

KARA MOLLER: Good afternoon, everyone, and welcome to the Application Webinar for the Fiscal Year 2023 OVW Disability Grant Program. The Office on Violence Against Women, which I will refer to as OVW, is convening this webinar to go over this year's solicitation for this program. My name is Kara Moller. I'm one of the program specialists for this program, and I am this year's point of contact for the solicitation.

During this session, I will cover highlights of the solicitation. However, this is not intended to go over every aspect of that document. All applicants are responsible for reading the solicitation in its entirety and ensuring that a complete application is submitted. The goals of today's webinar are to help you understand the program, the grant requirements, and how to apply.

The purpose of the Disability Grant Program is to create permanent changes within and among the organizations in your collaboration that result in more accessible, safe, and effective services for survivors with disabilities and Deaf survivors. So, what does this mean? There is a history of victim service providers and disability service providers working in different avenues, from different frameworks, and not having the strongest relationships. They've historically been two different fields, with different foundations and approaches for the communities they're serving. Through this program, we will bring together disability organizations and the domestic violence and sexual assault providers to work together in a truly collaborative nature at the intersections. This is really about doing something new, with a focus on building the internal infrastructure of the organizations involved. And that is where the time will be spent for this grant program, and what will truly lead to safe and accessible services for people with disabilities and Deaf individuals. So, this is a program that creates change within organizations.

Most of the work that you will do will focus internally and not externally, so you will not be going out into the community, you will not be going out and doing trainings. And this is definitely not a direct services grant. It is about everybody, the whole group involved, making changes, identifying organizational changes, learning together and from each other, and building an approach that can be sustained with all the organizations in the collaboration. This is really about positioning yourselves so you can go out into the community to provide services in a safe, informed manner.

In order to achieve these goals, it is important you have the right partners and organizations involved. And by this I mean the partners directly related to the problem that you've identified that you will address. And it means having the right number of partners. We won't tell you how many partners to have, but history has shown that projects with fewer partners are more successful—narrowing it down to who's most

crucial to solving the problem that will be addressed. Again, this is a program about collaboration and making changes. Like I said, this is not a direct services grant. This is not a funding source for projects already in the works that you want to fund. This is truly about something different and new. At its core is building a foundation to provide safe and accessible services in the future. It's an investment in your partnership so you can succeed later.

For the first three-year grant, you will follow a prescribed process, which is divided into two phases. The first part is where you are developing the documents and following the processes as outlined in the solicitation. Then the second part is where you will implement what you came up with through that first phase. And as you go through this process, you will be participating in intense technical assistance provided by the OVW designated technical assistance provider. This participation with TA is mandatory and a crucial part of our program. Before I go on, Amy, do you have anything else to add here?

AMY LODER: No. This is Amy. I think you did an excellent job, Kara.

KARA MOLLER: Thank you. I'm going to pause for a minute. That was a lot of information. And some of it I will go into in more detail and break down. But before I go any further, I do want to see if there's any questions at this time. Okay. Again, we will have other opportunities for questions, and I will be elaborating along the way. Just let us know.

AMY LODER: Oh, Kara, you do have a question. It is...

KARA MOLLER: Okay.

AMY LODER: ...how long do you anticipate each phase will be?

KARA MOLLER: Okay. I will talk about the phases later on, but I'll go ahead and answer now. Again, we're mostly talking right now about the first three-year grants for new applicants. And the first phase, the planning and development phase, is about 12 months, or about a year to a year and a half, with the implementation phase usually the last half of the grant.

Thank you for your questions, and please ask anything else anyone has. Thank you.

So, I will talk in more detail about the application process. But this is so important because these are the deadlines for the application. I will go over the process again

later. But, just to point out, the Grants.gov deadline will be March 6, at 11:59 p.m., with the JustGrants' deadline March 9, at 9:00 p.m.. Please don't forget that. I will go over this—what this means—later on, as well. It's just really important to point this out.

So, this slide summarizes all of the eligibility requirements in sort of three tiers. The first is the types of applicants eligible to apply. Eligible applicants are states, units of local government, tribal governments or organizations, and victim service providers.

In addition to being a type of applicant eligible to apply for this program, the project itself must either be local-focused or state-focused. A local- or tribal-focused project should consist of a collaborative team composed solely of local, tribal, or community-based organizations, such as a center for independent living or community health organization, and a rape crisis center or domestic violence or sexual assault program. Grant activities will focus within and between those local organizations represented on the local team. A state-focused project will consist of a collaborative team composed solely of organizations that operate on a state level, such as a state independent living council or state or tribal domestic violence or sexual assault coalition. A state-focused project may concentrate efforts between the organizations in this collaboration, or they may actually focus on one or two communities within the state as pilot project sites. It's important to note there is no mixing and matching here. It's either all local or all statewide. They must be all local or state. Again, there cannot be a mix.

And then lastly, the required partnerships of the multidisciplinary collaborative team must consist at a very minimum of at least one victim service provider or tribal organization serving victims of domestic violence, dating violence, stalking, or sexual assault, and at least one nonprofit, nongovernmental organization or tribal organization serving individuals with disabilities and/or Deaf individuals.

Applications must meet all three of these requirements. If not, the applications will be removed from consideration. For example, you may be a state organization eligible to apply, and you may have the required partners that include a victim service provider and a disability service provider. But you've included local partners. This makes you now no longer eligible to go further. So, please make sure you understand these three requirements. Funds under this program must be used for one of the eight...

