
5. Distinguish clearly between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.331, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating an MOU partner, and a contract is for the purpose of obtaining goods and services for the grantee's own use. The substance of the relationship is more important than the form of the agreement in determining whether the recipient of the pass-through funds is a subrecipient or a contractor. The awarding and monitoring of contracts must follow the recipient's documented procurement procedures, including full and open competition, pursuant to the procurement standards and monitoring requirements in 2 C.F.R. §§ 200.317-200.329. The issuance and monitoring of subawards must meet the requirements of 2 C.F.R. § 200.332, which includes oversight of subrecipient/partner spending and monitoring performance measures and outcomes attributable to grant funds. For more information, see the sample Budget Detail Worksheet and the Solicitation Companion Guide on the [OVW website](#).

OVW awards are governed by the provisions of 2 C.F.R. Part 200 and the [DOJ Financial Guide](#), which include information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. For additional information on allowable and unallowable costs, see the Funding Restrictions section below and the sample budget on the [OVW website](#).

Funding Restrictions

The following information is provided to allow applicants to develop an application and budget consistent with program requirements.

Unallowable Costs

The costs associated with the activities listed below are unallowable and must not be included in applicants' budgets.

1. Lobbying.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting) without prior approval.
5. Construction.

Food and Beverage/Costs for Refreshments and Meals

Generally, food and beverage costs are **not** allowable. Recipients must receive prior approval to use grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event; OVW may provide such approval if one of the following applies:

1. The location of the event is not in close proximity to food establishments, despite efforts to secure a location near reasonably priced and accessible commercial food establishments.
2. Not serving food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.
3. A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.

4. Other extenuating circumstances necessitate the provision of food.

Justification for an exception listed above must be included in the applicant's budget narrative. For additional information on restrictions on food and beverage expenditures, see [OVW conference cost planning](#).

Conference Planning and Expenditure Limitations

Applicants' budgets must be consistent with all requirements (including specific cost limits and prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, training, and other similar events), and costs of attendance at such events. Information on conference planning, minimization of costs, and conference reporting is available at [OVW conference cost planning](#).

Pre-Agreement Cost

OVW generally does not allow pre-award costs. Costs incurred prior to the start date of the award may not be charged to the project unless the recipient receives prior approval from OVW. See the [DOJ Financial Guide](#) for more information on pre-award costs.

Indirect Cost Rate Agreement (if applicable)

Applicants that intend to charge indirect costs through the use of a negotiated indirect cost rate must have a current, signed, federally-approved indirect cost rate agreement and must upload and attach a copy of the agreement to their application in JustGrants. State, local, and tribal governments that **have never** negotiated an indirect cost rate with the federal government and receive less than \$35 million in direct federal funding per year may elect to charge a de minimis rate of 10% of modified total direct costs.

Organizations that wish to negotiate an indirect cost rate should contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 for more information.

Financial Management Questionnaire (including applicant disclosure of high-risk status)

Pre-Award Risk Assessment

Each applicant must respond to the questions below in a document uploaded and attached to its application in JustGrants. **Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed 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 application being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item. This document should be no more than four pages and may be single or double-spaced.

1. Will all funds awarded under this program 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. §§ 200.334-200.338.
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.
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. §§ 200.331-200.333)? 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 awards. Provide a brief description of the organization's established timekeeping policies and procedures.
11. Is the applicant designated as high risk by a federal agency outside of DOJ? ("High risk" includes any status under which a federal awarding agency provides additional oversight due to the applicant entity's past performance, or other programmatic or financial concerns with the applicant entity.) If so, provide the names(s) of the federal awarding agency, the date(s) the agency notified the applicant entity of the high risk designation, contact information for the high risk point of contact at the federal agency, and the reason for the high risk status, as set out by the federal agency.

