

MICHELLE BRICKLEY: Good afternoon, everyone. Again, my name is Michelle Brickley, and I'm Associate Director at the Office on Violence Against Women. Typically, this presentation would be done by the Grant program specialist who oversees this program. Her name is Tonette Gaza. And unfortunately, she was unable to be with us today, and I am actually filling in for her. I want to welcome each of you to today's pre-application conference call. And we are going to just move our way through the presentation. And then, at the end, we'll open up for Q&A, as Diomar already mentioned, so please jot down your questions, and we'll be sure to respond to them at the end of the presentation once I present the slides. All right.

So, this is just a slide that presents some very high-level information about solicitation close date, the Grants.gov number that you will find when searching for the solicitation in Grants.gov. The program's CFDA number, which is 16023, the primary focus of this program is, of course, sexual assault and direct services for survivors of sexual assault. The award period is for 36 months. And typically, awards are made up to \$300,000. And then, just a note, if you have not already done so, please make sure that you are registered in both SAM and the Grants.gov systems. Please do that before April the 5th. I'll talk a little bit more about the process for Application and Submission. But right now, your priority should be to make sure that you are registered in SAM and in Grants.gov.

Just a quick overview about the Office on Violence Against Women as part of the Department of Justice. OVW was created in 1995, and we administer grant programs authorized by the Violence Against Women Act and subsequent legislation. We provide national leadership on issues of domestic violence, dating violence, sexual assault, and stalking. And OVW grants support coordinated community response to hold offenders accountable and serve victims or survivors. And I'll just add, many of you that are following the Violence Against Women Act, you will know that the act was just reauthorized for fiscal year, VAWA 2022, which will go for an additional five years. And so, we are excited that we were able to after the authorization lapsed in 2018. The previous authorization was VAWA 2013, lasted for five years, lapsed in 2018. But the good thing about this is that as long as Congress appropriates money, we can still operate. And so, although VAWA had not been reauthorized, we were still able to make awards from fiscal year 2018 until fiscal year 2021 because Congress still appropriated funding for grants to be made. But we are certainly excited that VAWA 2022 was just recently authorized.

A little bit about the Sexual Assault Culturally Specific Program. So, this program — just a little background knowledge — this program is actually one of five programs that fall under the Sexual Assault Services Program. So, there's a big umbrella program titled "Sexual Assault Services Program." There are five programs under that umbrella. This program is one, there's another program that is a formula program, and those funds are administered to states and territories. And then those states and territories, in turn, release solicitations and administer that funding at that level. There are also state and territory coalitions — Sexual Assault Coalitions Programs that fall under the larger umbrella. That money is, of course, administered by the coalitions — tribal, state, and territory Sexual Assault Coalitions.

There is a sister program to this program, it is the Tribal Sexual Assault Services Program. And it is for tribal organizations, limited to tribal organizations as the applicants fall under the umbrella as well, and then this program also. So, the Sexual Assault Culturally Specific Program supports nonprofit organizations that primarily focus on culturally specific communities and have expertise in the area of sexual assault, or the organization can partner with another organization that has such expertise. The goal of the Sexual Assault Culturally Specific Program is to establish, maintain, and expand sustainable, culturally appropriate services that address the unique needs and challenges of victims of sexual assault from culturally specific communities. So, under that larger umbrella, the real premise behind the Sexual Assault Service Program was to have multiple funding streams to directly impact and provide direct services to sexual assault survivors. The first round of funding under that large umbrella for all of these programs was administered back in 2009. And that includes the first round of funding for this Sexual Assault Culturally Specific Services Program.

So, here's the definition of Culturally Specific Services. And all of this is, of course, statutorily defined. Culturally Specific Services means community-based services that include culturally relevant and linguistically specific services and resources to culturally specific communities. Culturally Specific means primarily directed toward racial and ethnic minority groups. And those groups are American Indians, including Alaska Natives, Eskimos, and Aleuts, Asian-Americans, Native Hawaiians, and other Pacific Islanders, Blacks, and Hispanics. So, culturally specific means these racial and ethnic minority groups have to be the focus of the organizations that apply for this particular funding stream.

So, for the Purpose Area, there's really only one purpose area for the Sexual Assault Culturally Specific Services program, and funds under this program must be used to support the establishment, maintenance, and expansion of culturally specific intervention and related assistance for victims of sexual assault. Such intervention and related assistance may include a 24-hour hotline to provide intervention services or make referrals, accompaniment and advocacy through medical criminal justice and social support systems, including medical facilities, police, and court proceedings, crisis intervention, short-term individual and group support services, comprehensive service coordination, supervision to assist sexual assault victims and family or household members, information and referral to assist the sexual assault victim and family or household members.

So, those are just some examples of what is meant by intervention and related assistance for this program. Some additional examples include community-based, culturally specific services and support mechanisms, including outreach activities for underserved communities and the development and distribution of materials on issues related to the services described above. Culturally Specific Services means community-based services that include, again, culturally relevant, and linguistically specific services and resources to culturally specific communities. We'll talk a little bit more about that when we get into the eligibility section of the presentation.