AMY LODER: Hello?

KARA MOLLER: Yes?

AMY LODER: There's a question in here. It reads, "If the focus of our collaborative team will be local, can a statewide organization be the applicant and be the coordinator of the partnership, even though we have a statewide focus?"

KARA MOLLER: It seems like you say in the beginning that the focus is local, but at the end, you say the focus is statewide. So, I'm having a little bit of difficulty understanding.

AMY LODER: Yeah.

KARA MOLLER: If you don't feel bad joining on camera, maybe you can elaborate a little more?

SUZANNE: Can you hear me?

KARA MOLLER: Mm-hmm.

SUZANNE: Okay. Great. Sorry. I'm having some camera issues. This is Suzanne Isaza. Yes. I was just wondering, if there were a statewide coalition organization that was the applicant, would it be possible to have a local partnership, so that all of the partners would be local in focus, but the statewide organization would actually be the applicant. Is that acceptable, or does the lead applicant also have to be a local organization?

KARA MOLLER: The lead would have to also be local.

SUZANNE : Okay. So, anyone involved in the project would have to have a local focus? Okay.

KARA MOLLER: A local focus with all local community organizations, or a statewide focus with all statewide organizations. And there can't be mixing.

SUZANNE: Okay. Thank you so much.

KARA MOLLER: I believe there's other versions of the question coming in.

AMY LODER: There are other questions, and I can either read them aloud to you, or if you all want to ask them yourself, you can do so.

PARTICIPANT: Okay. I'm happy to ask my question. I put one in there about—so we have a group of folks locally who are interested in working together, but there's also someone who is just outside of our service area who has done a lot of work, both locally

and nationally, trying to center survivors with disabilities. And we had hopes to bring her in kind of on a consulting basis and wanted to know if that would be allowed. She would be coming to our local community.

KARA MOLLER: I'm going to let Amy Loder answer that question. I believe the answer is no. But I think that she can clarify what that means and why.

AMY LODER: If I understand correctly, you—oh, sorry, here, let me put my camera on. Sorry about that. If I understand it correctly, you're a local-focused group, but there is an individual who has done a lot of state, national, local...

PARTICIPANT: Right.

AMY LODER: ...work that you would like to include in your project for their expertise as...

PARTICIPANT: Right.

AMY LODER: ...a consultant. No. So...

PARTICIPANT: Okay.

AMY LODER: ...the people that are on your multidisciplinary collaborative team should be MOU signers.

PARTICIPANT: Right.

AMY LODER: So, they should be there every single meeting, every single step of the way, because this project is about equal responsibility, equal authority, equal accountability. I think that the person would need to fit, and you would have to justify why this person is involved in the project and why it's not just the organizations that you have already identified.

PARTICIPANT: Okay.

AMY LODER: Does that make sense?

PARTICIPANT: It does. I just want to make sure if we include information about this person... I represent the sexual assault service provider and the disability service provider. Both of us have worked with her previously, and so we were hoping to have

her be part of this process. And she's very interested. But I also don't want to weaken our application by adding her, based on some of this feedback.

AMY LODER: Sure. I will say that, if you are a multidisciplinary team partner, you are expected to make changes within your own organization.

PARTICIPANT: Absolutely.

AMY LODER: So, I'm not sure having a consultant as a partner is necessarily the exact fit, if that makes sense.

PARTICIPANT: Sure. No, that's helpful. Thank you.

KARA MOLLER: It's a good question. So, thank you.

AMY LODER: And there was that one just before this one, Sakena then had also put a question in the chat. And, Sakena, I don't know if you would like me to read your question or if you would like to ask the question yourself?

SAKENA: Sure. I can ask it myself. So, our state had already conducted a needs assessment on the same topic through another grant, and although it's not the same program, it's through OVW, and it was, I think, through the STOP program, and we were a subgrantee for that. I'm wondering if—since we've already done that, but we are a new state on this grant—would it be okay if we skip that as part of the phase one activities?

KARA MOLLER: I'll take this one. So, yes, as hard as it might be, you would be asked to put that aside and start fresh.

SAKENA: Oh, wow. Okay. Okay.

KARA MOLLER: It's pretty hard, but it really is about coming to the table and going through the process new with your core collaboration that you'll start, and as much as you may have some sort of concept of maybe things you think are going on. But you've got to let that go, and kind of meet together, and start really that conversation brand new.

SAKENA: Perfect. Good to know.

KARA MOLLER: Okay.

SAKENA: Thank you so much.

AMY LODER: And Kara, we have a question from Christy, but also we have Courtney's hand up, so I'm not sure which one came first. But Courtney, why don't you go, and then Christy. If you wanted to pose your question or if you would like me to read the question, we can go after Courtney, I believe.

COURTNEY: Hi. I'm so sorry. My team still cannot understand if we're eligible. I work at a local victim services agency. However, my colleague, Allie, runs the Deaf services program, which is statewide, but housed in a local agency. We're looking to partner with the Deaf Advocacy Project, which is statewide. So, we cannot get it clear. We don't understand if we're eligible.

AMY LODER: Can you say that again, Courtney? I'm sorry.

KARA MOLLER: Yeah, that was a little hard.