Additional Application Components

The following components must be included with the application. Failure to supply this information will result in a delay in access to funding. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

Letters of Support

Letter of Support from a Qualified Partner

By statute, applicants must demonstrate that the proposal was developed in consultation with a qualified partner. For the purposes of this solicitation, a "qualified partner" is: (1) a nonprofit, nongovernmental Indian victim services provider organization, such as a domestic violence shelter program or rape crisis center; (2) a nonprofit, nongovernmental tribal domestic violence or sexual assault coalition; or (3) an advisory committee that includes women from the community to be served by the proposed project. Prior to receipt of an award and the release of grant funds, the applicant will be required to provide OVW with either a letter of support from a qualified partner or, for current grantees, a statement that they will continue to work with the partner identified in their current grant. For an example of a letter of support, visit <https://www.justice.gov/tribal/page/file/1113406/download>.

Letters of Nonsupplanting

Applicants must attach a letter to OVW's Director, signed by the Authorized Representative, certifying that federal funds will not be used to supplant non-federal funds should a grant award be made. A sample letter is available on the [OVW website](#).

Confidentiality Notice Form

All applicants are required to acknowledge that they have received notice that grantees and subgrantees must comply with the confidentiality and privacy requirements of VAWA, as amended. Applicants must upload and attach, under Additional Attachments in JustGrants, the completed acknowledgement form available on the [OVW website](#). This form must be signed by the Authorized Representative.

Disclosures and Assurances

Review, complete, and submit all disclosures, assurances, and certifications as described below.

Disclosure of Lobbying Activities

All applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov before beginning the application process in JustGrants.

DOJ Certified Standard Assurances

Applicants must read and acknowledge the DOJ Certified Standard Assurances in JustGrants.

Applicant Disclosure of Duplication in Cost Items

Applicants must disclose all current and recent OVW awards (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](#). The applicant must also provide the same information regarding any current OVW awards, as well as any pending applications, on which the applicant is a subrecipient.

Applicants also must disclose all other federal grant programs from which the applicant currently receives funding or for which it has applied for funding in FY 2022 **to do similar work**. Provide this information in a table using the sample format found on the [OVW website](#). Both tables, if applicable, should be uploaded as attachments in JustGrants.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants must read and acknowledge these DOJ certifications in JustGrants.

How to Apply

Applications must be submitted electronically via Grants.gov and JustGrants. Applicants that are unable to submit electronically must follow the instructions below under OVW Policy on Late Submissions. See **Submission Dates and Times** below for a list of steps for registering with all required systems and deadlines for completing each step.

Unique Entity Identifier and System for Award Management (SAM)

Federal regulations require that an applicant for federal funding: (1) be registered in SAM before submitting its application; (2) provide a valid unique entity identifier in its application; and (3) continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. In addition, OVW may not make an award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with these requirements by the time OVW is ready to make an award, then OVW may determine that the applicant is not qualified to receive an award. See 2 C.F.R. §§ 25.200, 25.205.

The unique entity identifier that applicants for federal grants and cooperative agreements are required to have is a Data Universal Number System (DUNS) number. A DUNS number is a unique, nine-character identification number provided by the commercial company Dun & Bradstreet (D&B). Once an applicant has applied for a DUNS number through D&B, its DUNS number should be available within two business days.

SAM centralizes information about grant recipients and also provides a central location for grant recipients to change organizational information. Grants.gov uses SAM to establish roles and IDs for electronic submission of grant applications.

If the applicant already has an Employer Identification Number (EIN), the SAM registration will take **up to two weeks to process**. If the applicant does not have an EIN, then **the applicant should allow two to five weeks for obtaining an EIN from the Internal Revenue Service. There is no fee associated with these processes. These processes cannot be expedited**. OVW strongly discourages applicants from paying a third party to apply or register on their behalf in an attempt to expedite these processes. To ensure all applicants are able to apply by the deadline for this solicitation, applicants must have obtained a DUNS number and registered online with the SAM and with Grants.gov no later than November 26, 2021.