So, if some of you participating on today's call are familiar with OVW, typically we also, in addition to the statutorily defined programs' Purpose Areas, there are also OVW Priority Areas, and they are typically set by the Director of the office. And currently, our acting Director is Allison Randall. And these are the priority areas for fiscal year 2022 for this particular program. The first one is advance racial equity as an essential component of ending sexual assault, to strengthen efforts to prevent or end sexual assault, including improved outreach services and support for survivors of sexual assault, improve outreach services and support for survivors of sexual assault from underserved communities, particularly LGBTQ communities.

The Priority Areas are optional. So, you have to address the Purpose Area of the program, but the Priority Areas are optional. And that information will be weighed during the review of the application. So, Priority Areas give you additional consideration, but again, those areas are optional. If you had an opportunity to take a look at the solicitation for this program, there are some activities that compromise victim safety and recovery or undermine offender accountability. And we do not fund these activities because they jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Any applications that propose such activities may receive a deduction in points during the review process or may be eliminated from consideration altogether. Information on activities that compromise victim safety and recovery may be found in the Solicitation Companion Guide.

The activities listed below are —out-of-scope for the program and will not be supported by the program's funding stream. 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. So, some things that are out-of-scope for this program are research projects, activities focused on prevention efforts in public education — like bystander intervention, social norms campaigns, presentations on healthy families — any criminal justice-related projects, including law enforcement, prosecution courts, or forensic interviews. These are things that are out of scope for this program. Just keep in mind that this program is for direct services and intervention for survivors of sexual assault. Some additional out-of-scope activities include using funding for Sexual Assault Forensic Medical Examiner Programs, supporting Sexual Assault Response Team coordination, and providing training to allied professionals and the community(i.e., law enforcement, Child Protection Services, prosecution, and/or other community-based organizations). So, again, if you're familiar with OVW funding stream, typically, providing training to allied professionals under most programs is an acceptable activity — but under this program, it is not. The only training that can be done is the training of the advocates who will be providing direct services under this program. So, no training for prosecutors on how to prosecute cases. That's not this program. Again, it's for direct intervention services.

The Sexual Assault Services Program Culturally Specific Program is an extremely small program. To give you an idea, typically, we have about 14 awards per year. The award period of performance start date will be the start of the fiscal year 2023. So, the start date for the awards will be 10/01/2022 — the beginning of the fiscal year 2023. The anticipated total amount to be awarded under this solicitation is about \$3,750,000. The anticipated

maximum dollar amount of award is \$300,000. And then, as I mentioned earlier, the period of performance is 36 months for projects funded under this program.

Just a little background information — in addition to the Violence Against Women Act being reauthorized, it was reauthorized as part of the fiscal year 2022 Omnibus Budget. And so, when the solicitation was originally released, we used numbers from fiscal year 2021. But now that we actually have a budget, we know that there was an increase for the largest sexual assault services program — the big umbrella program. Last year it was authorized. We had about \$41 million for the larger program in the five different funding streams. This year, the authorization has been increased by \$13 million. So, for fiscal year 2022, SAS has \$54 million. And so, this program, the Sexual Assault Services Program, gets 10% of the authorization, which gives this program about \$5.4 million. So, a little uptick then was available last year, and the \$5.4 (million) will not be the total amount that is available for grants because there are some other things that have to come off that amount, like our salaries. So, we don't get any additional money for our salaries. It all comes off with the programs. But I say all that to say that there will be more awards made maybe somewhere around 18, 19, 20 — give or take — just due to the uptick, the fiscal year 2022 Omnibus Budget being passed, and the larger program receiving an increase.

The Types of Applications. So, you are considered a new applicant if you have never received funding under this program, or if you have previous funding of this program, but it lapsed or expired on or before May 3rd, 2021. You are considered a continuation applicant if you have an existing or recently closed — meaning it closed after May 3rd, 2021 — award under this program. And just keep in mind, as much as we would love to promise continuation funding, we are not able to do that. So, continuation funding is not guaranteed. So, if you're familiar with this program, this is an area where we're doing something just a little bit differently. So, I talked a little bit about the statutory purpose of this program, and there is a recognition that there are programs that meet the eligibility definition of culturally specific services, but they have not been in the position to be able to provide direct services to survivors. And so, this year, we have included an opportunity for applicants to apply if they so choose for what we are titling "Planning Grants." And so, planning grants under this program will be made for up to \$100,000 for a period of 24 months. And so, you can already see the difference between a planning grant, and if you came in for a grant that you're in a position to fully implement. So, the funding for the planning grants funds must be used to establish culturally specific sexual assault services, and we have listed some of the activities that the planning grants grantees would be focused on during that 24-month period.