COURTNEY: Yes. So, I'm with a local DV agency in New Jersey, so county-specific.

AMY LODER: Okay.

COURTNEY: Within our agency, we have a Deaf services program, but that program works statewide with any survivor in New Jersey.

AMY LODER: Yep.

COURTNEY: But it's just housed in our agency. We're collaborating with the Deaf Advocacy Project, which is statewide in New Jersey, so we don't know if we are eligible.

AMY LODER: Yeah, no, this is a tough one. So, is this a state disability organization or like the state independent living center? Is that who you're partnering with?

COURTNEY: The Deaf Advocacy Project is under the New Jersey Coalition to End Domestic Violence, so they're a capacity-building TA.

AMY LODER: Oh. So, you're a coalition, and then are you saying that the Deaf project or program is the disability or the DV partner? Or are there three organizations or two that you're talking about?

COURTNEY: There are two organizations. One is local, but within that local agency, our Deaf program serves survivors statewide, because we're the only agency to do direct work for Deaf survivors in New Jersey.

KARA MOLLER: So, the victim services part is mostly local, but the Deaf part of the program offers services statewide? Is that what you're saying?

COURTNEY: Correct.

AMY LODER: Are you the same organization or are you the coalition?

COURTNEY: We want to collaborate with the coalition.

AMY LODER: Oh, but you're a local organization?

COURTNEY: Correct.

KARA MOLLER: Yeah, I don't think that would be allowed.

AMY LODER: I think we need to talk to you offline, because I'd like to understand a little bit more. Would it be okay if you and Kara and I spoke offline?

COURTNEY: Yeah, absolutely.

AMY LODER: Okay.

KARA MOLLER: Yeah. If you can, Amy, would you mind? I can't see the chat because I'm not very good at technology. Can you put the OVW.Disabilities email in the box? So, anybody who wants to meet one on one after or ask questions separately, they can always reach out.

AMY LODER: Okay. And then I want to read Christie's question. So, hers is, "Can you expand at some point about what constitutes a disability service provider? Do disability services have to be a primary focus or one component of the program?" Kara, would you like to answer that?

KARA MOLLER: Oh.

AMY LODER: You're welcome...



KARA MOLLER: I'm sorry. I mean, you can. I was just rereading it. You can answer that one.

AMY LODER: Are you sure?

KARA MOLLER: My understanding is addressing disability has to be the primary purpose of the organization, like that is the purpose. It's not we happen to have a disability project or we have some expertise. It's that you are, by the nature of who you are, a disability service provider. Does that answer the question?

AMY LODER: Yes. And I don't see any more questions at this time, Kara, so I think you can go ahead.

KARA MOLLER: So, funds under this program must be used for one or more of the eight purpose areas that are outlined in the solicitation. Please review the section on page 6 of the solicitation. But for new applicants, which is primarily the audience today, you do not have to identify which purpose area you will be addressing because you will be going through, as I said before, and I'll say it multiple times going forward, you'll be following a predetermined structured process that ends up covering most of those purpose areas. As a reminder, your entire three years of grant period activities is following this process. I can't say this enough. I want to be very clear about expectations. But for continuation applicants who may be on the call today, these are people who finished the first three-year grant and are now applying again for funding. You must now, for the first time, identify which purpose areas the project will address, so that's a little bit new for you. If you're coming out of your first grant and you're a continuation, this time you will be identifying which purpose areas, and it must be following one of the eight purpose areas.

OVW does not fund activities that compromise victim safety and recovery or undermine offender accountability. Examples of activities that would not be funded are procedures or policies that compromise the confidentiality of information and/or the privacy of the persons receiving services or partnering with individuals or organizations that support or promote practices that compromise victim safety. But for a full list, please see the Solicitation Companion Guide for additional information.

We also will not fund the identified out-of-scope activities, such as research projects or formal surveys. There may be a small use of surveys that will be allowed, but they're built into the structured process, and we'll be very involved and we'll be aware and let you know what's allowed there, because surveys outside of that structured process are again not allowed. Other out-of-scope activities include stuff like public service

campaigns or projects that focus on children. These are not allowed—period funding. But what is allowed here is a very nominal amount of money spent on light refreshments for participants with disabilities to attend things like when we do the needs assessment portion of this project. When I say nominal, I mean, a total of about \$150 for light beverages. It's to really provide that for your participants with disabilities when they're attending what we'll be doing in the needs assessment. Under this grant program, recipients do not host conferences. It just really doesn't happen. But since it's a cooperative agreement, you will actually see that on your grant conditions as this, oh, if you're awarded. But we just want to be clear upfront that this is not an activity that you'll be doing.

This year, Fiscal Year 2023, the following OVW priorities are being addressed. Applications proposing the following areas may be given special consideration during the funding recommendation process. Those applications that propose to advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking must include a culturally specific organization as a member of that core team, as a member of your multidisciplinary collaborative team. And that means an organization that's by and for a racial or ethnic minority group. These are members of your collaboration, full members that will be equally compensated and have an equal part and role on the part of the project.

Then those applications proposing to address the priority area of strengthening responses to sexual assault must include a sexual assault service provider as part of the multidisciplinary collaboration team. For sexual assault, with that partnership—those are your partners on the project—the focus of your project will be sexual assault. Please note that these are optional. These priority areas are not mandatory, and there'll be no additional points. But if you meet the requirement, if you want to attempt to go for them, you may be given special consideration during the funding recommendation process.

