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# OVW Fiscal Year 2022 Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant Program

## Solicitation

<b>Assistance Listing Number #</b>	16.590
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### Eligible Applicants:

City or township governments, County governments, Native American tribal governments (Federally recognized), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, State governments, Other

### Other

Eligible applicants are limited to: States; Indian Tribal governments; state and local courts (including juvenile courts); units of local government; state, tribal, or territorial domestic violence or sexual assault coalitions; or victim services providers in the United States or U.S. territories. For more information, see the Eligibility Information section of this solicitation.

### Letter of Intent

Applicants are strongly encouraged to submit a non-binding Letter of Intent to [OVW.IJCR@usdoj.gov](mailto:OVW.IJCR@usdoj.gov) by April 12, 2022. Interested applicants who do not submit a Letter of Intent are still eligible to apply. For more information, see the Application and Submission Information section of this solicitation.

### Pre-Application Information Sessions

#### Pre-Application Information Session(s)

OVW will conduct optional web-based Pre-Application Information Sessions. For more information, see the Application and Submission Information section of this solicitation.

### Contact Information

For assistance with the requirements of this solicitation, email OVW at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov). Alternatively, interested parties may call OVW at 202-353-5498.

**Submission Information**

**Registration:** To submit an application, all applicants must register online with the System for Award Management (SAM) and with Grants.gov. To ensure sufficient time to complete the registration process, applicants must register online with SAM and with Grants.gov immediately, but no later than April 12, 2022.

**Submission:** Applications for this program will be submitted through a 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 October 1, 2022.

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## Program Description

### Overview of OVW

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 domestic violence, dating violence, sexual assault, and stalking. OVW grants support coordinated community responses to hold offenders accountable and serve victims.

### Statutory Authority

34 U.S.C. §§ 10461-10465

### About this OVW Program

This program is authorized by 34 U.S.C. §§ 10461-10465 and implemented through regulations at 28 C.F.R. Part 90, Subpart D. The Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant Program (ICJR Program) (CFDA# 16.590) encourages state, local, and tribal governments and courts to treat domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law requiring the coordinated involvement of the entire criminal justice system. For additional information about this program and related performance measures, including how awards contribute to the achievement of program goals and objectives, 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 program 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

Pursuant to 34 U.S.C. § 10461(b), funds under this program must be used for one or more of the following purposes:

1. To implement proarrest programs and policies in police departments, including policies for protection order violations and enforcement of protection orders across state and tribal lines.
2. To develop policies, educational programs, protection order registries, data collection systems, and training in police departments to improve tracking of cases and classification of complaints involving domestic violence, dating violence, sexual assault, and stalking. Policies, educational programs, protection order registries, and training described in this paragraph shall incorporate confidentiality, and privacy protections for victims of domestic violence, dating violence, sexual assault, and stalking.
3. To centralize and coordinate police enforcement, prosecution, or judicial responsibility for domestic violence, dating violence, sexual assault, and stalking cases in teams or units of police officers, prosecutors, parole and probation officers, or judges.
4. To coordinate computer tracking systems and provide the appropriate training and education about domestic violence, dating violence, sexual assault, and stalking to ensure communication between police, prosecutors, parole and probation officers, and both criminal and family courts.
5. To strengthen legal advocacy service programs and other victim services for victims of domestic violence, dating violence, sexual assault, and stalking, including strengthening assistance to such victims in immigration matters.
6. To educate federal, state, tribal, territorial, and local judges, courts, and court-based and court-related personnel in criminal and civil courts (including juvenile courts) about domestic violence, dating violence, sexual assault, and stalking and to improve judicial handling of such cases.
7. To provide technical assistance and computer and other equipment to police departments, prosecutors, courts, and tribal jurisdictions to facilitate the widespread enforcement of protection orders, including interstate enforcement, enforcement between states and tribal jurisdictions, and enforcement between tribal jurisdictions.
8. To develop or strengthen policies and training for police, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against older individuals (as defined in section 3002 of title 42) and individuals with disabilities (as defined in section 12102 (2) of title 42).

9. To develop state, tribal, territorial, or local policies, procedures, and protocols for preventing dual arrests and prosecution in cases of domestic violence, dating violence, sexual assault, and stalking, and to develop effective methods for identifying the pattern and history of abuse that indicates which party is the actual perpetrator of abuse.
10. To plan, develop and establish comprehensive victim service and support centers, such as family justice centers, designed to bring together victim advocates from victim service providers, staff from population specific organizations, law enforcement officers, prosecutors, probation officers, governmental victim assistants, forensic medical professionals, civil legal attorneys, chaplains, legal advocates, representatives from community-based organizations and other relevant public or private agencies or organizations into one centralized location, in order to improve safety, access to services, and confidentiality for victims and families. Although funds may be used to support the colocation of project partners under this paragraph, funds may not support construction or major renovation expenses or activities that fall outside of the scope of the other statutory purpose areas.
11. To develop and implement policies and training for police, prosecutors, probation and parole officers, and the judiciary in recognizing, investigating, and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals.
12. To develop, enhance, and maintain protection order registries.
13. To develop human immunodeficiency virus (HIV) testing programs for sexual assault perpetrators and notification and counseling protocols.
14. To develop and implement training programs for prosecutors and other prosecution-related personnel regarding best practices to ensure offender accountability, victim safety, and victim consultation in cases involving domestic violence, dating violence, sexual assault, and stalking.
15. To develop or strengthen policies, protocols, and training for law enforcement, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against immigrant victims, including the appropriate use of applications for nonimmigrant status under subparagraphs (T) and (U) of section 1101(a)(15) of title 8.
16. To develop and promote state, local, or tribal legislation and policies that enhance best practices for responding to the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate treatment of victims.
17. To develop, implement, or enhance sexual assault nurse examiner programs or sexual assault forensic examiner programs, including the hiring and training of such examiners.
18. To develop, implement, or enhance Sexual Assault Response Teams or similar coordinated community responses to sexual assault.
19. To develop and strengthen policies, protocols, and training for law enforcement officers and prosecutors regarding the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
20. To provide human immunodeficiency virus testing programs, counseling, and prophylaxis for victims of sexual assault.
21. To identify and inventory backlogs of sexual assault evidence collection kits and to develop protocols for responding to and addressing such backlogs, including policies and protocols for notifying and involving victims.
22. To develop multidisciplinary high-risk teams focusing on reducing domestic violence and dating violence homicides by:
  - a. using evidence-based indicators to assess the risk of homicide and link high-risk victims to immediate crisis intervention services;
  - b. identifying and managing high-risk offenders; and
  - c. providing ongoing victim advocacy and referrals to comprehensive services including legal, housing, health care, and economic assistance.

Note: Given the intensive nature of implementing purpose area 22, the only purpose area that can be combined with this is purpose area 3.

23. To develop, strengthen, and implement policies, protocols, and training for law enforcement regarding cases of missing or murdered Indians, as described in section 5704 of title 25.
24. To compile and annually report data to the Attorney General related to missing or murdered Indians, as described in section 5705 of title 25.

Note: Proposals under purpose areas 23 and 24 must have a primary purpose of treating domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law, as required by 34 U.S.C. § 10461(a). Note: Proposals under purpose areas 23 and 24 must have a primary purpose of treating domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law, as required by 34 U.S.C. § 10461(a).

Because the majority of the statutory purpose areas listed above include functions and/or activities that are inherently governmental, state/tribal coalitions and victim service providers applying as the lead applicant may seek funding to

address only purpose areas 5, 10, and 17 above.

### **OVW Priority Areas**

In FY 2022, OVW is interested in supporting the priority area(s) identified below. Applications proposing activities in the following areas will be given special consideration:

1. Advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking.

Applications that meaningfully propose to work with culturally specific organizations must clearly identify the culturally specific population(s) to be served, partner with a community-based culturally specific organization(s) that serve the population(s), and include in the application budget adequate funding to support the work. Details on the culturally specific population(s) to be served should be included in the Purpose of the Proposal.

2. Increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through exploration of survivor-centered criminal justice system reform.

Applications addressing this priority area must meaningfully include in their application project goals and objectives that reflect how they will use survivor-centered approaches or strategies to improve the criminal justice response in their communities.

Activities meaningfully addressing this priority area include but are not limited to:

- officer/advocate field response teams or co-responders,
- violence interruption programs,
- restorative justice practices,
- services for justice-involved survivors,
- changes to agency policies, and/or
- protocols to reduce unnecessary administrative burdens on victims accessing the criminal justice system.

Applications will be assessed during the peer review process to determine the extent to which the proposed activities are using survivor-centered approaches.

3. Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.