So, the applicants (or those that submit applications for planning grants) who are ultimately chosen will participate in site visits with other culturally specific services programs that are implementing sexual assault services. They may do peer-to-peer exchanges with some of those organizations. There will be a lot of technical assistance provided to the planning grantees. They will use the 24 months to develop relevant policies and procedures regarding service provision for sexual assault survivors, delivering culturally specific sexual assault training to existing staff and leadership, funding a project and/or a planning coordinator (this is somebody who will spearhead the project as part of the planning grant), creating or revising program documents that really speak to the needs

of sexual assault survivors, revising intake forms, coordinating and conducting planning meetings, and establishing an advisory or consulting committee.

Applicants applying for a planning grant are required to set aside \$15,000 of their total budget for OVW training and technical assistance. These funds will be used during the period of performance of the grant project. And — this is just a little note — if you are an organization that applies for a planning grant and you're ultimately selected as a planning grantee, when you finish the 24 months of positioning your organization to be able to respond and provide services in a culturally specific way to sexual assault survivors, you may be eligible for a full noncompetitive award upon completion of the planning activities. Any future supplemental awards will be based on factors including, but not limited to, OVW's available appropriation and then the grantee's performance as a planning grantee. So, basically, if you complete the planning process, and we feel like you're adhering to the program — that you have carried out the planning grantee activities — then you may be eligible for a full, three-year, 36-month grant at \$300,000 to implement a full project for providing culturally specific sexual assault services.

Here is some additional information about who is eligible and who is not eligible for the fiscal year 2022 Sexual Assault Services Program recipients. So, if you received a fiscal year 2020 or fiscal year 2021 award under this program, you are not eligible to apply as a lead applicant, partner, or sub-recipient for the fiscal 2022 proposal. Likewise, an organization that is a partner or sub-recipient on a fiscal year 2020 or fiscal year 2021 award is not eligible to apply as the lead applicant, partner, or sub-recipient on the fiscal year 2022 proposal. So, I mentioned earlier that this is a very small program, and we certainly have to be mindful that you can't be a lead and then come in the following year as a partner. Because that certainly dwindles down the resources that would be available to support other programming across the country. Just a note on this slide, if you are a current grantee with a substantial amount of funding unobligated — meaning you have 50% or more remaining on your current award, as of the end of this month, without adequate justification, you may not be considered for funding or may receive a reduced award amount if selected for funding in fiscal year 2022. That means if you have a current award and you are still planning to apply, but when we go through our processes and we see that you have more than 50% of your money remaining on that current award, we may remove your application for fiscal year 2022 from consideration if there is not adequate justification about why that money is still remaining. Or we may still award you in fiscal year 2022, but at a reduced amount. So, we will be taking into consideration, "Hey, your organization still has X-dollars available under that current award, so we will award you in fiscal year 2022, but at a reduced amount."

So, some mandatory requirements for recipients under this program. As I mentioned before, you are required to participate in OVW-sponsored training and technical assistance, we call that TTNA. And I like to refer to training and technical assistance as a gift to OVW grantees. So, we don't just fund you under this program and say, "Okay, congratulations on your funding," and send you off on your merry way to implement your projects. In addition to the funding for your program, we also have a National Technical Assistance Provider, the Sexual Assault Sisters of Color Ending Sexual Assault Service —

a national nonprofit organization that is the TA provider for grantees funded under this program. And so, that is an additional gift to ensure that you have adequate technical assistance and are able to implement your program in a successful way. And so, I like to think of that as a bonus, as an added gift for OVW grantees.

Mandatory requirements. 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. Number three, the provision of sexual assault services to non-intimate partner sexual assault victims — applications proposing projects to serve only victims of intimate partner sexual assault will be removed from further funding consideration. So, what does that mean? This is the program where you can address sexual assault across the continuum. So, it could be child sexual abuse to adult [sexual abuse]. It does not have to be within the context of domestic violence or stalking. It can be outright sexual assault intervention. And so, if you propose a project where the work is within the frame of intimate partner violence only, you will be removed from consideration because the purpose of this program is to address sexual assault and sexual violence across the continuum — not just within the realm of intimate partner violence. If you don't remember anything, please remember bullet number three. This is where you can propose projects that reach across the spectrum. Keep in mind, I talked a little bit about planning grantees — if you were selected for a planning grant for that 24-month period, for up to \$100,000 you will not, during that 24-month period, be providing direct services to sexual assault victims and/or survivors. You will be using those 24 months to position the organization to be able to provide adequate services. So, just keep that in mind.

Eligibility Information. So, who's eligible to apply? Private, nonprofit/tribal organizations for which the primary purpose of the organization as a whole is to provide culturally specific services to American Indians — including Alaska Natives, Eskimos, Aleuts, Asian-Americans, Native Hawaiians, and other Pacific Islanders, Blacks, or Hispanics in the United States or US territories, Native-American tribal organizations other than federally recognized tribal governments, and nonprofits with a 501(c)(3) status with the IRS other than institutions of higher education. So, those are the groups that are eligible to apply. Here are some additional requirements for applicants for this program. You must have documented organizational experience in the area of sexual assault intervention or have entered into a formal partnership with an organization having such expertise. You must have expertise in the development of community-based, linguistically, and culturally specific outreach and intervention services relevant for the specific communities to which assistance will be provided or have the capacity to link to existing services in the community tailored to the needs of culturally specific populations, have an advisory board or steering committee and staffing which is reflective of the culturally specific community. Just a note, if the culturally specific program is one division within a larger organization with other areas of substantive work — for example — a division within a domestic violence organization, focusing on Black, Hispanic, Latino victims, the organization is not eligible.