Now, this is an important slide. Awards will be made in a cooperative agreement. Most of you are probably more aware or familiar with grants, where you propose a set of activities, you get your money, and that's what you implement. But this is not how this is working. This is a cooperative agreement. This is not that. A cooperative agreement is a form of award under which OVW expects to have ongoing substantial involvement in the award activity. So, substantial involvement, what would that mean? Substantial involvement includes participating in project meetings, help in developing or approving final agendas, reviewing and approving faculty products, curricula, identifying participants. Recipients of this award, this grant program, must be willing to work closely with OVW on the implementation of their project and be willing to modify activities at our request. This is a much more intense type of award and relationship with OVW. If

selected for funding, you'll have high involvement with us. You'll be talking to us quite a lot. And because this is a cooperative agreement, OVW has made participation in technical assistance mandatory. If funded, you will work intensely with the disability technical assistance provider.

And this slide covers the thresholds of the time frames and periods and amounts. New state-focused projects are for 36 months, with the amount of funding allowed up to \$500,000. New local- or tribal-focused projects are also 36 months, with the award amount up to \$425,000. Continuation projects with a state focus are for 24 months and in the amount of \$400,000. And local continuation projects are up to \$325,000. So again, local new programs, whether they're local or state, are 36 months, and continuation applications are for 24 months.

As I referenced earlier, and I'll say it again throughout this presentation, we have developed a framework that you will follow. This is outlined in the solicitation on pages 11 through 13. This outlines what you will literally be doing under this grant program. For new projects, as we talked about, you'll be going through two phases: the planning and development phase and the implementation phase. During the planning and development phase, you'll be led through a process with the OVW designated technical assistance provider. And through that process, you're going to create the following: a collaboration charter, a project focus memo, a need assessment plan and tools, a need assessment report, and a strategic plan. At the end of the planning and development phase, you will have that strategic plan, and then that is what you will implement during the implementation phase.

What is in that strategic plan that you came up with in that first phase? So, some of the things that people come up with in their strategic plan that they would like to move on and work on are developing policies, organizational policies around accessibility, developing trainings for their own staff or cross-trainings among their partners. And I know this sounds like a lot, but this is why we provide so much technical assistance to guide you through this process. And because you're making policy and budget decisions about what you'll be doing with your organizations, it is absolutely imperative that there is decision-maker participation from all of the organizations involved. Because change occurs within and among the organizations, not just some of the organizations, all of the ones involved, decision-maker participants from each organization must be involved. Your project will be going through this process together as that collaboration. As I said in slide 3, the purpose of this program is to create safe, accessible services for individuals with disabilities and Deaf individuals. It is through the process, looking internally in the collaboration, that you're building this concrete foundation. Again, this is why we have the planning and development phase. This is why we require decision-

makers from each organization to participate and why technical assistance is required. We want you to do something different. Again, this is not our typical grant program. As a reminder, we're not asking what you're going to be doing in the project proposal when you're new, because this process is what you will be doing.

For continuation applicants, you already know the mandatory program requirements. What's different for you this time around is that you will start to work on a critical assessment to ensure that what you proposed is still appropriate this time. You will identify now which activities you'll work on and which purpose areas they fall under. Of course, the decision-makers are still participating, and technical assistance, while not absolutely required, is strongly encouraged and offered continually.

That was a lot of information about the program, so I just want to pause for a second and see if there's any questions.

AMY LODER: Kara, I'm going to give people a question to take and raise their hands, but I wanted to let you know some questions were coming in in the chat that I answered in the chat. So, I just wanted to keep the flow, but one of them was, "Will you fund more than one project in the state if there's already a disability grantee in the state?" And I said, yes, we absolutely would. That is not an issue of concern.

There is another question that came in: "If we are a Deaf and hard-of-hearing Deaf lines victim service agency that is statewide, and we partnered with like a coalition that is also statewide, does that meet the requirements?" And I said, it sounds like it, but I think that it would be good to reach out to you specifically so that we know what the organizations are that are applying so that we can make sure that they are indeed eligible. Sometimes it's hard to know without exactly knowing who you're speaking to, and we just want to make sure that you do not spend time on an application if you haven't met the eligibility requirements.

There was another one asking about whether or not partners can come and join the project midpoint through the project. And I said it's not really typical that we do do this. You know, if you are going to be an organization implementing the plan, you should do so, be present the entire time, because it's also really hard to establish a true collaborative relationship if a partnership keeps changing.

And then we have some new questions. And I can read these out, or you can voice them, if you want. But I don't see any hands, so I might as well just voice. So here it is, from Christina: "How long is the planning phase? Can we use the time in the first year as a planning phase, or does the planning phase typically take longer?"

KARA MOLLER: It depends on the organization and how far you get, but it takes at least around a year and can take up to around sometimes 18 months. And again, it's to really grow through that five-tier process of the needs assessment, their focus, your collaboration, and ending with a strategic plan, and that generally takes at least a year.

AMY LODER: Okay. And then I have a question that is in Spanish. And I do not speak Spanish, so if one of the interpreters could please translate for us and ask the question, that would be...

KARA MOLLER: I think, in my understanding of Spanish, it's about interpretation.