Applications that propose to address this priority area must meaningfully address one or more of the following seven purpose areas and focus at least 30% of proposed project activities on sexual assault, reflected in both the specific project activities and the budget. Purpose areas that address this priority are purpose area 11 (developing training and policies for police, prosecutors, probation and parole, and the judiciary in recognizing, investigating, and prosecuting instances of sexual assault), 13 (developing human immunodeficiency virus (HIV) testing programs for sexual assault predators), 17 (developing sexual assault nurse examiner programs or sexual assault forensic examiner programs, including hiring and training of examiner), 18 (developing Sexual Assault Response Teams or similar coordinated community responses to sexual assault), 19 (improving investigation or prosecution of sexual assault cases), 20 (providing human immunodeficiency virus testing programs, counseling, and prophylaxis for victims of sexual assault), and 21 (identifying and inventorying backlogs of sexual assault evidence collection kits and developing protocols for responding to and addressing such backlog).

Activities meaningfully addressing this priority area include but are not limited to the following:

- Hiring and training of Sexual Assault Nurse Examiners and Sexual Assault Forensic Examiners;
- Developing, reviewing and/or revising non-intimate partner sexual assault programming, policies, and procedures;
- Law enforcement and prosecutorial capacity building and investigative training for non-intimate partner violence sexual assault to include capacity to investigate sexual assaults that are also forms of online abuse, harassment and/or sexual exploitation;
- Victim advocacy service capacity building and/or service enhancement for non-intimate partner sexual assault (medical, law enforcement, and court accompaniment/advocacy; 24-hour hotline services; crisis intervention; short-term individual and group support services; and comprehensive service coordination); and
- Meaningful inclusion of community-based, culturally specific services and support services, to include outreach activities for underserved communities.

Applications proposing to implement this priority area must include specific goals, objectives, and activities that

address non-intimate partner sexual assault.

4. Improve outreach, services, civil and criminal justice responses, prevention, and support for survivors of sexual assault, domestic violence, dating violence, and stalking from underserved communities, particularly LGBTQ and immigrant communities

Applicants that propose to address this priority area must meaningfully work with organizations whose primary purpose is to serve underserved populations. Applicants must clearly identify the underserved population(s) to be served, and partner with an organization(s) that serve underserved populations. The partner must serve the specific, identified underserved population. Applicants must include in the application budget adequate funding to support the work.

**NOTE:** New applicants implementing priority 1 and/or priority 4 will be required to work with training and technical assistance providers that specialize in working with culturally specific and underserved populations as part of the mandatory one-year planning period. The planning period includes identifying and developing relationships with organization(s) that serve culturally specific and underserved populations in their coordinated community response (CCR). See Mandatory Program Requirements section for more information.

#### **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. Applications that propose any such activities may receive a deduction in points during the review process or may be eliminated from consideration. 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. See also the list of unallowable costs in the Funding Restrictions section of this solicitation.

1. 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](#).
2. Direct legal representation. Grant funds may only be used to provide legal representation to victims of domestic violence, dating violence, sexual assault, and stalking in the limited context of protection order proceedings.
3. Family Law. Grant funds may not be used for family law matters including, but not limited to, divorce, custody, visitation, and/or child support.
4. Prevention activities. Grant funds may not be used for prevention activities. Grantees are only permitted to engage in outreach activities to inform potential victims about the availability of services.
5. Family violence services. Grant funds may not be used to address child abuse or other family violence issues, such as violence perpetrated by a child against a parent or violence perpetrated by a sibling against another sibling.
7. Sex offender registry. Grant funds may not be used to create sex offender registries.
8. Missing or murdered Indians. Grant funds may not be used for policies, protocols, training or data collection and reporting that do not further the purpose of treating domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law.

Applications that propose activities deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration.

#### **Limited Use of Funds**

Grantees may use up to three 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**

Recipients must receive prior approval before using grant funds to support 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 (see the [Solicitation Companion Guide](#) for more information).

### Statutory Priority

Pursuant to 34 U.S.C. § 10462(b), when making ICJR Program awards, OVW must give priority to applicants that:

1. Do not currently provide for centralized handling of cases involving domestic violence, dating violence, sexual assault, or stalking by police, prosecutors, and courts;
2. Demonstrate a commitment to strong enforcement of laws, and prosecution of cases, involving domestic violence, dating violence, sexual assault, or stalking, including the enforcement of protection orders from other states and jurisdictions, including tribal jurisdictions;
3. Have established cooperative agreements or can demonstrate effective ongoing collaborative arrangements with neighboring jurisdictions to facilitate the enforcement of protection orders from other states and jurisdictions, including tribal jurisdictions; and
4. Intend to utilize grant funds to develop and install data collection and communication systems, including computerized systems, and training on how to use these systems effectively to link police, prosecutors, courts, and tribal jurisdictions for the purpose of identifying and tracking protection orders and violations of protection orders, in those jurisdictions where such systems do not exist or are not fully effective.

In FY 2022, applications addressing one or more of the statutory priorities above will receive one additional point during the programmatic review process.

### Program Specific Priority

Applications from New Jurisdictions

In an effort to broaden the reach of ICJR resources, OVW is encouraging new applicants to apply for ICJR funding. Special consideration will be given to applications from jurisdictions that have not previously received ICJR funding or whose last ICJR award expired before April 15, 2015. Additional information is provided in the Mandatory Program Requirements section of this solicitation.

### Federal Award Information

#### Solicitation Categories

This solicitation does not include Solicitation Categories.

#### Awards, Amounts and Durations

##### Anticipated Number of Awards

40

##### Anticipated Maximum Dollar Amount of Awards

\$1,000,000.00

##### Period of Performance Start Date

10/1/22 12:00 AM

##### Period of Performance Duration (Months)

48

##### Anticipated Total Amount to be Awarded Under Solicitation

\$30,000,000.00

#### 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. OVW may elect to make awards in a future fiscal year for applications submitted under this solicitation but not selected for FY 2022 funding, depending on the merits of the applications and the availability of funding.

#### Types of Awards

Awards will be made as grants.

### **Award Period and Amounts**

#### **New applicants:**

The award period is 48 months. Budgets must reflect 48 months of project activity, and the total “estimated funding” on the SF-424 must reflect 48 months. OVW anticipates that the award period will start on October 1, 2022.

#### **Continuation applicants:**

The award period is 36 months for continuation applicants seeking to implement all purpose areas other than purpose area 22. Budgets must reflect 36 months of project activity, and the total “estimated funding” on the SF-424 must reflect 36 months. OVW anticipates that the award period will start on October 1, 2022.

The award period for continuation applicants seeking to implement purpose area 22 for the first time will be 48 months. Budgets must reflect 48 months of project activity, and the total “estimated funding” on the SF-424 must reflect 48 months. OVW anticipates that the award period will start on October 1, 2022.

Funding levels under this program for FY 2022 are:

1. \$500,000 for projects with a service area population up to 400,000 for the entire 36 or 48 months.
2. \$750,000 for projects with a service area population 400,001 to 700,000 for the entire 36 or 48 months.
3. \$1,000,000 for projects with a service area population 700,001 and above for the entire 36 or 48 months.
4. \$1,000,000 for statewide projects, regardless of service area population for the entire 36 or 48 months.

#### **Applicants must upload a service area map with population size to their application in JustGrants.**

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

#### **Types of Applications**

In FY 2022, OVW will accept applications for this program from the following:

**New:** Applicants that have never received funding under this program or whose previous funding under this program expired on or before April 28, 2021.

**Continuation:** Applicants that have an existing or recently closed (after April 28, 2021). Continuation funding is not guaranteed.

**Note:** Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of March 31, 2022 without adequate justification may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2022.

#### **Mandatory Program Requirements**

Applicants that receive funding under this program 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.
3. Attend new grantee orientation.
4. Submit HIV certification documentation as detailed below:

Pursuant to 34 U.S.C. § 10461(d), states and units of local government that receive ICJR Program funding shall not be entitled to 5 percent of their total award unless the state or unit of local government:

1. certifies that it has a law, policy, or regulation that requires –
  - a. the state or unit of local government at the request of a victim to administer to a defendant, against

- whom an information or indictment is presented for a crime in which by force or threat of force the perpetrator compels the victim to engage in sexual activity, testing for the immunodeficiency virus (HIV) not later than 48 hours after the date on which the information or indictment is presented and the defendant is in custody or has been served with the information or indictment;
- b. as soon as practicable notification to the victim, or parent and guardian of the victim, and the defendant of the testing results; and
  - c. follow-up tests for HIV as may be medically appropriate, and that as soon as practicable after each such test the results be made available in accordance with subparagraph (b); or
2. gives the Attorney General assurances that its laws and regulations will be in compliance with requirements of paragraph (1) within the period ending on the date on which the next session of the state legislature ends.