So, keep in mind, that this program is for organizations that are rooted and grounded in their community and have implemented strategies that meet the cultural needs of the groups that I have mentioned multiple times. And so, that is why this program was statutorily approved to get the money into the hands of culturally specific organizations. It is not to get the money into the hands of organizations that are a subset focused on these groups. Also, another takeaway is sometimes we see organizations that apply, and they say they believe they are eligible by the mere fact of where they are located. So, let's say that I am located in the Bronx, and we serve a lot of Hispanic survivors of sexual assault — therefore, we say we are culturally specific. That is not the case, and that organization is not eligible. Again, it's about the mission. It is about the organization being culturally relevant. It is for them, by them. So, please keep that in mind. Now, there is some space in the program for what we consider, say, mainstream organizations who may be partners on these applications. But I'll talk a little bit more about that in just a second. So, just keep that in mind regarding who is eligible for these funds.

To ensure that projects supported by the Sexual Assault Services Culturally Specific Program, funds are implemented by eligible organizations with the required expertise. Applicants must document the expertise and/or the expertise of their project partners. They must submit an MOE or Memorandum of Understanding, and we'll talk a little bit more about that in just a second. So, let's get into some of the partnerships that I've just spoken of briefly. So, all of this goes to eligibility. So, Category I, your organization — those that fall into Category I — the applicant needs two things. The applicant is a culturally specific organization, the applicant has a demonstrated history of providing sexual assault services beyond intimate partner sexual assault, and they have had this expertise for at least a minimum of three years. There's no required partnership. You don't have to partner with another organization because you meet both criteria — culturally specific, and you have the sexual assault victim services beyond intimate partner sexual assault. You have both pieces.

Category II. The applicant is a culturally specific organization and will be partnering with another culturally specific organization that would otherwise be eligible to apply independently under this program. And — either the applicant or its partner — has a demonstrated history of providing sexual assault victim services, again, beyond intimate partner sexual assault for a minimum of three years. Sometimes, in this category, we see applications that come in from two eligible organizations, they meet both [criteria]. They're culturally specific, they have the [minimum] years, but they want to implement a project that is focused on two different groups. So, they want to implement a project that's focused on Blacks and Hispanics. And each one of them brings the expertise that is needed to the table, and they decided to partner together and they're going to split the funds — that is totally acceptable. Those applicants fall into category number II, and there's no cap on the compensation.

Category number III. The applicant is a culturally specific organization with less than three years of experience providing sexual assault victim services beyond intimate partner sexual assault. The applicant will be partnering with an organization with a demonstrated history of providing sexual assault victim services that is otherwise NOT eligible to apply

independently for this program. In such a case, the partner compensation is limited to \$30,000 for the three-year award period. The partner must use these funds to provide technical assistance on sexual assault and related victim services to the applicant. So, Category III is basically — I talked a little bit previously about mainstream organizations — for Category III, the applicant organization is culturally specific, so they meet that [criteria], but they do not have the required number of years of providing sexual assault victim services. So, they partner with an organization that has that expertise. And the whole idea is that over the 36 months, the partner organization will be providing training and technical assistance to the applicant about providing direct sexual assault victim services. And so, we have limited the compensation for the partner organization because that fund is solely for the training of the culturally specific organization. Basically, we want the transfer of knowledge around providing direct services for sexual assault survivors to come from the mainstream organization with the hopes that one day — maybe the next time the culturally specific organization applies — that organization has been in a position to be trained so they can now, on their own, provide the direct services to sexual assault victims. So, that is Category number III.

So, what I just mentioned of course is a mouthful. This chart kind of sums things up a little bit more. Category I meets both things [criteria] — culturally specific, minimum years of three years providing victim services, no partner required. Category II — minimum of three years held by the applicant or partner, it's two culturally specific organizations, no cap on partner compensation. Category III — the applicant is culturally specific, and you'll see the trend for all under that first column. You have to be culturally specific in order to apply for these funds. Category III — they [the applicant] partner with an organization that does have the three-year minimum, and because the partner is a non-culturally specific organization, we have capped the compensation for that partner. And just to note again about for planning grants, funds will be used to support the establishment of culturally specific sexual assault services. Applicants must partner with an organization that has a minimum of three years' experience providing sexual assault services. So, an MOU would be required. So, those that are interested in applying for a planning grant, your organization would not have the minimum three years of sexual assault victim services experience, so you would have to partner with an organization that has that expertise, and you would submit an MOU to detail the partnership for the project. This is just a note. 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.