AMY LODER: Thank you. All right, so then I have another one from Emily. "Can you define or give an example of a state agency decision-maker?"

KARA MOLLER: Oh, I see what you're saying. So, a state coalition director, maybe a state coalition deputy director, that would be a representative. Let's say that I've worked with the state Deaf and hard-of-hearing agency before and it was the program director. It really has to be somebody who's not just on a lower level—who can go back and say, we've decided that this is where the organization is going to make changes, like who has that authority in your organization. Because we can't have somebody come and do this whole process and go back and be like, "Now, we can't do it." It has to be somebody with the authority and the ability to say, "We have decided that we as an organization are going to change our policies," or, "We as an organization are going to do something totally different and work this way. We are going to dedicate resources and funding for access in this way." So, who in the organization represents that ability to make those decisions? It doesn't necessarily have to be the top top person, but there has to be somebody who has that authority. And Amy, feel free to add more.

AMY LODER: Yeah. I was just gonna say, Emily, I don't know if you're actually talking about a state agency itself, like, say, the DC Department of Health or something. But if that was the case, it is usually that there's the overall agency and then there's a lot of divisions or components included under that. So, it will be whoever is the head of that division or component. For example, the Office on Violence Against Women is in the Department of Justice, which is huge. We are not getting permission from the Attorney General every time we want to do something. We have a director of the office, so the decision-maker in that situation would be our director or acting. So, I hope that answers your question. And you can just let me know if we did not.

We have another one from Susan. “What is the role of the multidisciplinary team? Is it to participate equally in the process? Or does one need to take the lead?”

KARA MOLLER: I think I’m gonna answer this one, if that’s okay.

AMY LODER: Go.

KARA MOLLER: I think it’s best sometimes to answer with an example. So, let’s say you have a local domestic violence agency, a local disability providing organization, and then a local, like, third partner tthat is inherently crucial to the need of this focus, right? Those three teams work in total partnership, complete collaboration, equally. One, though, has to be the lead applicant; one has to apply for the funding. And that agency will employ the project director, which we’ll talk about during the budget section later. But regardless of that person being the actual direct recipient of the funds, the collaboration is a true multidisciplinary team. So, we will have this for example: You’ll be required to attend or go to biweekly meetings throughout the whole three years. You’re going through this process, these three organizations with their decision-makers are going to meet for about a couple of hours every two weeks equally, not just like one organization is going back and doing all the work on their own. The project director, which we’ll talk about later, may take over someone’s behind-the-scenes role and report back to the team. But they are working for the three-part collaboration. So, it’s not about one organization doing all the chain and just telling other people. It’s about the three coming together—the disability organization, the victim service provider, maybe a third partner, whoever is crucial, deciding among the three of them, “How are we going to better serve people with disabilities or Deaf individuals internally together as a team?”

AMY LODER: Very good. Yeah. Main thing, equal participation, equal accountability, equal responsibility.

KARA MOLLER: And equal compensation.

AMY LODER: And equal compensation, which Kara will get into. So, hope that answers your question. Stephanie asked if this recording will be available after this webinar. It will be—I don’t have the exact time frame, so we’ll leave that toward the end. Okay. I think that is it. Yep, I think that is it. Okay.

KARA MOLLER: Thank you. These are great questions. Thank you, everyone, for your interest.

AMY LODER: Yeah, please ask away. Okay. Go ahead, Kara.

KARA MOLLER: Yep. Oops, my script went flying down. Okay. Okay. Applications must include the required documents, in addition to demonstrating the eligibility requirements that I mentioned earlier. We will not contact applicants for missing items. Applications that do not include the following documents will be considered substantially incomplete and will not be considered for funding. The applications must include a Proposal Narrative, a detailed budget with a budget narrative, and a signed Memorandum of Understanding for the collaboration team, all the partners. And I will now go into those in more detail individually.

So, in the Proposal Narrative, new applicants will outline the Purpose of the Proposal, which is worth 40 points, and you will outline Who Will Implement the Proposal, which is worth 30 points. For the Purpose of the Proposal, this is where you convey to us why you're applying for this funding, what is the issue you're seeing in your community. So, if you have, let's say, a large Deaf population but you're not seeing any Deaf survivors coming through domestic violence or sexual assault programs, that shows there's a problem. Or, for example, if you're representing a disability organization and you're seeing, through your work, a number of individuals disclosing that they've experienced sexual assault, but you don't have response internally, or you see a need for response in the community, that would be the problem you're trying to identify to address. Now, you don't have to have a solution, we don't want you to have a solution, because you will just identify the issue.

Then you will identify who is best needed to address this problem. That is the Who Will Implement, who will make up the collaboration to best address the issue that you're seeing that we talked about in the Purpose. And, again, there really is no magic number in terms of how many organizations should be part of your collaboration, but this really shouldn't be just everyone in your community. We know you have lots of community members and partnerships. But for this program, it's really about going deep and having a core group of people to address the problem that you identify. It should be a concise group of those most necessary, because that will allow you to go really deep into things. And, again, if you have a bunch of organizations sitting around the table, you really only get to scratch the surface, and that's not the purpose of this program. This is about collaboration of key organizations that really want to make transformative change in their community to better serve and provide safe services for people with disabilities and Deaf individuals. I want to reiterate for new applicants, we do not want you to tell us what you will do, as we already talked about the project activities that will take place during the two phases. Applicants should not propose activities beyond those. Typically, in other kinds of programs, applicants are evaluated on what you propose to do, but

here, you'll be evaluated on the problems you identify and bringing together those you want to address it. You will undertake the process we've outlined.