All state and local government applicants must submit either a certification that they are in compliance with the above requirement along with a copy of the relevant law, regulation, or policy, or an assurance attesting that the applicant will meet the requirement by the end of the next legislative session from the date of application. The certification or assurance must be in the form of a letter, on government letterhead, signed and dated by the authorized representative of the state or local government. A special condition withholding five percent of funds will be added to all awards to states and units of local governments that submit assurances or do not provide a compliant law, regulation, or policy with the certification.

Pursuant to 28 C.F.R. § 90.64(b)(2), in the event that a unit of local government does not have authority to prosecute "crime[s] in which by force or threat of force the perpetrator compels the victim to engage in sexual activity[,]” the unit of local government may submit a letter from an appropriate legal authority in the jurisdiction certifying that the jurisdiction does not have authority to prosecute "crime[s] in which by force or threat of force the perpetrator compels the victim to engage in sexual activity” and that therefore the certification is not relevant to the unit of local government in question.

The signed HIV Certification, HIV Assurance, or HIV Exemption letter must be uploaded as an additional attachment at the end of the application in JustGrants.

5. All new applicants that receive funding under this program and continuation applicants seeking to implement purpose area 22 for the first time will be required to engage in a 3-12-month planning phase.

New grantees will spend the first 3 – 12 months of the 48-month project period completing required training by OVW TTA providers to ensure critical partners have the necessary competency in improving the criminal justice response to victims of domestic violence, dating violence, sexual assault, and stalking. New grantees are required to engage in a mandatory planning phase before the start of the implementation phase. As needed, grantees will:

1. Identify a dedicated project coordinator.
2. Create or connect with a coordinated community response (CCR) with project partners and relevant stakeholders in the community.
3. Identify evidenced-informed practices and/or tools that may be implemented at the agency and community level as part of the proposed project.
4. Utilize OVW culturally specific and underserved populations training and technical assistance (TTA) providers to identify organizations that work primarily with culturally and/or underserved populations, develop relationships with organizations that serve these populations and include organizations in the communities' ongoing CCR work.
5. Develop/revise and submit a strategic plan that outlines project goals. OVW must approve the strategic plan prior to the start of the implementation phase.

Note: Continuation applicants that have never implemented a lethality/risk assessment tool and are seeking to implement purpose area 22 in FY 2022 will receive a 48-month award and will be required to complete the 12-month TTA planning period.

## Eligibility Information

### Eligible Applicants

Pursuant to 34 U.S.C. § 10461(c), the following entities are eligible to apply for this program:

**1. States.**

“State” means each of the several states and the District of Columbia, and the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands. 34 U.S.C. § 12291(a)(31).

**2. Indian tribal governments.**

"Tribal government" means any tribe, band, pueblo, nation, or other organized group or community of Indians, including any Alaska Native village or regional or village corporation (as defined in, or established pursuant to, the Alaska Native Claims Settlement Act (43 U.S.C. 1601 et seq.)), that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. 34 U.S.C. § 12291(a)(36).

**3. State and local courts (including juvenile courts).**

"Courts" means any civil or criminal, tribal, and Alaska Native Village, federal, state, local or territorial court having jurisdiction to address domestic violence, dating violence, sexual assault, or stalking, including immigration, family, juvenile, and dependency courts, and the judicial officers serving in those courts, including judges, magistrate judges, commissioners, justices of the peace, or any other person with decision making authority. 34 U.S.C. § 12291(a)(2).

**4. Units of local governments.**

"Unit of local government" means any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a state. (Note: Pursuant to 28 C.F.R. § 90.61(b), the following are not considered units of local government and are not eligible to apply as the lead applicant: police departments, pretrial service agencies, district or city attorneys' offices, sheriffs' departments, probation and parole departments, and universities. These entities may assume responsibility for the development and implementation of the project but must have their state, tribal government, or unit of local government apply as the lead applicant.)

**5. State, tribal, or territorial domestic violence or sexual assault coalitions** that partner with a state, Indian tribal government, or unit of local government.

A "state, tribal, or territorial domestic violence or sexual assault coalition" is a coalition recognized by OVW pursuant to 34 U.S.C. § 10441(d)(2)(A), determined by the Secretary of Health and Human Services under 42 U.S.C. § 10411, or determined by the Center for Injury Prevention and Control of the Centers for Disease Control and Prevention under the Public Health Service Act (42 U.S.C. §§ 280b et seq.). See also 34 U.S.C. § 12291(a)(32)-(35).

**6. Victim service providers** that partner with a state, Indian tribal government, or unit of local government.

A victim service provider is a nonprofit, nongovernmental or tribal organization or rape crisis center, including a state or tribal domestic violence and/or sexual assault coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including a domestic violence shelter, faith-based organization or other organization, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking. 34 U.S.C. § 12291(a)(43). Victim service providers must provide direct services to victims of domestic violence, dating violence, sexual assault, or stalking as one of their primary purposes and have a demonstrated history of effective work in this field. Culturally specific organizations, tribal organizations, and population specific organizations serving underserved communities that meet the definition of 'victim service provider' are eligible to apply.

501(c)(3) Status

Any entity that is eligible for this program based on its status as a nonprofit organization must be an organization that is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code. See 34 U.S.C. § 12291(b)(16)(B)(i).

Executive Order 13929 Safe Policing for Safe Communities

To advance Executive Order 13929 Safe Policing for Safe Communities, as of October 28, 2020, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be allocated FY 2022 DOJ discretionary grant funding, as either a recipient or a subrecipient. For detailed information on this certification requirement, see [Safe Policing](#)

**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.

**Note:** 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 program. See 34 U.S.C. § 12291(b)(16)(B)(ii).

## 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, applicants for this program must also meet the requirements below. All certification and other eligibility related documents must be current and developed in accordance with the FY 2022 solicitation.

Certifications must take the form of a letter, on letterhead, signed, and dated by the Chief Executive Officer (i.e., the certification letter must be signed by the highest official of the state, tribe, local jurisdiction, or court). Examples of an appropriate Chief Executive Officer are a governor for a state, chief judge for a court, a mayor or county executive for a unit of local government, etc. Failure to provide required certifications may disqualify an application from further consideration. At a minimum, an application missing the required certification letter will be required to submit a certification letter prior to receiving an award. The signed certification letter must be uploaded as a separate attachment in JustGrants. Sample certification letters can be found on the [OVW website](#).

### Certification of Eligibility

Under 34 U.S.C. § 10461(c):

#### 1. **State, Unit of Local Government, and Tribal Government Applicants** must:

1. certify that their laws or official policies:
  1. encourage or mandate arrests of domestic violence offenders based on probable cause that an offense has been committed; and
  2. encourage or mandate arrest of domestic violence offenders who violate the terms of a valid and outstanding protection order;
2. demonstrate that their laws, policies, or practices and their training programs discourage dual arrests of offender and victim;
3. certify that their laws, policies, or practices prohibit issuance of mutual restraining orders of protection except in cases where both parties file a claim and the court makes detailed findings of fact indicating that both parties acted primarily as aggressors and that neither party acted primarily in self-defense;
4. certify that their laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, dating violence, stalking, or sexual assault, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, dismissal, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the state, tribal, or local jurisdiction; and
5. certify that, their laws, policies, or practices will ensure that –
  1. no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of a sex offense as defined under federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of, trial of, or sentencing for such an offense; and
  2. the refusal of a victim to submit to an examination described in clause (i) shall not prevent the investigation of, trial of, or sentencing for the offense.

#### 2. **Court Applicants** must certify that:

1. their laws, policies, or practices prohibit issuance of mutual restraining orders of protection except in cases where both parties file a claim and the court makes detailed findings of fact indicating that both parties acted primarily as aggressors and that neither party acted primarily in self-defense;
2. the laws, policies, and practices applicable to the court do not require, in connection with the prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, dating violence, stalking, or sexual assault, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, dismissal, or service of a warrant, protection order, petition for a protection order, or witness subpoena,

whether issued inside or outside the state, tribal, or local jurisdiction; and

3. the laws, policies or practices applicable to the court ensure that:

1. no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of a sex offense as defined under federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of, trial of, or sentencing for such an offense; and
2. the refusal of a victim to submit to an examination described in subparagraph (1) shall not prevent the investigation of, trial of, or sentencing for the offense.