So, we're going to move into Application and Submission Information. The complete application package (this solicitation including links to the required forms) is available on Grants.gov and on the OVW website. So, the solicitation for these programs is located in two places — Grants.gov and the website applicants wishing to request a paper copy of these materials can contact the office, or they can send the message to the OVW SASP Cultural mailbox. Applicants are strongly encouraged to submit a non-bonding Letter of Intent to the SASP Cultural mailbox by April 5th. Again, it's non-binding, meaning if you submitted and you decided not to apply, that's fine. Or if you don't submit the Letter of Intent and you decide to apply, that's fine as well. But it's always a good idea to go ahead

and submit the Letter of Intent because it gives us information that helps us in the planning process moving forward once the solicitation closes. Interested applicants who do not submit a Letter of Intent are still eligible to apply. And then, for more information, see the Application and Submission Information section of the solicitation. So, if you haven't had an opportunity to take a look at the solicitation for this program, all throughout the solicitation, there is information on who to contact for what. So, for technical assistance with Grants.gov, you will want to contact the Grants.gov Applicant Support, and there is a 1-800 number or support@grants.gov. And for technical assistance with JustGrants — for those for those who are not familiar, all DOJ grant-making components switched to a new Grants management system — we used to use GMS, the Grant Management System, but now, we are using a system called JustGrants. That is, of course, for application receipt and for management of Grants should you be selected for funding, and it is also used internally by OVW staff for administration of the Grants that are funded by our office. So, there's a number for the JustGrants Support. A number and an email address. I would just say to keep this information handy.

Application Contents. Proposal Narrative, your Budget Detail Worksheet, and the corresponding narrative for the budget. And then, the Memorandum of Understanding or the Memorandum of Exemption, signed and currently dated. And so, when we say currently dated, we want to see a date, of course, signed by the relevant authorized representatives planning to submit an application for this year's Sexual Assault Culturally Specific Program. So, we gave a date of your sign currently dated means on or after January 1st, 2022. So, just keep that in mind. This just gives you information about areas. The application does ask for a proposal abstract — it's a short summary, no more than two pages double-spaced. It talks about the goal and intended outcome, the primary activities for which funds are requested, who will benefit, and the products and deliverables of your proposed projects. And the Proposal Abstract will actually be entered into the text box in the JustGrants system. It will not be scored, but it is used throughout the review process. So, it's very important. Although it's not scored, you should still enter your Proposal Abstract into the JustGrants text box.

Data Requested with Application also known as the DRA, in JustGrants, when you go to complete your application, there will be two surveys that must be completed. One is the Pre-Award Risk Assessment — that really has to do with some financial questions that you'll need to answer as an applicant — and then there's the Sexual Assault Services Culturally Specific Data Requested with Application survey. So, you'll need to complete both of those surveys in order to successfully submit your application in JustGrants. 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.

So, this is information about your Proposal Narrative. Some guidelines on the technical aspects of [the narrative] — [no more than] 20 pages, double-spaced. Your Proposal Narrative must address three things — the Purpose of the Proposal, What Will Be Done, and Who Will Implement the Proposal. The total point associated with the Proposal Narrative is 60 points. So, out of 100 points, your Proposal Narrative weighs the most. So,

keep that in mind when responding to those three parts that make up the Proposal Narrative. Again, you will be referring to the solicitation for more guidance on what is asked in each one of those three parts so that you can respond appropriately in your Proposal Narrative.

Budget Worksheet and Budget Narrative. You will be completing this via a web-based budget form in JustGrants. Keep in mind, your budget should be supportive of what was talked about in the Proposal Narrative. So, display a clear link between a specific project activity and the proposed budget item. Make sure your budget includes the set aside money to attend OVW-sponsored Training and Technical Assistance in the amount of \$10,000. And if you are from a territory, Hawaii, or Alaska, you will want to set aside \$12,000 a little bit more money to be able to access the Training and Technical Assistance. And, yes, we are still asking that you set this funding aside recognizing that we are still not doing as much travel due to due to the pandemic, but things are opening up. And so, that money that is being set aside is for the life of the project for the full 36 months. And we are hopeful that travel will resume soon. Budgets must reflect 36 months of project activity.

The Budget Worksheet and Budget Narrative are worth a total of 20 points. So, although your budget has to be tied to the project activities and project narrative, you also have to include a budget narrative for the line-items that you include in your budget, so be mindful of that as well. So, you don't just include a line-item and no explanation for that line-item, or no explanation for the position that you've included in the budget. You want to make sure that there's a narrative to support the line-items that you have included in your web-based JustGrants Budget. For additional information, please see the Budget Worksheet and the Budget Narrative section of the solicitation.

