

# OVW Grants to Indian Tribal Governments Program (Tribal Governments Program)

FY 2022 Pre-Application Information Session

**Grants.Gov Deadline: May 19, 2022**

**Application JustGrants Deadline: May 24, 2022 at 9:00pm (EST)**

# About the Tribal Governments Program

The Tribal Governments Program was authorized to assist Tribal Governments and authorized Designees of Tribal Governments to respond to domestic violence, dating violence, sexual assault, sex trafficking, and stalking in their communities.

# Eligible Entities

- **Indian Tribal Government**, any tribe, band, pueblo, nation, or other organized group or community (including any Alaska Native village or regional or village corporation as defined in or established pursuant to the Alaska Native Claims Settlement Act).
- **Tribal Designee**, an organization that is acting as the authorized designee of an Indian Tribal Government.
- **Tribal Consortium**, a coalition of two or more separate Indian tribes that join together for the purpose of participating in self-governance.

# Purpose Areas

- Develop and enhance **effective governmental strategies** to curtail violent crimes against women and increase the safety of Indian women consistent with tribal law and custom.
- **Increase tribal capacity** to respond to domestic violence, dating violence, sexual assault, sex trafficking, and stalking crimes against Indian women.
- Strengthen **tribal justice** interventions including tribal law enforcement, prosecution, courts, probation, and correctional facilities.
- **Enhance services** to Indian women victimized by domestic violence, dating violence, sexual assault, sex trafficking, and stalking.

## Purpose Areas (cont'd)

- Work in cooperation with the community to develop **education and prevention strategies** directed toward issues of domestic violence, dating violence, sexual assault, sex trafficking, and stalking.
- Provide programs for **supervised visitation and safe visitation exchange of children** in situations involving domestic violence, sexual assault, or stalking committed by one parent against the other with appropriate security measures, policies, and procedures to protect the safety of victims and their children.

# Purpose Areas (cont'd)

- Provide **transitional housing** for victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking, including rental or utilities payment assistance and assistance with related expenses such as security deposits and other costs incidental to relocation to transitional housing, and support services to enable a victim of domestic violence, dating violence, sexual assault, sex trafficking, or stalking to locate and secure permanent housing and integrate into a community.
- Provide **legal assistance** necessary to provide effective aid to victims of domestic violence, dating violence, sexual assault, sex trafficking, and stalking who are seeking relief in legal matters arising as a consequence of that abuse or violence, at minimal or no cost to the victims.

## Purpose Areas (cont'd)

- Provide services to address the needs of **youth** (ages 11 – 24 years old) who are victims of domestic violence, dating violence, sexual assault, sex trafficking, or stalking and the needs of youth and children exposed to domestic violence, dating violence, sexual assault, or stalking, including support for the non-abusing parent or caretaker of the youth or child.
- Develop and promote **legislation and policies** that enhance best practices for responding to violent crimes against Indian women, including the crimes of domestic violence, dating violence, sexual assault, sex trafficking, and stalking.

## Purpose Areas (cont'd)

- Develop, strengthen, and implement policies, protocols, and training for law enforcement regarding cases of **missing or murdered Indians**.
- Compile and annually report data to the Attorney General related to missing or murdered Indians.

# Project Types

- **Standard Project:** Applicants may propose activities under one or more of the twelve statutory purpose areas listed in the prior slides.

OR

- **Improving Tribal Responses to Violence Against Native Women (ITR) Capacity-Building Project:** ITR Capacity-Building applicants will initially engage in a comprehensive assessment process that identifies the strengths and gaps of their community's responses to domestic and sexual violence. Following the assessment, a customized project implementation plan will be developed in consultation with an OVW-designated Technical Assistance Provider(s).

# Applicant Types

- **New:** Applicants that have never received funding under this program or whose previous Tribal Governments award ended more than 12 months ago.
- **Continuation:** Applicants that have an existing or recently closed award under this program.

Please note that grant recipients that received funding as a lead applicant under the Tribal Governments Program for 36 months either last year or the year before are NOT eligible to apply.

# NOTE: Continuation Applicants

Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) without adequate justification may not be considered for funding or may receive a reduced award amount if selected for funding.

# Required Partnerships

**All** applicants must demonstrate that the proposal was developed in consultation with a qualified partner. A "qualified partner" is: (1) a nonprofit, nongovernmental Indian victim services program, such as a domestic violence shelter program or rape crisis center; (2) a nonprofit, nongovernmental tribal domestic violence or sexual assault coalition; or (3) an advisory committee that includes women from the community to be served by the proposed project.

