



OVW Fiscal Year 2022 State and Territory Domestic Violence and Sexual Assault Coalitions Program

Solicitation

Assistance Listing Number #	16.556
Grants.gov Opportunity Number:	O-OVW-2022-171111
Solicitation Release Date:	June 01, 2022 12:00 AM
Grants.gov Deadline:	July 05, 2022 11:59 PM
Application JustGrants Deadline:	July 07, 2022 9:00 PM

Eligible Applicants:

Other

Other

Eligible applicants are limited to: state and territory domestic violence and sexual assault coalitions in the United States or U.S. territories. For more information, see the Eligibility Information section of this solicitation.

Contact Information

For assistance with the requirements of this solicitation, email OVW at OVW.StateCoalitions@usdoj.gov. Alternatively, interested parties may call OVW at 202-307-6026.

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 June 23, 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.

Contents

Contact Information	1
Program Description	5
Overview of OVW	5
Statutory Authority	5
About this OVW Program	5
Program Scope	5
Purpose Areas	5
OVW Priority Areas	6
Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability	6
Out-of-Scope Activities	6
Limited Use of Funds	6
Activities Requiring Prior Approval	7
Federal Award Information	7
Awards, Amounts and Durations	7
Availability of Funds	7
Mandatory Program Requirements	8
Eligibility Information	8
Eligible Applicants	8
Ineligible Entities and Disqualifying Factors	8
Cost Sharing or Matching	8
Application and Submission Information	9
Address to Request Application Package	9
Content and Form of Application Submission	9
Formatting and Technical Requirements	9
Information to Complete the Application for Federal Assistance (SF-424)	9
Standard Applicant Information (JustGrants 424 and General Agency Information)	9
Proposal Abstract	10
Data Requested with Application	10
Proposal Narrative	10
Budget and Associated Documentation	11
Budget Worksheet and Budget Narrative (attachment)	11
Pre-Agreement Cost	12
Indirect Cost Rate Agreement (if applicable)	12
Financial Management Questionnaire (including applicant disclosure of high-risk status)	12
Disclosure of Process Related to Executive Compensation	12
Additional Application Components	13
Letters of Nonsupplanting	13
Confidentiality Notice Form	13
Disclosures and Assurances	13
Disclosure of Lobbying Activities	13
DOJ Certified Standard Assurances	13
DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements	13
Summary of Other Federal Funding	14
How to Apply	14
Submission Dates and Time	14
Application Review Information	15

Criteria, Review, and Review Process	15
Anticipated Announcement and Federal Award Dates	16
Federal Award Administration Information	16
Federal Award Notices	16
Administrative, National Policy, and Other Legal Requirements	16
General Information about Post-Federal Award Reporting Requirements	16
Federal Awarding Agency Contact(s)	17
Other Information	17
Public Reporting Burden- Paper Work Reduction Act Notice	17
Application Checklist	17
Survey Questions	17

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. § 10441(c)

34 U.S.C. § 12511(d)

About this OVW Program

The OVW State and Territory Domestic Violence and Sexual Assault Coalitions Program, (Coalitions Program, CFDA 16.556) is authorized by 34 U.S.C. § 10441(c). This grant program supports the critical work of state and territory domestic violence and sexual assault coalitions and is a set-aside program under the OVW STOP Violence Against Women Formula Grant Program statute. These organizations play an important role in advancing the goal of ending domestic violence, dating violence, sexual assault, and stalking.

This program also includes a statutory set-aside from the Sexual Assault Services Program (SASP) statute, specifically for state and territory sexual assault coalitions (34 U.S.C § 12511(d)).

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. § 10441(c), funds under this program must be used for one or more of the following purposes:

1. Coordinating state and territory victim services activities.
2. Collaborating and coordinating with federal, state, territory, and local entities engaged in violence against women activities.

Examples of activities that may be supported include:

- a. Providing training and technical assistance (T&TA) to member organizations.
- b. Expanding the technological capacity of coalitions and/or member organizations.
- c. Developing or enhancing appropriate standards of services for member programs, including culturally appropriate services for underserved populations.
- d. Conducting statewide, regional and/or community-based meetings or workshops for victim advocates, survivors, legal service providers, and criminal justice representatives.
- e. Bringing local program together to identify gaps in services and to coordinate activities.
- f. Increasing the representation of underserved populations in coordination activities, including providing financial assistance to organizations that serve underserved communities to participate in planning meetings, task forces, committees, etc.

- g. Engaging in activities that promote coalition-building at the local and/or state level.
- h. Coordinating at the federal, state and territory level with judicial or local law enforcement agencies to develop or enhance strategies to address identified problems.