These are just some costs that are unallowable and must not be included in your budgets. We cannot support lobbying, fundraising, purchase of real property, physical modification to buildings — including minor renovations, such as painting or carpeting, construction. So, don't include those things in your budget. And this is just a note about food and beverages — generally, food and beverage costs are not allowable. Recipients must receive prior approval to use grant funds to provide a working meal or refreshments at a meeting, conference, training, or any other event. And I would say, typically, if you are requesting food for staff to have a working meeting, most likely that won't be approved. But if you are requesting refreshments for survivors during their support groups or anything else that's connected to survivors, in all likelihood, that will be approved. But again, you have to have prior approval for those costs. We talked a little bit about the Memorandum of Understanding, also known as the MOU, and then a Memorandum of Exemption, known as the MOE. These documents, one or the other — not both — will be uploaded as an attachment in JustGrants. The MOU is a document containing the terms of the partnership and the roles and responsibilities between two or more parties. The MOU must be a single document and be currently signed and dated — we talked about that — by the authorized representative of each proposed partner organization during the development of the application. Category I applicants must submit an MOE as a Memorandum of Exemption, and you're basically saying to us, "We don't have a partner

because we are a culturally specific organization, and we have the minimum of three years providing sexual assault services." The total point value for the MOU or the MOE is 20 points. MOUs missing signatures may result in point deductions or removal from consideration. And I will also add that outdated MOUs or not currently dated MOUs or MOEs — they both need to have dates — you [applicants] can be removed from consideration. So, something as minor as that, you want to pay close attention to because it will determine how far your application moves in the process.

How to apply? So, there's a two-part process, applications must be submitted electronically via Grants.gov and JustGrants. Applicants who are unable to submit electronically must follow the instructions on the OVW Policy on Late Submissions. There is information on Submission Dates, times below for a list of steps for registering with all required systems, and deadlines for completing each step. To submit an application, all applicants must register with SAM and 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 the 5th. Now, all this information is in the solicitation, but we are highlighting it because this two-part authentication process for application submission is extremely important because if you miss the Grants.gov deadline, you will not be able to submit an application for the JustGrants deadline. Applications for this program will be submitted through a two-step process. Submission of the SF-424 and the SF-LLL in Grants.gov. So, the only thing that you will be doing in Grants.gov is submitting these two forms. That will meet the requirement of your application submission in Grants.gov. What that does is allow you to be able to submit your full application in the JustGrants system. So, full application — meaning uploading your MOU, your MOE, submitting your budget, budget worksheet, proposal narrative — all of that information will be submitted in JustGrants. But if you miss the Grants.gov deadline, and you do not submit the SF-424 and SF-LLL in Grants.gov, you will not be able to submit a full application in the JustGrants system. The third one [bullet], just reiterates what I just said — you want to submit those documents in the Grants.gov system as early as possible, but no later than 24 to 48 hours before the Grants.gov deadline.

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 applicant. Maintain documentation of when registration began, any issues related to registration, and all communication with technical support. Failure to begin the SAM, Grants.gov, or JustGrants registration process in sufficient time — by the date identified in this solicitation — is not an acceptable reason for late submission. So, this is why it's just a broken record. Go register on Grants.gov, do your SAM registration and submit those two documents in Grants.gov before the Grants.gov deadline, so that you are able to successfully submit a full application in the JustGrants system.

Application Review Information. So, we talked about the various sections. This [slide] just puts it in a chart to make it more easily seen, and to stand out. Again, the Proposal Narrative is worth 60 points. The Purpose of the Proposal, What will be done, Who will implement, the Budget Worksheet, the Budget Narrative is 20 points. The MOU or the

MOE, that's an additional 20 points. So, before I move on to peer review, I want to emphasize that these things that are outlined and are on this chart are a must. You must submit a Proposal Narrative that addresses those three components. You must submit a Budget Worksheet and Budget Narrative. And you must submit an MOU or an MOE. These are called requirements. In the process — there is a review once the solicitation closes — there is a period that is allocated to what we call basic minimum requirements. And so, we, the OVW staff, take a look at your applications to make sure you have included all of these things that are reflected on this slide. If your application fails to include any of these things, including if your MOU, or MOE is not signed, or is not currently dated, you will be removed from further consideration. Again, applicants, please keep in mind that this is a competitive grant process. And so, you want to ensure that all your I's are dotted and all your T's are crossed to be able to meet the basic minimum requirements, so that your application moves further into the process, which is Peer Review.

Peer Review is — and this is just a note — 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. When OVW staff does the basic minimum requirement look, it is a quick look, but we are making sure each element of the application is there, and what needs to be signed and dated is there. And then, it will move on to what we call a Peer Review where we use — as I mentioned — internal reviewers or external reviewers or both. And those reviewers actually look at how your proposal responded to the criteria in each one of the sections outlined in the solicitation. So, I say, the first step is to make sure to pay attention and take your time — because you do not want your application to be eliminated during the basic minimum requirement review for something like, you forgot to sign, you forgot a signature, or you forgot to date it, or you forgot your budget. So, just make sure that those pieces are fully done, and you have submitted all that is needed for your application because you want your application to be able to get to Peer Review.