### **3. Coalition and Victim Service Provider Applicants**

Coalition and victim service provider applicants must partner with a state, Indian tribal government, or unit of local government, and must submit with their application a Certification of Eligibility as described above signed by the chief executive officer of the government partner on government agency letterhead. A coalition or victim service provider applicant with only a court partner is not eligible and therefore cannot submit a Certification of Eligibility from a court partner.

#### Required Partnerships

All applications to the ICJR Program must include formal partnerships as described below based on lead applicant type. Applicants that fail to include the mandatory partner will be removed from further consideration.

**State, Indian Tribal Government, Unit of Local Government and Court Applicants:** Applicants that are states, units of local governments, tribal governments, or courts are required to enter into a formal partnership with: 1) one or more victim service provider(s) that have a documented history of serving victims of domestic violence, dating violence, sexual assault, and/or stalking, and 2) other governmental organizations that are necessary for the implementation of the proposed project. A victim service provider must be involved in the development and implementation of the project. Victim service provider partners must provide direct services to victims of domestic violence, dating violence, sexual assault, or stalking as one of their primary purposes and have a demonstrated history of effective work in this field. Note that this requirement can be satisfied by partnering with a culturally specific organization, tribal organization, or population specific organization that meets the definition of 'victim service provider.

**Coalition or Victim Service Provider Applicants:** Lead applicants that are victim service providers, including coalitions, are required to enter into a formal partnership with: 1) a state, Indian tribal government, or unit of local government appropriate to the service area, and 2) any specific governmental organizations that are necessary for the implementation of the proposed project. All partners must be involved in the development and implementation of the project. (See [Eligibility Information](#) section for more information on Victim Service Provider eligibility).

New this year, all formal partnerships must be documented in the form of a Partnership Agreement or Letter(s) of Commitment (LOC) at the time of application. The Partnership Agreement is in replacement of the Memorandum of Understanding (MOU) only at the time of application. Non-court applicants will be required to develop and submit an executed MOU by the end of the first year of the project period. Lead court applicants may submit an LOC in lieu of an MOU. See "Memorandum of Understanding" section for additional information on the Partnership Agreement requirements.

Court lead applicants who are precluded from entering into a Partnership Agreement may submit an LOC at the time of application. See "Memorandum of Understanding" section for additional information on the LOC requirements. The LOC must be signed by the Chief Executive Officer, who is the highest official of the state, tribe, local jurisdiction, or court. Examples of an appropriate Chief Executive Officer are a governor for a state, chief judge for a court, a mayor or county executive for a unit of local government, etc.

#### Limit on Number of Applications

OVW will consider only one application per organization for the same service area. 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 202-353-5498.

### **Pre-Application Information Session(s)**

OVW will conduct web-based pre-application information sessions. During these sessions, OVW staff will review this program's requirements, review the solicitation, and allow for a brief question and answer period. These sessions are tentatively scheduled for:

1. April 4, 2022 at 1 pm (new applicant).
2. April 5, 2022 at 1 pm (continuation applicants).

Participation in a pre-application information session is optional and not a requirement to be eligible to apply.

To register, contact the ICJR Program at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) or at 202-353-5498. Registration must be received at least 2 days prior to the start of the session. Participants are not registered until they receive a confirmation email. Webinars will be captioned in English and Spanish. Interested applicants needing additional language assistance should contact this program at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) or at 202-353-5498 as soon as possible, but no later than March 28, 2022.

### **Content and Form of Application Submission**

The information below ("**Letter of Intent**" through "**Submission Dates and Times**") describes the full content and form of application submission.

#### **Letter of Intent**

Applicants intending to apply for FY 2022 funding under this program 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. The letter should be submitted to OVW at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) by April 12, 2022. This letter will not obligate the applicant to submit an application. See the [OVW website](#) for a sample Letter of Intent.

#### **Formatting and Technical Requirements**

Applications must follow the requirements below for all documents attached to the application, unless otherwise noted. Points may be deducted for applications that do not adhere to the following requirements:

1. Double-spaced (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 20 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. For a complete checklist of the application contents, see the Application Checklist in the Other Information section of this solicitation.

OVW will not contact applicants for missing items on the list below. Applications that do not include all the following documents will be considered substantially incomplete and will not be considered for funding:

1. Proposal Narrative
2. Budget Detail Worksheet and Narrative
3. Partnership Agreement (LOC for court applicants)

#### **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 in Grants.gov. For Type of Applicant (box 9), do not select "Other". The amount of federal funding requested in the "Estimated Funding" section of this form (box 18a) 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 value for the Applicant line (box 18b) should be zero. The individual who is listed as "**Authorized Representative**" (box 21) 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 subject to Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs. Applicants must check the Office of Management and Budget's website for the names and addresses of state [Single Points of Contact](#) (SPOC) under Intergovernmental Review. If the applicant's state appears on the SPOC list, the applicant must contact the state SPOC to find out about, and comply with, the state's process under E.O. 12372. In completing the SF-424, such an applicant is to make the appropriate selection in response to question 19 once the applicant has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the following response: "Program is subject to E.O. 12372 but has not been selected by the state for review."

#### 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)**

This section in the JustGrants application 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.

#### **Proposal Abstract**

The Proposal Abstract must provide a short summary (**no more** than two pages double-spaced) of the proposed project, including names of applicant and partners, project title, purpose of the project (including goal and intended outcome), primary activities for which funds are requested, who will benefit (including geographic area to be served), products and deliverables, and how the applicant will measure progress in completing project goals and objectives. Applicants must not summarize past accomplishments in this section. The Proposal Abstract, which is to be entered into a text box in JustGrants, will not be scored but is used throughout the review process.

#### **Data Requested with Application**

The Data Requested with Application (DRA) includes two surveys that must be completed in JustGrants but are not scored: Pre-Award Risk Assessment and ICJR DRA. A list of the questions included in each survey appears at the end of this solicitation under the heading, Survey Questions. Applicants should click on the Survey Name to access and complete the survey.

#### **Proposal Narrative**

The Proposal Narrative may not exceed 20 pages, double-spaced, and reviewers will not read beyond this page limit. The Proposal Narrative must include the 3 sections below. The total point value for the proposal narrative section is (75 points) . Applicants must upload the Proposal Narrative as an attachment in JustGrants.

#### Purpose of the Proposal (15 points)

This section must:

1. Describe the communities in the service area, including, but not limited to, traditionally underserved populations, such as communities of color, individuals with disabilities, individuals who are Deaf or hard of hearing, persons with limited English proficiency, older adults, and LGBTQ+ communities.
2. Describe the service area(s), including the geographic location, size, demographics, and unique characteristics in the jurisdiction(s) or state.
3. Describe the challenge or need faced by the community.
4. Provide information on the prevalence of domestic violence, dating violence, sexual assault and stalking in the service area(s).
5. Provide a detailed description of how the needs of the community connect to the proposed purpose areas.
6. Identify gaps in currently available services and explain how the proposed project will complement and not duplicate existing services.

New applicants must describe:

Current CCR efforts that address domestic violence, dating violence, sexual assault, and stalking including

participating partners, leadership, activities, and areas for improvement.

Continuation applicants must describe:

The impact of current or prior efforts to prevent and reduce domestic violence, dating violence, sexual assault, and/or stalking in the service area, highlighting efforts previously supported by OVW.

**What Will Be Done (45 points)**

The application must provide a clear link between the proposed activities and the need identified in the "Purpose of the Proposal" section above. 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. Describe the overall strategy to be used to address the challenges or needs identified in the Purpose of the Proposal section above and describe the specific tasks and activities necessary to accomplish the goals and activities.
2. Describe how the applicant proposes to address the selected OVW purpose area(s), and as applicable how the applicant will address any selected OVW priority area(s) and/or ICJR statutory priorities.
3. Describe how the proposed activities address the victimization rates detailed in the Purposed of the Proposal section above.
4. Provide any available data on the number of non-intimate partner sexual assault victims who will be served by the project.
5. Describe why the applicant anticipates that the project will be successful.
6. List tangible products, if any (e.g., a video, a brochure, a curriculum), that will be created under this project, and describe how the products could assist other jurisdictions addressing domestic violence, dating violence, sexual assault, or stalking. Product development is not required.
7. If applicable, describe how the proposed project will address the unique needs of the traditionally underserved populations identified in the Purpose of the Proposal section above.
8. 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.

Applicants proposing to implement one or more OVW priority area must:

1. Racial equity: Describe how project activities will be culturally responsive to the needs of the population(s) to be served.
2. Increase access to justice: Describe how the project will utilize survivor-centered approaches or strategies to improve the criminal justice and alternative to justice responses such as officer/advocate field response teams or co-responders, violence interruption programs, restorative justice practices, services for justice-involved survivors, and changes to agency policies, and/or protocols to reduce unnecessary administrative burdens on victims accessing the criminal justice system.
3. Strengthen efforts to prevent and end sexual assault: Describe the extent of sexual assault in the identified service area(s) and how the project will respond to meet the specified needs of sexual assault victims and survivors.