For continuation applicants, you should outline the purpose of your proposal, which is worth 20 points, Who Will Implement the Proposal, which is worth 15 points, and What Will Be Done. For you, continuation applicants, the What Will Be Done, which is worth 35 points, comes directly from your strategic plan developed under your prior grant funding, your prior cycle. Okay.

For your budget, there are some key costs that you should include. There should be a project director, a person dedicated only for this project, who's at least 80% dedicated, if not full time. But please note, and I know I've put this outright and will remind you again, if you get funded, please do not hire this person until your budget is clear and you have been able to interact with your TA provider.

Other costs, and I cannot stress this enough, are about accommodations. This is the time when you and all of your partners should say, "This is the type of accommodations we need." If you know your people with disabilities on your team, do you have a cost in your budget for accommodations for their full participation? If your project is focusing on the Deaf community and your partner is a Deaf organization, did you include costs for accommodations and access for Deaf staff participants in the project? And in the budget narrative, you may even say, "We have not fully determined the exact accommodations needed, but it is anticipated that we will need such things as X, Y, and Z."

You will be doing a needs assessment that I talked about, and you will do that in person. For that, you would want to budget for gift cards, because you want to be inclusive of people with disabilities and you should compensate them, but you don't give them cash. You can give them gift cards to compensate them for their time and travel. This should be nominal, around \$25 each. You can also include in your budget the \$1 or \$2 activation fee. So again, the key things are the product director, money for accommodations, and gift cards to include people with the disabilities to participate in the needs assessment.

What you will not include in your budgets are costs for subject matter experts, trainers, or partners coming in later. I know this was discussed earlier. You will not be including costs to address direct services or funding your advocacy programs. You will not be budgeting to attend a bunch of conferences. If anything, maybe at most, it'd be appropriate to send your disability partners to one big sexual assault conference or vice versa. It is a learning opportunity and it's rare, but maybe sending your victim service



providers to a big disability conference. But these will be rare moments. This is not the grant where you'll be going to a bunch of outside trainings.

And your budget must show a role for everyone in the budget. We've kind of answered this question just before, but when we say collaboration, we mean equal participation, equal accountability, and equal responsibility, and these have to be equally compensated. You must compensate your partners in full for their participation. So, if you have three partners, everyone needs equal compensation. This is, again, another area that may make you think, who's the most important, if we're going to have to fully compensate them? How many partners can we really include that are going to be effective and budgeted?

Then there's the Memorandum of Understanding, which is worth 20 points. The MOU is developed in response to the solicitation, and is where you demonstrate the formal partnership we've been talking about. This is your collaboration here. And they're all together in one MOU document. This is only for your collaboration, not other organizations. It doesn't matter if you have a history of working with your partners. This may be the first time you're coming together, which is what this program is for. Just explain in the Memorandum of Understanding that this is the first time, or if you do have some sort of history, explain that as well. But neither one is going to score you better. Well, that's just about explaining that to us. And again, this is one document with all your team on it. You should not have separate MOUs for each partner, because, again, this is a collaboration. And this is going to be the document that shows the two or three or four organizations that have signed on to work together all know about each other and all are in agreement together, signing this one document together.

Again, that was a lot of information. So, I would like to pause and ask if there are questions at this time.

AMY LODER: There's one in here. I can read it to you, Kara.

KARA MOLLER: Thank you.

AMY LODER: From Stephanie. It says, "I understand equal compensation and partnership. Can you say more about that as it applies to the organization that pays the cost for the project director?"

KARA MOLLER: I'm going to let you take this one, Amy.

AMY LODER: Sure. Okay. And hopefully you can hear me better. I have two screens, and I fear that my microphone is off to my left, which is not where my camera is. But so, you know, as Kara said before, there has to be an agency that applies for the grant, and as the agency that is the recipient of the grant, they're responsible for things that their project partners are not responsible for. So obviously, they will have more of the grant funds supporting their agency than the partner organizations. They have to employ the financial pieces and submit all the progress reports, the financial reports, the executive director's cut, all of that. You will have a larger share of it. Typically, the agency that is the grant recipient is the one that employs the project manager. So, obviously, you have a greater cost over there. It's not like everybody is getting \$50,000, \$50,000, \$50,000. What it does mean is that the applying agency isn't going to get \$400,000 and your project partners are going to get \$20,000. We will not put your budget through that, because it is a lot of time. This is a more intensive grant. And we ask you to dedicate a lot of time and a lot of work toward it. That means you have to compensate people for their time.

It looks like: "The budget of the application needs to be for 12 months, is that correct?" No. This is a three-year award. You are submitting a budget for three years.

KARA MOLLER: Let me find the slide. Hold on. There you go. If you're local-focused, it's \$425,000 for the full three years, not per year.

AMY LODER: Oh, Christina has her hand raised. Go ahead, Christina.

CHRISTINA: Yes. Hi, everyone. We have to do the budget for three years, I understand that. But it sounds like we're going to develop a plan of what we need to implement. How would we know this now? What funds are going to be allocated for activities that we haven't decided yet until the strategic plan? That's not clear to me. Can you elaborate on that?