Submission Dates and Time

After applicants obtain their DUNS number and register with SAM, they can begin the Grants.gov registration process. The applying organization must complete the Grants.gov registration process **prior to beginning an application for a federal grant**. The E-Business Point of Contact (E-Biz POC) must register the applicant organization with Grants.gov. The E-Biz POC oversees the applicant's Grants.gov transactions and assigns the Authorized Organization Representative (AOR). The AOR submits the SF-424 and SF-LLL to Grants.gov and must register with Grants.gov as well. In some cases the E-Biz POC is also the AOR for the applicant. Complete instructions can be found on the [Grants.gov website](#).

In JustGrants, each applying entity will have an assigned Entity Administrator who is responsible for managing entity-level information and assigning roles in the system. The Entity Administrator is also the E-Biz POC designated in SAM.gov. See the [JustGrants website](#) for more information on registering with JustGrants.

It is the responsibility of the applicant to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in a delay in access to funds. Applicants should refer to the list below to ensure that all required steps and deadlines are met.

Applicant Actions with Required Dates/Deadline

1. **Obtain a DUNS number by November 26, 2021.** Apply for a DUNS number at <https://www.dnb.com> or call 1-866-705-5711.
2. **Register with SAM by November 26, 2021.** Access the SAM online registration through the [SAM homepage](#) and follow the online instructions for new SAM users. **Organizations must update or renew their SAM registration at least once a year to maintain an active status.**
3. **Register with Grants.gov by November 26, 2021.** Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration.
4. **If necessary, request hardcopy submission by January 14, 2022, five business days prior to the application deadline.** Applicants that cannot submit an application electronically due to lack of internet access must contact the program at 202-532-3287 or OVW.TribalAffairs@usdoj.gov to request permission to submit a hardcopy application.
5. **Download updated version of Adobe Acrobat at least 48 hours before the Grants.gov deadline.** Applicants are responsible for ensuring that the most up-to-date version of Adobe Acrobat is installed on all computers that may be used to download the solicitation and to submit the SF-424 and SF-LLL on Grants.gov. Go to the [Adobe Software Compatibility](#) page to verify that the Adobe software version is compatible with [Grants.gov](#).
6. **Submit the SF-424 and SF-LLL in Grants.gov as early as possible, but no later than 24 – 48 hours prior to the Grants.gov deadline.** Applicants may find this funding opportunity on Grants.gov by using the CFDA number, Grants.gov opportunity number, or the title of this solicitation, all of which can be found on the cover page. Applicants will receive two notices from Grants.gov, one confirming receipt and another stating whether the forms were validated and successfully submitted or rejected due to errors. Submitting the SF-424 and SF-LLL well ahead of the Grants.gov deadline provides time to correct any rejections.
7. **Register the Entity Administrator and the Application Submitter with JustGrants as early as possible but no later than 48 - 72 hours before the JustGrants deadline.** Within 24 hours of JustGrants receiving the SF-424 and SF-LLL from Grants.gov, the applicant will receive an email from DIAMD-NoReply@usdoj.gov with instructions on how to create a JustGrants account. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted. More information on JustGrants roles is available on the [JustGrants website](#).
8. **Submit the complete application package at least 24 – 48 hours prior to the JustGrants deadline.** Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants. The Application Submitter, Entity Administrator, and Authorized Representative(s) will receive an email from JustGrants confirming submission of the application.
9. **Confirm application receipt:** Applicants should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications. OVW does not send out these notifications, nor does OVW receive a copy of these notifications. It is the applicant's responsibility to notify OVW of any problems with the application submission process. **Submitting the application components at least 48 hours before each deadline (Grants.gov or JustGrants, as applicable) will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.**

OVW Policy on Late Submissions/Other Submission Requirements

To ensure timely award processing, applicants must submit the application by **January 20, 2022**. Applicants anticipating late submission should contact OVW at 202-532-3287 to provide an explanation for the delay and an anticipated submission date. Submitting the application after the deadline may result in a delay in access to funds.