New and continuation applicants seeking to implement purpose area 22 for the first time must also describe:

1. How the applicant and its partners will create or enhance policies and procedures to ensure efforts are improving the identification, investigation, prosecution, coordination and adjudication of domestic violence dating violence, sexual assault, and stalking cases.
2. A detailed 48-month timeline, including the planning year, with a list of key activities and milestones to take place with the award period grouped by the month or quarter.
3. Describe how utilizing evidence-informed practices and/or tools will complement other project goals and activities.
4. Describe how purpose area 22 corresponds with the goals of the CCR.

All continuation applicants must also include:

1. How the applicant will ensure progress towards implementing identified CCR activities will improve the

identification, investigation, prosecution, coordination, and adjudication of cases.

2. A detailed timeline covering the entire project period with a list of key activities and milestones to take place within the award period grouped by month or quarter.

### Who Will Implement the Proposal (15 points)

This section must:

1. Describe all collaborative partnerships involved in implementing the project. Collaborative and meaningful partnerships transcend infrequent meetings and trainings and involves regular communication. It should include ongoing project engagement and may include referrals, regularly scheduled meetings (i.e., CCRs/SARTs).
2. Describe the applicant's experience and expertise in the areas of domestic violence, dating violence, sexual assault, and stalking, as appropriate, for both the lead organization and key personnel who will be directly involved with the proposed project.
3. Describe the project partners' expertise in the areas of domestic violence, dating violence, sexual assault, and stalking, as appropriate, for both the partner organization(s) and key personnel who will be directly involved with the proposed project.
4. Describe the roles and responsibilities of the applicant, each partner, and key personnel.
5. Identify the key individuals and organizations, including project partners, involved in the proposed project.
6. Demonstrate that the individuals and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities; attach job descriptions of all key personnel.

New applicants must describe:

1. The Project Coordinator position and identify the Project Coordinator, if known.

New Applicants proposing to implement priority area 1 or 4 must also describe:

1. Existing collaborations with culturally specific organizations and organizations/groups serving racially and ethnically diverse and/or other historically marginalized communities.
2. The role of those organizations in the collaboration. (e.g., Were they full partners who participated equitably in the partnership? Were they compensated for their time and expertise?)

### **Budget and Associated Documentation**

Applicants must complete the web-based budget form in JustGrants. Applicants also must upload the applicable associated documentation as described below under each heading. The budget worksheet and budget narrative are worth a total of **20 points** and will be reviewed separately from the proposal narrative. The associated documentation will not be scored, but failure to include it may result in removal from consideration or a delay in access to funding.

#### **Budget Worksheet and Budget Narrative (Web-based Form)**

Complete the web-based 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. Each budget cost category includes a text box to enter the budget narrative for that section. 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

##### 48 Month Award Period

Budgets for new applicants and continuation applicants applying to implement purpose area 22 for the first time should cover a project period of 48 months, or four years, starting October 1, 2022 and ending on September 30, 2026.

##### 36 Month Award Period

Budgets for continuation applicants should cover a project period of 36 months, or three years, starting October 1, 2022 and ending on September 30, 2025.

Budget requests for both new and continuation applicants must not exceed:

- \$500,000 for projects with a service area population up to 400,000.
- 750,000 for projects with a service area population 400,001 to 700,000.
- \$1,000,000 for projects with a service area population 700,001 and above. \$1,000,000 for statewide projects, regardless of service area population.

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. Include funds to attend OVW-sponsored TTA in the amount of \$20,000 for applicants located in the 48 contiguous states and \$40,000 for applicants located in the territories, Hawaii, and Alaska. This amount is for the entire 36 or 48 months and NOT per year. 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.
  3. Applicants proposing to implement priority areas 1 and/or 4 must include in the budget the process used to determine adequate funding for culturally specific or population specific organizations. Adequate funding should include funds for staffing to provide direct services, activities that meaningfully impact project goals and activities, and operating costs. Funding for culturally specific or population specific organizations should not consist of only consulting or advisory council cost on an infrequent basis, or training costs.
  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.
  4. Compensate all project partners for their full level of effort, unless otherwise stated in the Partnership Agreement or LOC. For more information on compensating project partners, see the sample Budget Detail Worksheet on the [OVW website](#).
  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 6. 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. §§ 200.317-200.327 & 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, except with explicit statutory authorization.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
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.
- 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. Applicants (other than state, local, and tribal governments that receive more than \$35 million in direct federal funding per year) that do not have a current negotiated (including provisional) rate may elect to charge a de minimis rate of 10% of modified total direct costs, which may be used indefinitely.

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

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

##### 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](#) and attach it to their application in JustGrants. In addition, applicants may be required to submit their current year's audit report at a later time.

#### **Disclosure of Process Related to Executive Compensation**

An applicant that is a nonprofit organization may be required to make certain disclosures relating to the processes it uses to determine the compensation of its officers, directors, trustees, and key employees and must upload and attach a document with these disclosures to its application in JustGrants.

Under certain circumstances, a nonprofit organization that provides unreasonably high compensation to certain persons may subject both the organization's managers and those who receive the compensation to additional federal taxes. A rebuttable presumption of the reasonableness of a nonprofit organization's compensation arrangements, however, may be available if the nonprofit organization satisfies certain rules set out in Internal Revenue Service regulations with regard to its compensation decisions.

Each applicant must state at the time of its application (in the Data Requested with Application section) 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 states that it uses the safe-harbor procedure, then it must disclose, in an attachment to its application (to be titled "Disclosure of Process Related to Executive Compensation"), the process it uses to determine the compensation of its officers, directors, trustees, and key employees (together, "covered persons"). See 34 U.S.C. § 12291(b)(16)(B)(iii).

At a minimum, the disclosure must describe in pertinent detail: (1) the composition of the body that reviews and approves compensation arrangements for covered persons; (2) the methods and practices used by the applicant nonprofit organization to ensure that no individual with a conflict of interest participates as a member of the body that reviews and approves a compensation arrangement for a covered person; (3) the appropriate data as to comparability of compensation

that is obtained in advance and relied upon by the body that reviews and approves compensation arrangements for covered persons; and (4) the written or electronic records that the applicant maintains as concurrent documentation of the decisions with respect to compensation of covered persons made by the body that reviews and approves such compensation arrangements, including records of deliberations and of the basis for decisions. For a sample letter, see the [OVW website](#).

For purposes of the required disclosure, the following terms and phrases have the meanings set out by the Internal Revenue Service for use in connection with 26 C.F.R. § 53.4958-6: officers, directors, trustees, key employees, compensation, conflict of interest, appropriate data as to comparability, adequate documentation, and concurrent documentation.

Following receipt of an appropriate request, OVW may be authorized or required by law to make information submitted to satisfy this requirement available for public inspection. Also, a recipient may be required to make a prompt supplemental disclosure after the award in certain circumstances (e.g., changes in the way the organization determines compensation).

### **Memoranda of Understanding (MOUs) and Other Supportive Documents**

Applicants will be required to develop and submit an executed Partnership Agreement at the time of application. If a court is unable to enter into a Partnership Agreement, the court may submit a Letter of Commitment (LOC) in lieu of entering into a Partnership Agreement described in the LOC section below. For purposes of this solicitation, the Partnership Agreement is a document containing a collaborative agreement between an applicant and its partner(s) in which the lead applicant and other organizations collaborate for the purpose of an application, and it must be included as an attachment to the application in JustGrants. The Partnership Agreement is worth a total of **5 points and must adhere to the template language and structure**. The Partnership Agreement is not a substitute for a subaward agreement, which ensures that subrecipients adhere to the requirements of the award and 2 C.F.R. Part 200 (see 2 C.F.R. § 200.332). Partners receiving funds under the award generally are considered subrecipients because they are carrying out a portion of the federal award.

The Partnership Agreement **must** be a single document and **must** be signed and dated by the Authorized Representative of each proposed partner organization during the development of the application. OVW will accept electronic signatures. Partnership Agreements missing signatures may result in a point deduction or removal from consideration, particularly if the Partnership Agreement is missing the signature of a required partner. If necessary, a Partnership Agreement can include multiple signature pages so long as each page includes the names and titles of all signatories to the Partnership Agreement. If selected for funding applicants will be required to submit a full memorandum of understanding (MOU) within the first year of the grant award. Applicants selected for funding must include culturally specific and/or population specific organization(s) in the MOU and must include adequate funding for staff to provide direct services, activities that meaningfully impact project goals and activities, and any operating costs. Funding for culturally specific or population specific organizations should not consist of only consulting or advisory council on an infrequent basis, or training costs. Non-court applicants must complete the Partnership Agreement template available on the [OVW website](#).