KARA MOLLER: Yes. I can do that or, Amy, you want to?

AMY LODER: It's up to you.

KARA MOLLER: So, again, the core cost. When you come in as a new applicant to really be this dedicated project director, we do know that at one point you'll be doing a needs assessment. We do want you to definitely include accommodations for participants. And, again, the structure, really, is the organizations coming together and meeting regularly. So, if there's, like, local travel, if you're going to meet in person, those are the core costs. But along the three years, again, things will change, right? You're

going to develop your strategic plan. You may kind of figure out some activities changing toward the end of the grant period. You would then be allowed, two years in, to do a budget modification if you need it at that point.

AMY LODER: Yeah. And I want to add that, even when you do have specific activities that you've identified, the vast majority of your costs are going to be in staff time, because it's going to be around things like developing policies and procedures to make sure that the access policies. Or, you know, ensuring that disability organizations are more responsive to survivors. So, a lot of it is time. You're not going to be going out and doing large conferences or doing these huge campaign events. Again, this is foundation-building stuff. You are positioning yourself in order to be able, in several years, to appropriately serve—appropriately, safely, and culturally appropriately serve—survivors in whatever population it is that you are focusing on. It is challenging, but, again, most of your costs are going to come in staff time. And also in accommodations, which is why we allow you to say, we're going to put aside X number of dollars for accommodations. We don't know what they are right now, but it could be X, Y, and Z. And it's really important that the disability organization, the victim service organization, have that conversation to realistically say, listen, these are the types of accommodations that we need. I don't know exactly what we're going to be using them for entirely, but here's a rough estimate of putting like an—earmark. So, it is a little hard. If you are selected for an award, there is a lot of back and forth between the program manager and the grantee, helping you with that, because we understand that it is very challenging. I hope that was helpful.

And there was another similar question to that from Patricia, who said, "The budget would need to include the implementation, but we don't know what that will be."

KARA MOLLER: Amy, you're muddled. You're muddled when you're talking.

AMY LODER: Sorry. So, how do we budget?

KARA MOLLER: That's better.

AMY LODER: Thanks. It's most of it is time.

KARA MOLLER: And then there were other questions that came in?

AMY LODER: Yeah. From Jack confirming that paying for time from leadership involvement is an allowable expense, Kara.

KARA MOLLER: You say development or...

AMY LODER: Paying the time for leadership involvement is an allowable expense.

KARA MOLLER: Right. Right. So, that's the decision-maker, right? So...

AMY LODER: Yep.

KARA MOLLER: Let's say you're the lead applicant. You have your 80%-time or full-time project director in your staff. You also would have, like, your deputy director or your leadership person's, you know, 10 hours a week time. Your partner's leadership, your, you know, 10 hours' time. That's your core cost, as Amy said. It is literally the decision-makers' staff time to attend these meetings and be part of the process.

AMY LODER: Yep. And then there's another one from Stephanie. "Are Zoom meetings considered allowable for the biweekly meetings as opposed to all in-person meetings?" Kara?

KARA MOLLER: Sure. I don't know.

AMY LODER: Do you not know? Yes. When we were in COVID, everybody was meeting via Zoom, so, yes.

KARA MOLLER: Yes, of course, it is really about meeting. If you have to meet virtually that's fine. But it is about acknowledging that if you do plan a meeting in person, and there's local travel, to make sure you do budget for that, so that every organization is compensated for that local travel. Are there any other questions at this time?

AMY LODER: No, that—oh, yeah, this slide, this could be it.

PARTICIPANT: I've had my hand up, if I—may I speak?

AMY LODER: Please.

PARTICIPANT: You know, since we're new to this, we're a new applicant, what would be a reasonable amount to allocate for accommodations?

KARA MOLLER: That's a good question. I will definitely let Amy take this.

AMY LODER: I think it depends on what the focus of your project is. If you are a Deaf-focused project, obviously ASL interpreters are an expense. And so not only do you want to budget for including Deaf individuals in your meetings, because I'm assuming that you would have Deaf individuals on your team. So, you need to make sure that there is full participation. And then, maybe you want to do videos. If it's a local Deaf project focusing on creating videos in sign language for Deaf survivors when they come to the shelter, what will be the cost of doing that? So, that's why I'm saying, it's really important for the victim service organization and the disability organization to say, realistically, what kind of accommodations do we think that we're going to need? And how much do those accommodations cost, because the Deaf organization is going to know how much interpreters cost. And if you know that you're going to be spending, say, 10 hours a month meeting, what is 10 hours a month times two interpreters for X number of months? And then add a little bit more to it. Honestly, if you don't get it right the first time, as I said, if you are going to receive an award and we're working with you to modify your budget, please know almost every new grantee has to modify their budget before the award is done. We can fix it.

KARA MOLLER: All right. I just want to add. Again, these are estimates to meet the requirements, to make sure that we understand that you kind of know what you're getting into and go forward. But the particular details we can work out with you if you're selected for funding.

CHRISTINA: Okay. Now, may I speak—I have another question, please. You know, we serve a very rural, very poor area. And our thoughts on accommodations were, yes, I understand that—ASL, Deaf, and interpreter—but that having basic needs of ramps and bathroom accessibilities in shelters, which our shelters do not have. Things like that. So, I'm just wondering, can I budget for that in the first year? Or do I need to wait for the second and third year for accommodations after the strategic plan has been developed? Thank you.