**All** applicants **must** submit a **Letter of Support** from a "qualified partner." For an example of a Letter of Support:  
<https://www.justice.gov/tribal/page/file/1113406/download>.

**Note:** Tribal Governments with a domestic violence/sexual assault program must submit a Letter of Support from a "qualified partner" as describe above. A Letter of Support solely from the Tribe's domestic violence/sexual assault program does not satisfy this requirement.

# Tribal Designees or Consortiums ONLY

A Tribal Designee or Consortium applicant **must** include with its application a Tribal Resolution or Other Document(s) Demonstrating Authority to Apply from each Tribe or Tribal Consortium Member. The Tribal Resolution or Other Documentation must state that the applicant is authorized to submit an application on behalf of the Indian Tribe(s), be current (developed within the open period of the solicitation), and be signed by the authorized representative(s) from the applicant and Tribe(s).

**Tribal Designees or Consortium applications that do not include a Tribal Resolution or Other Documentation of Authority to Apply will be removed from consideration.**

# Required Application Contents

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

- ✓ **Proposal Abstract:** must be entered into a text box in JustGrants and will not be scored but is used throughout the review process.
- ✓ **Data Requested with the Application (DRA):** a survey that must be completed in JustGrants but is not scored. The required questions appear at the end of this solicitation under the heading, Survey Questions. Applicants should click on the Tribal Governments DRA to access and complete the survey.

# Required Application Contents - cont'd

## Proposal Narrative

### Standard Projects:

- Purpose of the Proposal
- What Will Be Done
- Who Will Implement the Proposal

### ITR Capacity-Building Projects:

- What Will Be Done

# Required Application Contents – cont'd

✓ **Budget:** all applicants must complete the web-based budget form in JustGrants.

## **The budget must:**

\*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;

\*Cover a project period of **36 months**; and

\*include the **required** OVW-sponsored training and technical assistance.

# Required Application Contents – cont'd

- ✓ **Letter of Support** from a “qualified partner.”

**Note:** Tribal Governments with a domestic violence/sexual assault program must submit a Letter of Support from a “qualified partner.” A Letter of Support from the Tribe’s domestic violence/sexual assault program **does not** meet this requirement.

- ✓ **Tribal Resolution or Other Document(s) Demonstrating Authority to Apply from each Tribe or Tribal Consortium member:** Tribal Designees or Consortiums ONLY.

# Required Application Contents – cont'd

- ✓ **Letter of Nonsupplanting:** 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.
- ✓ **Confidentiality Notice Form:** form acknowledging compliance with VAWA confidentiality and privacy requirements. The form must be signed by the Authorized Representative and uploaded and attached under Additional Attachments in JustGrants.
- ✓ **Applicant Disclosure of Duplication in Cost Items:** applicants must disclose all current and recent OVW awards (if applicable) & 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.

# Grants Financial Management Division

- Data Requested with Application (survey)
  - Single Audit (threshold and fiscal year)
- IRS three-step safe-harbor procedure– Executive Compensation –
  - Sample Disclosure Letter
    - Address all four parts
  - Pre-Award Risk Assessment
- This is now a survey that must be completed in JustGrants.
  - Eleven questions; Multiple parts to each question
    - Most Common issues:
      - Brief list of policies and procedures not provided
      - Budgeted vs. Actual process not provided
      - Record Retention policy not provided
      - Knowledge of rules and regulations

# Resources

Training for OVW Applicants –

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

JustGrants Training for Web-based Budgets:

<https://justicegrants.usdoj.gov/sites/g/files/xyckuh296/files/media/document/jarg-appln-submission.pdf> (PG 30)

Uniform Guidance - 2 CFR Part 200

DOJ Financial Guide –

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

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

How to Apply for OVW Funding: <https://www.justice.gov/ovw/how-apply>

# Contact Information

OVW GFMD Helpdesk:

1-888-514-8556

[OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov)

# How to Apply

- Read the solicitation carefully to understand all steps required to submit an application and the time to complete those steps.

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

- Applicants may find this funding opportunity on Grants.gov by using the CFDA number (16.587) Grants.gov opportunity number, or the title of the solicitation, all of which can be found on the cover page of the solicitation.
- The FY 2022 application submission process is a two-step process. Application materials will be started in Grants.gov and fully submitted in JustGrants.
- All applicants must: (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.