### **Letter of Commitment (LOC)**

If a court is unable to enter into a Partnership Agreement, the court may submit a LOC in lieu of entering into a Partnership Agreement as described below:

1. If the court is the lead applicant and unable to enter into a Partnership Agreement, all project partners should submit LOCs and no Partnership Agreement is required.
2. If the court is a project partner and unable to enter into a Partnership Agreement, the lead applicant must submit a Partnership Agreement signed by the applicant and any other non-court partners and a LOC signed by the court partner.

**Note:** LOCs submitted in lieu of a Partnership Agreement under circumstances other than those defined above will not be accepted.

The LOC must clearly:

1. Be printed on official letterhead signed by the appropriate official.
2. Clearly identify the name of the organization and provide a brief description of the collaborative relationship with the applicant.

3. Highlight the expertise of the individual or organization's staff who will be affiliated with this project.
4. Clearly state the roles and responsibilities the organization would assume to ensure the success of the proposed project.
5. Demonstrate a commitment to work with the applicant and its partners to achieve the stated project goals.
6. Clearly state that the organization has reviewed the budget and is aware of the total amount being requested and the funding being requested for each project partner.
7. Specify the extent of the agency or organization's participation in developing the application.
8. State how the court is precluded from entering into an MOU.
9. Describe the resources that would be contributed to the project, either through time, in kind contributions, or grant funds (e.g., office space, project staff, and training).

**Note:** Courts may submit a Partnership Agreement at the time of application and will be required to develop and submit an executed MOU or LOC by the end of the first year of the project period.

### **Additional Application Components**

The following components will not be scored but must be included with the application. Failure to supply this information may result in the application being removed from consideration. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

### **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](#).

### **Proof of 501(c)(3) Status (Nonprofit Organization Only)**

As noted under Eligible Applicants, an entity that is eligible for this program based on its status as a nonprofit organization must be an organization that is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of the Code. All such applicants are required to attach a determination letter from the Internal Revenue Service recognizing their tax-exempt status. OVW cannot make an award to any nonprofit organization that does not submit a 501(c)(3) determination letter from the Internal Revenue Service.

### **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.

### **Certification of Eligibility**

Applicants must upload and attach in JustGrants the required certification letter, as described in the Eligibility Information section of this solicitation, corresponding to the type of entity applying as the lead applicant for the proposed project.

### **HIV Certification**

State and Unit of Local Government applicants must upload in JustGrants the applicable HIV testing requirement documentation.

### **Service Area Map**

Applicants must upload in JustGrants the proposed service area map with the population information.

### **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 (UEI) 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.

Until April 3, 2022 the UEI that applicants for federal grants and cooperative agreements are required to have is currently 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.

On April 4, 2022, the federal government will stop using the DUNS Number and move to the new Unique Entity ID (SAM) as the UEI. The Unique Entity ID (SAM) is a 12-character alpha-numeric value and once issued, will not change. Entities that are currently registered in SAM.gov already have a Unique Entity ID (SAM) which can be viewed in SAM.gov. The transition to UEI (SAM) will not impact an entity's registration expiration date or when renewal is necessary.

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 registered online with the SAM and with Grants.gov no later than April 12, 2022.

### **Submission Dates and Time**

After applicants 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 applicant's responsibility to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in an application not being considered for funding. Applicants should refer to the list below to ensure that all required steps and deadlines are met.

**Failure to begin registration or application submission by the deadlines stated in the list below is not an acceptable reason for late submission.**

#### Applicant Actions with Required Dates/Deadlines

- 1. To submit the Grants.gov portion of the application prior to March 30, 2022 at 8pm** - Obtain a DUNS number and register the DUNS number with SAM.gov as soon as possible. Apply for a DUNS number at <https://www.dnb.com> or call 1-866-705-5711. Access the SAM online registration through the SAM homepage and follow the online instructions for new SAM users. Entities that are currently registered in SAM.gov already have a Unique Entity ID (SAM) which can be viewed in SAM.gov.
- 2. To submit the Grants.gov portion of the application after March 30, 2022** - Register directly in SAM.gov (without a DUNS) starting on April 4, 2022 and be assigned a Unique Entity ID (SAM) upon registration. Access the SAM online registration through the SAM homepage and follow the online instructions for new SAM users. **Entities must update or renew their SAM registration at least once a year to maintain an active status.**
- 3. Register with Grants.gov by April 12, 2022.** Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration.
- 4. Submit Letter of Intent by April 12, 2022** to the ICJR Program at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov).
- 5. If necessary, request hardcopy submission by April 22, 2022.** Applicants that cannot submit an application electronically due to lack of internet access must contact the program at 202-353-5498 or [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) to request permission to submit a hardcopy application.
- 6. 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](#).
- 7. 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/Assistance Listing number, Grants.gov opportunity number, or the title of this solicitation, all of which can be found on the cover page. Submitting the SF-424 and SF-LLL well ahead of the Grants.gov deadline provides time to correct any rejections. The Grants.gov Workspace Status will change from "In Progress" to "Submitted" once the application has been successfully submitted in Grants.gov. Within 48 hours after submitting the application in Grants.gov, the applicant should receive four notifications from Grants.gov (i.e., submission receipt, validation receipt, grantor agency retrieval receipt, and agency tracking number assignment). Note: It is possible to receive the submission receipt and then receive a rejection notice a few minutes or hours later.
- 8. 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 AFTER receiving a confirmation email from Grants.gov, the applicant will receive an email from [DIAMD-NoReply@usdoj.gov](mailto: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](#).
- 9. 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. **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

Applications not submitted by **9:00 p.m. E.T. on April 28, 2022** 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 deadline. The lists below provide a description of the circumstances under which OVW will consider such requests. 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 the review process and criteria described in this solicitation.

To ensure fairness for all applicants, OVW requires that applicants requesting late submission adhere to the following:

#### Experiencing Technical Difficulties Beyond the Applicant's Reasonable Control

##### Issue with [SAM](#), [Grants.gov](#), or JustGrants Registration

1. Register and/or confirm existing registration at least three weeks prior to the application deadline to ensure that the individual who will be submitting the application has [SAM](#), Grants.gov, and JustGrants 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.

**Note: Failure to begin the SAM, Grants.gov, or JustGrants registration process in sufficient time (i.e., by the date identified in this solicitation) is not an acceptable reason for late submission.**

##### Unforeseeable Technical Difficulties During the Submission Process

1. Contact Grants.gov or OVW JustGrants, as applicable, for Applicant/User Support at least 24 hours prior to the applicable deadline.
2. Maintain documentation of all communication with Grants.gov or JustGrants Applicant/User Support.
3. Prior to the applicable deadline, contact this program, via email at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) indicating that the applicant is experiencing technical difficulties, including issues with SAM.gov, Grants.gov, or JustGrants, and would like permission to submit a late application. The email must include the following:
  - A detailed description of the difficulty that the applicant is experiencing.
  - The contact information (name, telephone, and email) for the individual making the late submission request.
  - The applicant's DUNS/UEI number.
  - Grants.gov or JustGrants application numbers and User Support tracking numbers
  - In the case of technical difficulties, the complete application packet (Proposal Narrative, Budget and Budget Narrative, Partnership Agreement/LOC, and Certification of Eligibility).

**Common foreseeable technical difficulties for which OVW will not approve a late submission:** (1) Using an outdated version of Adobe Acrobat; and (2) Attachment rejection (Grants.gov will reject attachments with names that contain certain unallowable characters).

**Note:** Through Grants.gov and JustGrants, OVW can confirm when submission began. Applicants that attempt final submission less than 24 hours before the deadline will not be considered for late submission. By beginning the final submission process 24-48 hours before the deadline, applicants should have sufficient time to receive notice of problems with their submissions and make necessary corrections.

##### Severe Inclement Weather or Natural or Man-Made Disaster

1. Contact this program at [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) as soon as the applicant is aware of severe weather or a natural or man-made disaster that may impede the submission of an application by the deadline. The email should include a detailed description of the weather event or natural or man-made disaster. A detailed description includes when the event occurred, or is likely to occur, the impacted area, and the specific impact on the applicant and/or partners' ability to submit the application by the deadline (e.g., without power for "x" days, office closed for "x" days). If the application is complete and ready for the submission at the time the applicant notifies OVW, the application should be included with the email.