Eligible sexual assault coalitions or dual domestic violence and sexual assault coalitions will receive additional funding from SASP's state and territory sexual assault coalitions set-aside to support the maintenance and expansion of state and territory sexual assault coalitions.

Pursuant to 34 U.S.C. § 12511(d)(2), grant funds must be used for the following statutory purposes:

- a. Working with local sexual assault programs and other providers of direct services to encourage appropriate responses to sexual assault within the state or territory.
- b. Working with judicial or law enforcement agencies to encourage appropriate responses to sexual assault cases.
- c. Working with courts, child protective services agencies, and children's advocates to develop appropriate responses to child custody and visitation issues when sexual assault has been determined to be a factor.
- d. Designing and conducting public education campaigns.
- e. Planning and monitoring the distribution of grants and grant funds to their state or territory.
- f. Collaborating with and informing federal, state, or local public officials and agencies to develop and implement policies to reduce or eliminate sexual assault.

OVW Priority Areas

In FY 2022, OVW is interested in supporting the priority area(s) identified below. In developing their projects, OVW encourages State and Territory coalitions to incorporate the following priorities:

1. Advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking.
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.
3. Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.
4. Expand economic justice and financial advocacy for survivors of sexual assault, domestic violence, dating violence, and stalking, including as a tool for violence prevention.
5. 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.

Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability

OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Any activities that compromise victim safety and recovery or undermine offender accountability will need to be removed from the application prior to final approval by OVW. Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the [Solicitation Companion Guide](#).

Out-of-Scope Activities

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

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 services for victims.
3. Prevention (excluding SASP funds).

Limited Use of Funds

Grantees may use up to one percent of grant award funds to assess their work for internal improvement purposes only,

such as by convening a listening session to identify service gaps in the community or surveying training participants about the quality of training content and delivery. Applicants considering such assessments must refer to the OVW research decision tree in the Solicitation Companion Guide to ensure that the activity does not qualify as human subjects research. The [Solicitation Companion Guide](#) also provides additional information on federal requirements related to research, assessments, and surveys.

Activities Requiring Prior Approval

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).

Federal Award Information

Solicitation Categories

This solicitation does not include Solicitation Categories.

Awards, Amounts and Durations

Anticipated Number of Awards
88

Anticipated Maximum Dollar Amount of Awards
\$267,469.00

Period of Performance Start Date
10/1/22 12:00 AM

Period of Performance Duration (Months)
12

Anticipated Total Amount to be Awarded Under Solicitation
\$14,978,345.00

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.

The award period is 12 months. Budgets must reflect 12 months of project activity, and the total “estimated funding” on the SF-424 must reflect 12 months. OVW anticipates that the award period will start on October 1, 2022.

Applicants should not exceed the award amounts listed in this solicitation and should carefully consider the resources needed to successfully implement the proposed project.

Funding levels under this program for FY 2022 are:

Domestic Violence Coalitions:

Awards to domestic violence coalitions in each state, the District of Columbia, the Commonwealth of Puerto Rico, American Samoa, Guam, the Northern Mariana Islands, and the Virgin Islands should submit a budget for \$90,342.

Sexual Assault Coalitions:

Awards to sexual assault coalitions in each state, the District of Columbia, the Commonwealth of Puerto Rico, American Samoa, Guam, the Northern Mariana Islands, and the Virgin Islands should submit a budget for \$90,342 and should budget an additional amount of \$86,785. The total budget amount should be \$177,127. The budget submitted by a sexual assault coalition must clearly identify the SASP funding stream.

Dual Sexual Assault and Domestic Violence Coalitions:

Awards to dual sexual and domestic violence coalitions (dual coalitions) for FY 2022 under the STOP state and territorial coalitions set-aside should submit a budget for \$180,684 and should budget an additional amount of \$86,785 under the SASP state and territory set-aside for FY 2022. The total budget amount should be \$267,469. Dual coalitions must ensure an equitable distribution of funds in their budgets to sexual assault and domestic violence related activities. The budget submitted by a dual coalition must clearly identify the STOP and SASP funding streams.

OVW estimates that it will make up to 88 awards for an estimated \$14,978,345.

OVW has the discretion to negotiate the scope of work and budget with applicants prior to an award and /or release of funding.

Awards will be made as grants.

Awards will be considered new awards.

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.

Eligibility Information

Eligible Applicants

Pursuant to 34 U.S.C § 10441(c), the entities listed below are eligible to apply for this program. As of [insert date we received designations from CDC and FVPSA], this is the list from the Department of Health and Human Services. However, this may be subject to change, in which case we will notify any affected coalition as soon as possible.