# How to Apply – cont'd

- 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.
- 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.**

# How to Apply – cont'd

- After applicants register with SAM, they can begin the Grants.gov registration process. Applicants must complete the Grants.gov registration process prior to beginning their application.
- It is recommended that applicants begin these processes as soon as possible but no later than dates suggested in the solicitation.
- The E-Business Point of Contact (E-BIZ POC): (1) must register the applicant organization with Grants.gov; (2) oversees the applicant's Grants.gov transactions and assigns the Authorized Organization Representative
- After applicants register with SAM, they can begin the Grants.gov registration process. Applicants must complete the Grants.gov registration process prior to beginning their application.
- It is recommended that applicants begin these processes as soon as possible but no later than dates suggested in the solicitation.

# How to Apply – cont'd

- Applicants must complete the Application for Federal Assistance (SF-424) in **Grants.gov**.
- Applicants must complete and submit the Disclosure of Lobbying Activities (SF-LLL) in **Grants.gov**.
- After submitting the SF-424 and SF-LLL forms, the applicant will receive an email notification from JustGrants to complete the rest of the application in JustGrants. If the applicant is a new user in JustGrants, the email will include instructions on registering with JustGrants.
- Applicants will submit the full application, including attachments, in JustGrants.
- 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. For more information on registering with JustGrants, see <https://justicegrants.usdoj.gov>.

# How to Apply – cont'd

- Within 24 hours of JustGrants receiving your application from Grants.gov, the user submitting the application in Grants.gov and SAM E-Biz POC will receive an email to register for a JustGrants account. The email is from DOJ's secure user management system (DIAMD) and will include instructions on how to create an account.
- To ensure that you receive these emails and that they are not flagged as spam, we recommend adding "DIAMD-NoReply@usdoj.gov" to the trusted sender list in your email settings.
- The E-Biz POC at the applicant organization serves as the Entity Administrator and must log-in to JustGrants to confirm the entity's profile and add users. The user submitting the application in Grants.gov serves as the Application Submitter. Within minutes of completing your JustGrants account registration, the Application Submitter and the E-Biz POC (Entity Administrator) users will receive an email from JustGrants with a link to the application started in Grants.gov. Registration.

# How to Apply – cont'd

- Alternately, the Applicant Submitter can log-in to JustGrants and locate your pending application, numeric digits, excluding "GRANT", of the Grants.gov Tracking Number, in your Task list on the Home/Landing Page. (Example Grants.gov format: GRANT99999999 and JustGrants format: 99999999.)
- The Entity Administrator will need to log-in to JustGrants to review the Authorized Representatives associated with the Entity. If an Authorized Representative needs to be invited, the Entity Administrator will need to invite the individual to receive a JustGrants account. Note that an organization can have more than one Authorized Representative, as long as those individuals have documented authority to sign an agreement with the federal government. These actions are required before an application can be submitted.

# How to Apply, cont'd

- Within minutes of being invited to be an Authorized Representative, the individual will receive an email from [DIAMD-NoReply@usdoj.gov](mailto:DIAMD-NoReply@usdoj.gov) with instructions on how to create an account in DOJ's secure user management system.
- Once the Authorized Representative receives the email and completes the steps to create an account, the Authorized Representative will be available in JustGrants.

# How to Apply – cont'd

- The Application Submitter will need to complete the application by entering data into web-based forms, uploading attachments, and accepting assurances and certifications. The Application Submitter will also need to select the Authorized Representative(s).
- Once all sections are completed, the application submitter will submit the application.
- Upon successful submission of an application, the Application Submitter, Entity Administrator, and Authorized Representative will receive an email from JustGrants confirming submission of the application.

# How to Apply – cont'd

The Department of Justice has made a collection of self-guided training resources, including training and a Virtual Q&A session on Application Submission, available at <https://justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle>

# Questions?

- **Programmatic Questions:**

Email [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) or call 202-307-6026

- **Financial Questions:**

Email [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov) or call 202-307-6026

- **Technical Questions:**

Grants.gov Applicant Support: email [support@grants.gov](mailto:support@grants.gov) or call 800-518-4726

OVW JustGrants Support: email [OVW.JustGrantsSupport@usdoj.gov](mailto:OVW.JustGrantsSupport@usdoj.gov) or call 866-655-4482

# IMPORTANT DEADLINES

- **SAM and Grants.gov *Registration* Deadline: May 4, 2022**
- **Grants.Gov Deadline: May 19, 2022, 11:59pm (EST)**
- **Application JustGrants Deadline: May 24, 2022 at 9:00pm (EST)**