2. Applicants impacted by severe weather or a natural or man-made disaster occurring on the deadline must contact OVW within 48 hours after the due date or as soon as communications are restored.

**Note: OVW may not be able to accommodate all requests resulting from severe inclement weather or a natural or man-made disaster.**

OVW will review the request for late submission and required documents and notify the applicant whether the request has been approved or denied within 30 days of the submitted request.

## **Application Review Information**

### **Review Criteria**

Applications will be scored based on the degree to which the application responds to each section and addresses each element in the section. Furthermore, applications will be scored based upon the quality of the response, capacity of the applicant and any partners, and the level of detail provided. Each element **must** be addressed in the section in which it is requested. Points may be deducted if the applicant does not include the information in the appropriate section regardless if it is included elsewhere within the application. Each section will be reviewed as a separate document and will be scored as such. Specifically, for the ICJR Program, scoring will be as follows:

1. Proposal narrative: (75) points, of which:
  - A. Purpose of the proposal: (15) points.
  - B. What will be done: (45) points.
  - C. Who will implement the proposal: (15) points.
2. Budget worksheet and budget narrative: 20 points.
3. Partnership Agreement/LOC: 5 points.

Note: The inclusion of culturally specific and/or population specific organization(s) and the amount of funds budgeted to support them will be considered as part of the review process.

Voluntary match or other cost sharing methods will not be considered in the evaluation of the application.

### **Review and Selection Process**

Applications will be subject to a peer review and a programmatic review.

#### Peer Review

OVW will subject all eligible, complete, and timely applications to a peer review process that is based on the criteria outlined in this solicitation. OVW may use internal reviewers, external reviewers, or a combination of both.

#### Programmatic Review

All applications that are considered for funding will be subject to a programmatic review. The programmatic review consists of assessing the application for compliance with the program's scope, activities that compromise victim safety, and, if applicable, past performance and priority area review. OVW reserves the right to add 1 point to applications submitted by states, Indian tribal governments, state and local courts (including juvenile courts), units of local government, and victim service providers and coalitions addressing one or more of the statutory priority(ies). OVW reserves the right to deduct points from applications for the following reasons:

1. Activities that compromise victim safety and recovery and undermine offender accountability (deduct up to 10 points).
2. Out-of-scope and unallowable activities (deduct up to 25 points).
3. Past performance (deduct up to 25 points).
4. Formatting and Technical Requirements (deduct up to 5 points).

An application that is deemed to be substantially out-of-scope, proposes a substantial number of activities that are unallowable, 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 receive a deduction in points as described above or be removed from consideration entirely regardless of the application's peer review score.**

#### *Past Performance Review*

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. Adherence to the grant program's statutory purpose and requirements.
2. Implementation of the project according to plan, without significant obstacles and/or challenges.
3. Implementation of the project within the original period of performance.
4. Drawdown of funds commensurate with the level of program activities completed.
5. Management of award such that applicant has had uninterrupted access to funds.
6. Attendance at/participation in all required OVW-sponsored training and technical assistance events.
7. Timely resolution of issues identified during programmatic monitoring.
8. Completion of close-out of prior awards within 120 days of the project end date.
9. Timely resolution of issues necessary to close out prior awards.
10. Timely resolution of issues identified during financial monitoring.
11. Timely response to OVW requests.
12. Development of deliverables that support the project goals and objectives and are of acceptable quality.
13. Implementation of the project as designed without unjustified modification.
14. Timely submission of federal financial reports (FFR).
15. Timely submission of performance reports.
16. Submission of complete and accurate performance reports.
17. Adherence to the terms and conditions of existing grant award(s) from OVW.

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.

#### 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 be notified of the outcome of their applications by October 1, 2022.

#### **Federal Award Administration Information**

##### **Federal Award Notices**

Successful applicants will receive OVW award notifications electronically from JustGrants (not Grants.gov). Recipients will be required to log into JustGrants to review 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 performance reports and quarterly Federal Financial Reports (SF-425). Appropriate performance 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:

- Programmatic questions, contact this program at 202-353-5498 or [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov).
- Financial questions, contact 888-514-8556 or [ovw.gfmd@usdoj.gov](mailto:ovw.gfmd@usdoj.gov)
- Technical questions:
  - Grants.gov Applicant Support at 800-518-4726 or [support@grants.gov](mailto:support@grants.gov)
  - OVW JustGrants Support at 1-866-655-4482 or [OVW.JustGrantsSupport@usdoj.gov](mailto: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. Prior to peer review, OVW will not contact applicants for missing items. 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
1. <b>Application for Federal Assistance: SF-424.</b>	
2. <b>Disclosure of Lobbying Activities (SF-LLL).</b>	
3. <b>Proposal Abstract.</b>	
4. <b>Letter of Intent.</b>	
5. <b>Surveys:</b> a. Pre-Award Risk Assessment. b. <b>ICJR DRA.</b>	
6. <b>Proposal Narrative:</b> a. Purpose of the Proposal. b. What Will Be Done. c. Who Will Implement the Proposal.	
7. <b>Budget Worksheet and Budget Narrative.</b>	
8. <b>Indirect Cost Rate Agreement (if applicable).</b>	
9. <b>Applicant Financial Capability Questionnaire (if applicable).</b>	
10. <b>Disclosure of Process Related to Executive Compensation (if applicable).</b>	
11. <b>Partnership Agreement/LOC.</b>	
12. <b>Letter of Nonsupplanting.</b>	
13. <b>Proof of 501(c)(3) Status (Nonprofit Organizations Only).</b>	
14. <b>Confidentiality Notice Form.</b>	
15. <b>Application Disclosure(s) of Duplication in Cost Items.</b>	
16. <b>Certification of Eligibility Letter.</b>	
17. <b>HIV Certification, HIV Assurance, or HIV Exemption Letter (States and Unites of Local Governments Only).</b>	
18. <b>Service Area Map with Population Size.</b>	

## Survey Questions

### ICJR DRA

#### ICJR Data Requested with Application

Applicants must respond to each question. The Data Requested with Application questionnaire is a required element and must be fully completed and submitted to successfully apply for this program.

#### Grant Point of Contact Information

1. Provide the following information for the grant point-of-contact. This person must be an employee of the applicant.

Name

Title

Address

Telephone number

Email address

#### Organizational Questions

2. Is the applicant (the organization whose unique entity identifier/DUNS number is being used for the application) serving as a fiscal agent? A fiscal agent is an entity that does not participate in implementation of the project and passes all funds through to subrecipients, conducting minimal administrative activities. Note: The fiscal agent must be an eligible applicant for the program.

List all subrecipients

The applicant must check the box to acknowledge that the applicant will be responsible for all applicable statutory, fiscal, and programmatic requirements, including those of 2 C.F.R. Part 200, as well as all project deliverables.

3. Has the applicant expended \$750,000 or more in federal funds in the applicant's past fiscal year?

Specify the end date of the applicant's fiscal year.

4. Is the applicant a nonprofit organization that is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code?

Note: Any entity that is eligible for this program based on its status as a nonprofit organization must upload proof of 501(c)(3) status in the Additional Application Components section of JustGrants

5. Is the applicant 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?

6. Is the applicant 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? For additional information about the safe-harbor procedure, see "Disclosure of Process Related to Executive Compensation" in the Budget and Associated Documentation section of this solicitation.

Note: Applicant must upload the required Disclosure of Process Related to Executive Compensation in the Budget/Financial Attachments section of JustGrants.

7. Is the applicant one of the following (check all that apply). Note: Checking any of these categories will not determine eligibility for funding; eligibility criteria, including related documentation requirements, are set forth in the Eligibility section of the solicitation.

8. Does the application propose to focus on a rural community or area (as defined by 34 U.S.C. 12291(a)(26))?

9. Is the applicant a federally recognized tribe?

10. Is the applicant a tribal organization as defined by 34 U.S.C. 12291(a)(38)?

11. Is the applicant a partner/subrecipient on a current grant or pending application for this grant program?

If a partner/subrecipient on a current award, provide the year of the award and the role of the applicant on the award.

If a partner/subrecipient on another pending application, provide the name of the applicant organization.

12. Are any proposed project partner(s)/subrecipient(s) on this application also a recipient, or project partner/subrecipient, on a current grant or another pending application for this grant program? If yes, the applicant is required to provide information on the relevant project partner(s)/subrecipient(s). The questionnaire allows for three project partner(s)/subrecipient(s). If the proposed project includes additional project partner(s)/subrecipient (s) that are on current grants or pending applications, contact the Program Unit at the email provided in this solicitation.

Provide the following information for the partner/subrecipient.