Application Review Information

Criteria, Review, and Review Process

This is a non-competitive invitation to apply; therefore, applications are not subject to a peer review. Applications are subject, however, to a programmatic review.

Programmatic Review

Applicants must submit all information requested in the Application Contents and Additional Required Information sections of this solicitation. If any required elements are missing, OVW will contact the applicant to request prompt submission of relevant documents. Failure to include required information at the time of submission may result in a delay in funding; protracted failure to submit a complete application may prevent issuance of an award.

The programmatic review consists of assessing the application for completeness, compliance with the programs' scope,

activities that compromise victim safety, and, if applicable, past performance and duplication of budgeted costs. An application that is deemed to be substantially out-of-scope, proposes a substantial number of activities that are unallowable, proposes a budget that includes costs duplicative of an existing OVW Tribal Governments and/or TSASP grant award, or proposes activities that pose a significant threat to victim safety or a serious breach of confidentiality will not be considered for funding. An applicant with considerable past performance issues may be removed from consideration entirely.

As a part of the programmatic review process described above, applicants with current or recently closed OVW awards will be reviewed for past performance and risk based on the elements listed below.

1. Demonstrated effectiveness of the current project indicated by timely progress toward meeting project goals and objectives.
2. Demonstration that past activities supported with OVW grant funds have been limited to program purpose areas.
3. Adherence to all special conditions of existing grant award(s) from OVW.
4. Adherence to programmatic and financial reporting requirements, including timely submission of required reports.
5. Completion of close-out of prior awards in a timely manner.
6. Appropriate use of and active participation in OVW-sponsored workshops and other technical assistance events as required by a special condition of the current or recent award.
7. Receipt of financial clearances on all current or recent grants from OVW.
8. Timely resolution of issues identified in any audit or on-site financial or programmatic monitoring visit.
9. Adherence to the Office of Management and Budget single-audit requirement.
10. Timely expenditure of grant funds.
11. Adherence to the requirements of the DOJ Financial Guide.

Prior to making an award, OVW is required to review and consider any information about applicants included in the designated integrity and performance system accessible through SAM (currently the Federal Award Performance and Integrity Information System or FAPIIS). Applicants may review and comment on information in FAPIIS about themselves that another federal awarding agency has previously entered. OVW will consider the applicant's comments as well as other information available in FAPIIS in making its judgment about the risk posed by making an award to the applicant as described in 2 C.F.R. § 200.206.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the OVW Director, who also may give consideration to factors including, but not limited to, reaching underserved populations, geographic diversity, OVW priorities, past performance, and available funding when making awards. All award decisions are final and not subject to appeal.

Each OVW grantee agrees to follow the financial and administrative requirements in the DOJ Financial Guide as a condition of receiving grant funding. If OVW determines that a current grantee has violated any of the requirements of the DOJ Financial Guide, the grantee may experience a delay in funding or may have additional conditions placed on its award under this solicitation.

High-Risk Grantees

Based on DOJ's assessment of each grantee with regard to current or previous funding, unresolved audit issues, delinquent programmatic and fiscal reporting, and prior performance, a grantee may be designated "high-risk." Awards to high-risk grantees may carry special conditions such as increased monitoring and/or prohibitions on drawing down funds until certain requirements are met. High-risk grantees with substantial or persistent performance or compliance issues, long-standing open audits, or open criminal investigations may not be considered for funding.

Anticipated Announcement and Federal Award Dates

It is anticipated that all applicants will receive an award notification by March 31, 2022. The anticipated award start date will be April 1, 2022.

Federal Award Administration Information

Federal Award Notices

Successful applicants will receive OVW award notifications electronically from JustGrants (not Grants.gov). This award notification will include instructions on enrolling in Automated Standard Application for Payments (ASAP) and accepting the award. Recipients will be required to log into JustGrants to review, sign, and accept the award. The Authorized Representative must acknowledge having read and understood all sections of the award instrument and submit the required declaration and certification to accept the award; these steps will be completed electronically in JustGrants.