After Peer Review, there's another process that is done by OVW staff — it is called Programmatic Review. All applications that are considered for funding will be subject to a Programmatic Review. The Programmatic Review consist of assessing the application for compliance with the program scope, activities that compromise with them safety, if applicable, if you're a current grantee, your past performance weighs into this as well, and whether your application addresses one of the OVW priority areas, which we talked about early on in the presentation — those are taken into consideration. But again, they are optional. And you don't have to address all three — you can choose one, or you can choose none, or you can choose two. It's up to you as the applicant, and the type of project that you are wishing to implement.

This [slide] gives you some idea of how many points can be deducted from your application during Programmatic Review. So, if your application is found to have activities that compromise victim's safety, your application could receive up to 25 points deducted. If there are out-of-scope and/or unallowable activities, up to another 25 points can be deducted, and it will also be based on your past performance. So, if you are a current

grantee and there's a trend of no justification — there's been, of course, with the transition into JustGrants, some delays in submitting your progress reports and your financial status reports— and we understand that. But, if you are a current grantee and you have not been submitting your reports, that can be an area where your proposed continuation project could face a deduction in points. And then, your application can also receive a deduction in points based on formatting and technical requirements. It is there for a reason. I wish I could say your application is the only application that we're going to look at. We are looking at many applications. And as a reviewer, and for our peer reviewers, it is important that your application adheres to those formatting and technical requirements. It is important that you adhere to the page limit requirements. If we say the Proposal Narrative should not be more than 20 pages, and you submit 30 pages, the peer reviewers will be instructed that they are not look at pages beyond 20 pages. So, we need you to be concise, and adhere to the information that has been outlined in the solicitation.

This [slide] talks a little bit more about Past Performance and just reiterates some of the things that I just spoke on as a part of the programmatic review process. Applicants with currently or recently closed OVW awards will be reviewed for past performance and risk. 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. And it [the slide] just directs you all to see the past performance review selection criteria outlined in the solicitation. This is just a note — so, we are in the fiscal year 2022 process, and the expectation will be that those of you who choose to apply for this program, you will be notified regarding funding decisions by October 1 of 2022.

Federal award administration and information. These are just some numbers to keep handy. I mentioned already that if you have programmatic questions, you can send an email to the SASP Culturally Specific mailbox. If you have financial questions — I mentioned that pre-award risk assessment survey that's part of the application — if you have questions regarding that survey, you can reach out to our staff in the Grant Financial Management Division, and they can assist you with those more nuanced questions that have to do with the Pre-Award Financial Risk Assessment question survey. Again, this slide just reiterates some of the numbers you want to keep handy for Grants.gov TA support and for JustGrants technical support.

Questions. “If an organization has some, but not all, desired SA services, may we apply for full grant versus planning grant?” You know, Clarisse, we will leave that up to you as the applicant. So, if you feel like your organization, based on the solicitation — you can talk about the culturally-specific sexual assault services that your organization currently provides. And if you feel like your organization wants to apply for a full award of 36 months, then that's up to you as an applicant. The planning grant could also be for an organization that has traditionally been providing domestic violence services. So, the organization has been providing culturally relevant DV services, and now they are saying, “We want to be able to provide adequate SA services, but none of our policies speak to SA services. Our intake forms don't speak to providing services to SA survivors.” Those organizations would also be eligible for a planning grant because although it's an existing

organization, they have traditionally have not provided sexual assault services, and they want to use the 24 months to do the activities that I outlined and position themselves to get appropriate technical assistance to be able to do peer-to-peer exchange with other culturally specific organizations providing culturally specific sexual assault services. But that's a question that you will have to answer as an applicant.

FEMALE: Okay. Thank you.

MICHELLE BRICKLEY: You're welcome.

FEMALE: Do you see the other questions in the chat?

MICHELLE BRICKLEY: "Are national organizations eligible to apply?" The answer would be no. Latrice says, "I have applied for two years in a row — fiscal year 2020, fiscal year 2021, and no award selection. Do you have someone who can walk my organization through the reviews for the past two years? We see positive changes in the lives of victims. We are assured of our effectiveness but fail completely to successfully convey the same to you. We are humbled by failures and in earnest to learn how to communicate why our organization is worthy of this financial partnership with OVW. Please let us know how to learn from our mistakes."

Well, that is an excellent question. I advise all applicants who apply for any funding stream from OVW to always follow up. So, I mentioned earlier, the grant program specialist for this program is Tonette Ngassa. If you can reach out to her, I know for a fact she is very willing to share with you why you weren't selected for funding, if it was that your application that was eliminated at BMR, or maybe your application made it through BMR, and you submitted everything that was supposed to be submitted, but when it got to peer review, it was not selected for funding for whatever reason. Again, keep in mind, this is a very small program, we have limited funding to support projects, but I would encourage you to always follow up and ask for peer review comments because access to those comments about where your application may have fallen short will be a feather in your hat in improving upon your next application. And so, Latrice, I would encourage you to reach out to Tonette. Typically, it's much better to do it much further out because right now, your focus is probably on trying to submit the next application. So, basically, when October comes, and you get letter that says you weren't selected — whatever the case may be — you need to reach out at that point to say, "Hey, can I get my peer review?" or, "Can you tell me why..." If it was a BMR elimination, typically, the BMR, the letter says that "you were eliminated because of..." — an inadequate signature or something was missing from your application. But if you weren't selected for funding, you definitely want to ask for your peer review comments so that information can assist you with writing, should you choose to apply in subsequent fiscal years.