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Applicant Type and Partner Information – ICJR

13. Every applicant must have a partner. The required partner is determined by the applicant type. The applicant does not necessarily have to implement the project. If this is the case the applicant will have to identify the implementing organization. Select applicant type.

Indian Tribal Government

Will the applicant be implementing the project?

Identify the agency/organization who will be implementing the project.

Identify the required partner organization.

State

Will the applicant be implementing the project?

Identify the agency/organization who will be implementing the project.

Identify the required partner organization.

State and local courts (including juvenile courts)

Will the applicant be implementing the project?

Identify the agency/organization who will be implementing the project.

Identify the required partner organization.

State, tribal, or territorial domestic violence or sexual assault coalitions that partner with a state, Indian tribal government, or unit of local government

Identify the required partner organization.

Units of local government

Will the applicant be implementing the project?

Identify the agency/organization who will be implementing the project.

Identify the required partner organization.

Victim Service Providers that partner with a state, Indian tribal government, or unit of local government.

Identify the required partner organization.

Purpose Areas – ICJR

14. All applicants are required to address at least one Purpose Area. The Applicant Type will determine which Purpose Area an applicant can address. See Purpose Area in the Program Description section of this solicitation for additional information. Applicants must identify which Purpose Area the application will address. Check all that apply.

Purpose area #1 To implement pro-arrest programs and policies in police departments, including policies for protection order violations and enforcement of protection orders across state and tribal lines.

Purpose area #2 To develop policies, educational programs, protection order registries, data collection systems, and training in police departments to improve tracking of cases and classification of complaints involving domestic violence, dating violence, sexual assault, and stalking. Policies, educational programs, protection order registries, and training described in this paragraph shall incorporate confidentiality, and privacy protections for victims of domestic violence, dating violence, sexual assault, and stalking.

Purpose area #3 To centralize and coordinate police enforcement, prosecution, or judicial responsibility for domestic violence, dating violence, sexual assault, and stalking cases in teams or units of police officers, prosecutors, parole and probation officers, or judges.

Purpose area #4 To coordinate computer tracking systems and provide the appropriate training and education

about domestic violence, dating violence, sexual assault, and stalking to ensure communication between police, prosecutors, parole and probation officers, and both criminal and family courts.

Purpose area #5 (victim service providers may implement) To strengthen legal advocacy service programs and other victim services for victims of domestic violence, dating violence, sexual assault, and stalking, including strengthening assistance to such victims in immigration matters.

Purpose area #6 To educate federal, state, tribal, territorial, and local judges, courts, and court-based and court-related personnel in criminal and civil courts (including juvenile courts) about domestic violence, dating violence, sexual assault, and stalking and to improve judicial handling of such cases.

Purpose area #7 To provide technical assistance and computer and other equipment to police departments, prosecutors, courts, and tribal jurisdictions to facilitate the widespread enforcement of protection orders, including interstate enforcement, enforcement between states and tribal jurisdictions, and enforcement between tribal jurisdictions.

Purpose area #8 To develop or strengthen policies and training for police, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against older individuals (as defined in section 3002 of title 42) and individuals with disabilities (as defined in section 12102(2) of title 42).

Purpose area #9 To develop state, tribal, territorial, or local policies, procedures, and protocols for preventing dual arrests and prosecution in cases of domestic violence, dating violence, sexual assault, and stalking, and to develop effective methods for identifying the pattern and history of abuse that indicates which party is the actual perpetrator of abuse.

Purpose area #10 (victim service providers may apply) To plan, develop and establish comprehensive victim service and support centers, such as family justice centers, designed to bring together victim advocates from victim service providers, staff from population specific organizations, law enforcement officers, prosecutors, probation officers, governmental victim assistants, forensic medical professionals, civil legal attorneys, chaplains, legal advocates, representatives from community-based organizations and other relevant public or private agencies or organizations into one centralized location, in order to improve safety, access to services, and confidentiality for victims and families. Although funds may be used to support the colocation of project partners under this paragraph, funds may not support construction or major renovation expenses or activities that fall outside of the scope of the other statutory purpose areas.

Purpose area #11 To develop and implement policies and training for police, prosecutors, probation and parole officers, and the judiciary in recognizing, investigating, and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals.

Purpose area #12 To develop, enhance, and maintain protection order registries.

Purpose area #13 To develop human immunodeficiency virus (HIV) testing programs for sexual assault perpetrators and notification and counseling protocols.

Purpose area #14 To develop and implement training programs for prosecutors and other prosecution-related personnel regarding best practices to ensure offender accountability, victim safety, and victim consultation in cases involving domestic violence, dating violence, sexual assault, and stalking.

Purpose area #15 To develop or strengthen policies, protocols, and training for law enforcement, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against immigrant victims, including the appropriate use of applications for nonimmigrant status under subparagraphs (T) and (U) of section 1101(a)(15) of title 8.

Purpose area #16 To develop and promote state, local, or tribal legislation and policies that enhance best practices for responding to the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate treatment of victims.

Purpose area #17 (victim service provider may apply) To develop, implement, or enhance sexual assault nurse examiner programs or sexual assault forensic examiner programs, including the hiring and training of such

examiners.

Purpose area #18 To develop, implement, or enhance Sexual Assault Response Teams or similar coordinated community responses to sexual assault.

Purpose area #19 To develop and strengthen policies, protocols, and training for law enforcement officers and prosecutors regarding the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.

Purpose area #20 To provide human immunodeficiency virus testing programs, counseling, and prophylaxis for victims of sexual assault.

Purpose area #21 To identify and inventory backlogs of sexual assault evidence collection kits and to develop protocols for responding to and addressing such backlogs, including policies and protocols for notifying and involving victims.

Purpose area #22 To develop multidisciplinary high-risk teams focusing on reducing domestic violence and dating violence homicides by: a) using evidence-based indicators to assess the risk of homicide and link high-risk victims to immediate crisis intervention services; b) identifying and managing high-risk offenders; and c) providing ongoing victim advocacy and referrals to comprehensive services including legal, housing, health care, and economic assistance.

Is the applicant a continuation grantee?

Is this the first time the applicant has implemented this Purpose Area?

Purpose area #23 To develop, strengthen, and implement policies, protocols, and training for law enforcement regarding cases of missing or murdered Indians, as described in section 5704 of title 25.

Purpose area #24 To compile and annually report data to the Attorney General related to missing or murdered Indians, as described in section 5705 of title 25.

Statutory and OVW Priority Areas - ICJR

15. Does the application address any of the OVW priority areas?

Check all that apply

16. Will the application address any of the statutory Priority Areas?

Which statutory Priority Area does the application address? Check all that apply.

Priority Area #1 Do not currently provide for centralized handling of cases involving domestic violence, dating violence, sexual assault, or stalking by police, prosecutors, and courts.

Priority Area #2 Demonstrate a commitment to strong enforcement of laws, and prosecution of cases, involving domestic violence, dating violence, sexual assault, or stalking, including the enforcement of protection orders from other states and jurisdictions, including tribal jurisdictions.

Priority Area #3 Have established cooperative agreements or can demonstrate effective ongoing collaborative arrangements with neighboring jurisdictions to facilitate the enforcement of protection orders from other states and jurisdictions, including tribal jurisdictions.

Priority Area #4 Intend to utilize grant funds to develop and install data collection and communication systems, including computerized systems, and training on how to use these systems effectively to link police, prosecutors, courts, and tribal jurisdictions for the purpose of identifying and tracking protection orders and violations of protection orders, in those jurisdictions where such systems do not exist or are not fully effective.

Project and Applicant Information - ICJR

17. Identify the percentage of grant activities, should the application be funded, that will address each of the

following issues (the total percentages should not exceed 100)

18. Identify where the project will be implemented. This may be a geographical area(s), or a jurisdiction(s). Note: All applicants are required to submit a map of the proposed service area. The map must include population information. See What Will Be Done in the Project Narrative section of this solicitation for further information.

Court

Provide jurisdiction

Local

Provide the service area.

Multi-jurisdictional (10 or more counties)

Provide the service areas.

Regional (multiple counties or states)

Provide the service areas.

Provide name of Tribe.

Provide the service area.

19. Has the applicant ever been a direct recipient of the ICJR Grant Program?

List the year(s) the applicant received funding.

20. Has the applicant ever been a compensated project partner on an ICJR Grant Program?

List the year(s) the applicant received funding.

21. State the start and end date of the applicant's next state or tribal legislative session.

## **Pre-Award Risk Assessment 2**

Pre-Award Risk Assessment 3

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.

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.

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.

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.

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.

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.

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.GFMDusdoj.gov or 1-888-514-8556 immediately after the applicant is notified of its award to coordinate training.

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.

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.

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.