Administrative, National Policy, and Other Legal Requirements

Information for All Federal Award Recipients

Applicants selected for awards must agree to comply with additional legal, administrative, and national policy requirements. OVW strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. This information can be found in the section of the [Solicitation Companion Guide](#) entitled "Post-Award Requirements for All Federal Award Recipients."

Terms and conditions for OVW awards are available on the [OVW website](#). These terms are subject to change prior to the issuance of the awards.

Violence Against Women Act Non-Discrimination Provision

The Violence Against Women Reauthorization Act prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary for the essential operation of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Additional information on the civil rights obligations of OVW funding recipients can be found in the [Solicitation Companion Guide](#) under "Civil Rights Compliance."

Accessibility

Recipients of OVW funds must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination on the basis of disability and national origin. Compliance with these laws includes taking reasonable steps to ensure that persons with limited English proficiency have meaningful access to recipients' programs and activities and that these programs and activities are readily accessible to individuals with disabilities. More information on these obligations is available in the [Solicitation Companion Guide](#) under "Civil Rights Compliance."

General Information about Post-Federal Award Reporting Requirements

OVW grantees are required to submit semi-annual progress reports and quarterly Federal Financial Reports (SF-425). Appropriate progress report forms will be provided to all applicants selected for an award. Forms will be submitted electronically. Future awards and fund drawdowns may be withheld if reports are delinquent. For more information on post award reporting requirements, including requirements for certain recipients to report information on civil, criminal, and administrative proceedings in FAPIIS, see the [Solicitation Companion Guide](#) and the award condition on recipient integrity and performance matters available on the [OVW website](#).

Federal Awarding Agency Contact(s)

For assistance with the requirements of this solicitation, contact the following: for programmatic questions, contact this program at 202-532-3287 or OVW.TribalAffairs@usdoj.gov, for financial questions, contact 888-514-8556 or ovw.gfmd@usdoj.gov, and for technical questions, contact Grants.gov Applicant Support at 800-518-4726 or support@grants.gov or OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov.

Other Information

Public Reporting Burden- Paper Work Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OVW tries to create forms and instructions that are accurate, can be easily understood, and impose the least possible burden on applicants. The estimated average time to complete and file this form is 30 hours. Comments regarding the accuracy of this estimate or suggestions for simplifying this form can be submitted to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street, NE, Washington, DC 20530.

Note: Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.

Application Checklist

Applicants must submit a fully executed application to OVW, including all required supporting documentation. Additionally, if an applicant plans to submit an application under any other OVW grant program this fiscal year, it is the applicant's

responsibility to ensure that only documents pertinent to this solicitation are included with this application. OVW will not redirect documents that are inadvertently submitted with the wrong application (e.g., a Rural Program letter submitted with a Transitional Housing Program application will not be transferred to the Rural application).

Application Document	Date Completed
<u>Forms generated by Grants.gov during step one of the two-part online application process:</u> <ul style="list-style-type: none"> • Application for Federal Assistance (SF-424) • Disclosure of Lobbying Activities (SF-LLL) 	
<u>Forms generated by JustGrants during step two of the two-part online application process:</u> <ul style="list-style-type: none"> • Standard Applicant Information (JustGrants 424 and General Agency Information) • Budget Detail Worksheet and Narrative • Standard Disclosures and Assurances 	
<u>Documents NOT automatically generated during the two-part online application process which must be attached to the application in JustGrants:</u> <ul style="list-style-type: none"> • Proposal Narrative <ul style="list-style-type: none"> • What Will Be Done • Who Will Implement the Proposal • Indirect Cost Rate Agreement (if applicable). • Pre-Award Risk Assessment • Data Requested with Application • Letter of Support from a Qualified Partner or statement indicating intent to continue using current partner • Letter of Nonsupplanting • Confidentiality Notice Form 	