That is my "keep it in your back pocket." It's just the reality — we certainly can't support all projects and all organizations that apply for funding. This is not a job at continuation applicants, but sometimes organizations get comfortable in receiving grant funding and they may do something — they don't update their MOE or their MOU, they submitted an outdated document. Well, their removal could mean a new applicant is able to continue on in the process because they did everything correctly.

So, my whole thing is, don't get comfortable because the funding is always competitive. And don't be afraid to reach out when you receive that letter that say you were not selected to ask the questions — "Why wasn't I selected?" "Can I get my peer review comments?" — so that you can improve your application the next go around. And again, that is not just for this program. That is for any program that you apply to from the Office on Violence Against Women. You always want to know more information about why the application was not selected.

Oh, I have a tidbit — what I typically share when I was implementing an outreach project. So, yes, if I tell you the award period for a full award to do direct services is 36 months, the budget cap is \$300,000. You can ask for \$300,000 but you don't have to. You can ask for what you feel like is needed in order to implement your project. Some applicants feel this program relatively small, but some of the other programs that have larger appropriations — if the program has 15 purpose areas, they're going to address all 15 purpose areas and they're going to ask for \$900,000, because as an applicant, you're thinking, "I'm going to ask for everything because if they cut me, then there's a little cushion-built in." But my advice to you is ask for what you need. An application reads much better — it's much more feasible — if I feel what you have proposed is based on what you plan to implement aligns. This program only has one purpose area, and priority areas that you can choose to address, if you would like to. But ask for what you feel like you need to implement a successful project in the community in which you serve. Don't operate from the frame, "I'm going to just ask for more because if they cut me, then I'm right where I need to be." No, ask for what you need — don't always ask for more. So, that's just a tidbit of information when it comes to applying for a grant funding with OVW.

FEMALE: Can I jump in with a question, Michelle?

MICHELLE BRICKLEY: Sure.

FEMALE: Okay. Thank you. I just want to make sure — so the step of submitting the SF-424 and the SF-LLL in Grants.gov — I could do that, right now, right? If I have an account, I don't have to wait until a certain time?

MICHELLE BRICKLEY: You can do that right now, and we actually encourage you to do that.

FEMALE: Okay. Great. But...

MICHELLE BRICKLEY: The sooner you can do that, the better. And it sounds like you are already familiar — you've already registered in SAM and Grants.gov — you can go in and submit. But for those who are not familiar and may not have an account in Grants.gov and in the SAM system, you want to do that now because you don't want to be faced with technical problems down the line that's going to impact you being able to submit your full application in JustGrants. So, just go now, do your registration. When that's complete, submit the two documents — it doesn't hurt if you submit the two documents in Grants.gov and then, you decide, "Oh, I don't want to apply," that's fine. But at least you got it done. You don't want to not do it and then decide to apply, but by the time to decide to do it, it's too late, you can't get those documents in to Grants.gov because you haven't done your registration in a timely fashion, which means you won't be able to submit a full application in JustGrants.

FEMALE: Thanks. And a second question there is, I guess I don't know what the SF-424 and SF-LLL are and I'm sorry, if you described them or mentioned them — but what's the nature of those forms? Like, what kind of information...?

MICHELLE BRICKLEY: Okay. Yeah, the SLL, that's the lobbying disclosure — like, you won't participate in lobbying.

FEMALE: Okay.

MICHELLE BRICKLEY: They're very, very, direct to the point forms. The SF-424 tells us a little bit about your organization — but it's just a form that you fill out — it just gives some preliminary information about your organization.

FEMALE: Okay. Thank you so much.

MICHELLE BRICKLEY: You're welcome.

FEMALE: Hi again. Is there a OVW technical and training service provider for this grant, a specific organization?

MICHELLE BRICKLEY: Yes. So, for this program, the TA provider is the SCESA — Sisters of Color Ending Sexual Assault.

FEMALE: Okay. That's what I thought you said. Thank you.

MICHELLE BRICKLEY: Yup. No problem.

We have about less than maybe like 29 minutes allocated for this call, but I'm like a college professor, I don't want to keep you if you don't want to be kept. But if you have questions, please feel free to ask them. I know we all have busy schedules and many of you on the call are direct services providers, so you have clients that you need to see, and we want to be mindful of the time.

Thank you so much. I appreciate the feedback. All right, Diomar, I think I might close. Again, you'll see the information repeated ad nauseum in the solicitation — just as far as who to contact if you have challenges, technical support for JustGrants or Grants.gov, but also, if you have programmatic questions that you would like to clarification on — that you think of after this call — you can always send an email to the Culturally Specific mailbox, ovw.sasp.cultural@usdoj.gov.