Eligible Entity	Coalitions Program	SASP Program Set-Aside
Domestic violence coalitions: current list of eligible domestic violence coalitions can be found at: State and Territory Coalitions	Domestic violence coalitions are eligible for funding through this program and should provide programming, activities, and budget details addressing the purpose areas of this program.	Domestic violence coalitions are not eligible for funding appropriated through the SASP Program set-aside.
Sexual assault coalitions: current list of eligible sexual assault coalitions can be found at: State and Territory Coalitions	Sexual assault coalitions are eligible for funding through this program and should provide programming, activities, and budget details addressing the purpose areas of this program.	Sexual assault coalitions are eligible for funding through the SASP Program set-aside and should provide programming, activities, and budget details addressing the purpose areas of the SASP Program set-aside.
Dual coalitions: current list of eligible dual coalitions can be found at: State and Territory Coalitions	Dual coalitions are eligible for funding through this program and should provide programming, activities, and budget details addressing the purpose areas of this program, with funding evenly divided between domestic violence and sexual assault activities.	Dual coalitions are eligible for funding through the SASP Program set-aside and should provide programming, activities, and budget details addressing the purpose areas of the SASP Program set-aside.

Ineligible Entities and Disqualifying Factors

Applications submitted by ineligible entities will not be considered for funding. Pursuant to 34 U.S.C. § 12291(b)(16)(iii), an applicant that is found to have an unresolved audit finding (not closed or resolved within 12 months of the final audit report from the Inspector General of the Department of Justice) is not eligible for funding during the following two fiscal years.

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.

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 202-307-6026 or OVW.StateCoalitions@usdoj.gov.

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.

Formatting and Technical Requirements

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

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 10 pages for the Proposal Narrative
7. Word documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation

Application Contents

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

1. Proposal Narrative
2. Budget Detail Worksheet and Narrative

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 Coalitions 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 10 pages, double-spaced. The Proposal Narrative must include the 3 sections below. Applicants must upload the Proposal Narrative as an attachment in JustGrants.

Purpose of the Proposal

This section must:

1. Provide the applicant's state/territory demographic information.
2. List the applicant's member organizations.
3. Detail how the applicant's membership organizations are reflective of the demographics of the state/territory.
4. Describe the need to be addressed.
5. Detail how the project will impact current or prior efforts.

What Will Be Done

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. Provide a thorough description of the training activities that will be performed (if applicable), including: A) What training activities will address domestic violence, dating violence, sexual assault, and stalking, B) How often the training(s) will be offered, and C) Describe how activities will reach and address the needs of all populations in the state or territory.
2. Provide a thorough description of the outreach activities that will be performed (if applicable), including: A) What outreach activities will address domestic violence, dating violence, sexual assault, and stalking, B) Anticipated number of outreach activities, C) Describe how outreach activities will reach and address the needs of all populations in the state or territory.
3. Provide a thorough description of the product(s) to be revised or developed (if applicable), including: A) Whether the product(s) will address domestic violence, dating violence, sexual assault, and stalking, and B) An explanation why the product(s) will be developed or revised.
4. Describe how the proposed project will address the unique needs of the traditionally underserved populations identified in the Purpose of the Proposal section above.
5. 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.

Who Will Implement the Proposal

This section must:

1. Identify the key individuals and organizations, including project partners, involved in the proposed project.
2. 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.

Budget and Associated Documentation

Applicants must submit a detailed budget and budget narrative and must upload the applicable associated documentation as described below under each heading.

Budget Worksheet and Budget Narrative (attachment)

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

Award Period and Amount

The grant award period is 12 months. Budgets must reflect 12 months of project activity, and the total “estimated funding” (block 18) on the SF-424 must reflect 12 months.

Awards under the State and Territory Coalitions Program for FY 2022 will be made for the following amounts:

1. Domestic Violence Coalitions: \$90,342
2. Sexual Assault Coalitions: \$177,127
3. Dual Coalitions: \$267,469

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 \$5,000 for applicants located in the 48 contiguous states and \$8,000 for applicants located in the territories, Hawaii, and Alaska. 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. The budget must clearly identify which expenses are allocated to the SASP coalitions funding.
4. Include funds or describe other resources available to the applicant to ensure access for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency. See Accessibility under [Federal Award Administration Information](#) for more information.
5. Distinguish clearly between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.331, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating an MOU partner, and a contract is for the purpose of obtaining goods and services for the grantee's own use. The substance of the relationship is more important than the form of the agreement in determining whether the recipient of the pass-through funds is a subrecipient or a contractor. The awarding and monitoring of contracts must follow the recipient's documented procurement procedures, including full and open competition, pursuant to the procurement standards and monitoring requirements in 2 C.F.R. §§ 200.317-200.327 & 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.
3. A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.
4. Other extenuating circumstances necessitate the provision of food.

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

Conference Planning and Expenditure Limitations

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

Pre-Agreement Cost

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

Indirect Cost Rate Agreement (if applicable)

Applicants that intend to charge indirect costs through the use of a negotiated indirect cost rate must have a current, signed, federally approved indirect cost rate agreement and must upload and attach a copy of the agreement to their application in JustGrants. [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 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).

Additional Application Components

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

Letters of Nonsupplanting

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

Confidentiality Notice Form

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

Disclosures and Assurances

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

Disclosure of Lobbying Activities

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

DOJ Certified Standard Assurances

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

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.

Summary of Other Federal Funding

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.

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.

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. 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 June 23, 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 a delay in access to funds. Applicants should refer to the list below to ensure that all required steps and deadlines are met.

Applicant Actions with Required Dates/Deadlines

1. **Register directly in SAM.gov by June 23, 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.**

2. **Register with Grants.gov by June 23, 2022.** Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration.
3. **If necessary, request hardcopy submission by June 30, 2022.** Applicants that cannot submit an application electronically due to lack of internet access must contact the program at 202-307-6026 or OVW.StateCoalitions@usdoj.gov to request permission to submit a hardcopy application.
4. **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](#).
5. **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.
6. **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 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](#).
7. **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.
8. **Confirm application receipt:** Applicants should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications. OVW does not send out these notifications, nor does OVW receive a copy of these notifications. It is the applicant's responsibility to notify OVW of any problems with the application submission process. **Submitting the application components at least 48 hours before each deadline (Grants.gov or JustGrants, as applicable) will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.**

OVW Policy on Late Submissions/Other Submission Requirements

To ensure timely award processing, applicants must submit the application by July 7, 2022. Applicants anticipating late submission should contact OVW at OVW.StateCoalitions@usdoj.gov to provide an explanation for the delay and an anticipated submission date. Submitting the application after the deadline may result in a delay in access to funds.

Application Review Information

Criteria, Review, and Review Process

This is a formula grant program; therefore, applications are not subject to a peer review. Applications are subject, however, to a programmatic review to ensure that the application is complete and meets applicable statutory, regulatory, and other program requirements as described in this solicitation. Applicants must submit all information requested in the Application Contents and Additional Required Information sections of this solicitation. If any required elements are missing, OVW will contact the applicant to request prompt submission of relevant documents. Failure to include required information at the time of submission may result in a delay in funding.

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

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.

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

and performance matters available on the [OVW website](#).

Federal Awarding Agency Contact(s)

For assistance with the requirements of this solicitation, contact the following:

- Programmatic questions, contact this program at 202-307-6026 or OVW.StateCoalitions@usdoj.gov
- Financial questions, contact 888-514-8556 or ovw.gfmd@usdoj.gov
- Technical questions:
 - Grants.gov Applicant Support at 800-518-4726 or support@grants.gov
 - OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov

Other Information

Public Reporting Burden- Paper Work Reduction Act Notice

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

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

Application Checklist

Applicants must submit a fully executed application to OVW, including all required supporting documentation. Additionally, if an applicant plans to submit an application under any other OVW grant program this fiscal year, it is the applicant's responsibility to ensure that only documents pertinent to this solicitation are included with this application. OVW will not redirect documents that are inadvertently submitted with the wrong application (e.g., a Rural Program letter submitted with a Transitional Housing Program application will not be transferred to the Rural application).

Application Document	Date Completed
1. Application for Federal Assistance: SF-424.	
2. Disclosure of Lobbying Activities (SF-LLL).	
3. Proposal Abstract.	
4. Surveys: a. Pre-Award Risk Assessment b. Coalitions DRA	
5. Proposal Narrative: a. Purpose of the Proposal. b. What Will Be Done. c. Who Will Implement the Proposal.	
6. Budget Worksheet and Budget Narrative.	
7. Indirect Cost Rate Agreement (if applicable).	
8. Applicant Financial Capability Questionnaire (if applicable).	
9. Disclosure of Process Related to Executive Compensation (if applicable).	
10. Letter of Nonsupplanting.	
11. Confidentiality Notice Form.	
12. Application Disclosure(s) of Duplication in Cost Items	

Survey Questions

Coalitions DRA

Grant Point of Contact Information

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

Coalitions DRA

1. 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 acknowledges that it 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.

2. 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.

3. 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?

4. 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.

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

Check all that apply

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.