KARA MOLLER: That's a good question.

AMY LODER: Kara, do you want to take that one?

KARA MOLLER: That's a very good question. I'll let you answer that.

AMY LODER: Okay. So, a ramp and bathroom would most likely not be allowable. We allow for minor renovations. And I'm going to be very honest with you, the minor renovations can be something such as painting. It could be as much as even changing the doorknob on a door, because of the historic preservation and the environmental

preservation acts. So, I would strongly encourage you not to include such costs in your application, because it most likely will not be approved. And also, I think that you will probably find some other means in your needs assessment that have to be done first. In my experience, a lot of people say, “Oh, we need to get our building accessible.” And we’ve even had grantees that have done this, that had the ramp and had an accessible room built. But individuals with disabilities and Deaf individuals weren’t coming in because they didn’t have the other pieces that attracted people with disabilities to come in and receive services from you. And so, I think part of it is about sequencing. And that is what this grant will do.

CHRISTINA: Thank you. So, I think what I understood from you is the minor renovations, I understand that now. But I did hear from you, please confirm that, it’d be better for me to allocate accommodation funds after the strategic plan has been made. Unless accommodations are needed for the main partners that are part of the needs assessment development, is that correct?

AMY LODER: The main partners, but you have to have some funds for accommodations. So, you should have some idea about what type of disability you want to focus on. Are you focusing on Deaf individuals? Are you focusing on individuals with physical disabilities? Are you focusing on people with intellectual disabilities? There are accommodations that are not considered minor renovations that are going to be applicable to the population that you determine you’re going to focus on. That’s why I was saying it is super important for the partners to speak to one another to get an idea about what types of accommodations might be needed, and that you can always do a budget modification later.

CHRISTINA: Thank you so much. I have a better understanding. Thank you very much.

AMY LODER: Sure. Yeah, and it is complicated. Kara, Jaya—Jaya or Jya—has her hand up.

JAYA: Jaya, yeah. Yeah. So, I just had a question going back to the compensation for leadership involvement. I was hoping you could speak a little bit to how that works with the prohibition on supplanting. You know, if folks are working on budgets for FY24, and might not know in terms of whether or not an application has been accepted. If you could just kind of talk about how that works a little bit.

KARA MOLLER: I’m going to guess what she’s saying, if that’s okay, Amy. As I understand it—on my level, I think I’ve heard this before. So, for example, if you have a director of an organization that’s fully funded elsewhere and you’re applying for this, you

don't want to be in a place you're supplanting. But if you got this grant and we need them to spend 10 hours a week or 10 hours a month, I can't remember, I may be overspeaking the time commitment—the 10 hours a month? There. The 10 hours, and now they're going to be taking, like, 5%, 10% of their time on this grant, you would then have to reduce their time on other grants.

AMY LODER: Correct.

KARA MOLLER: Right. That's not supplanting because they're now being funded. They're not taking away from their other activities. It's a whole new activity they're doing.

AMY LODER: I see. So just clarifying, you know, for other funders that that person's time was being allocated differently, so that doesn't...

KARA MOLLER: Right. And if you got other federal funding, most of us have conditions that said, like, if you get additional funding after you get the original grant, you have to modify it. We know that, over three years, your funding sources change throughout the whole period. It's your responsibility to report and shift around and then charge for, like, now that you're doing this grant, 10% here, now they're going down to 90% somewhere else.

AMY LODER: Right. Okay. That's very helpful. Thank you.

KARA MOLLER: And then you had another question from, is it Mary?

AMY LODER: Yep. For a continuation project: "Is the expectation for the compensation going to be equal for all the partners since we are in implementation?" Kara, would you like to take that one?

KARA MOLLER: Yes. I mean the answer is yes. So, the continuation expectation is you're still working as a complete collaboration and partnership. It may be a little different in terms of how it feels, but you're still equally working and equally compensated. Unless I'm missing something and there's a reason why this would change, I don't know why.

AMY LODER: Correct.

KARA MOLLER: I feel like I'm being tested. And then, Jaya—Jya—Jaya, do you have your hand up again?

JAYA: No, I forgot to put it down. Sorry.

KARA MOLLER: Next one.

AMY LODER: All right. Go ahead, Kara.

KARA MOLLER: Okay. Let's find it where it was again. Oh, now we're going to go into financial management. This is a little dry, so bear with me. It's important information. Okay. In the next few slides, I'm going to focus on aspects of your application that relate to the documents that our financial team, called the Grants Financial Management Division, GFMD, reviews. More specifically, I'll discuss some items that GFMD has identified from prior-year applications that could help expedite your review process.

First, I'll highlight the items identified in the Summary Data Sheet, which is completed by all applicants and uploaded in JustGrants. This is a list of questions included that appears in the solicitation for you to go over. Applicants will go and answer all those questions and upload their responses to these questions in JustGrants. There are specifically three items that we'd like to discuss here, and they're related to the nonprofit requirement. They are the single audit response and the IRS three-step safe-harbor procedure. And, if you are applying as a nonprofit organization, you are required to submit a determination letter from the IRS recognizing your tax-exempt status. OVW cannot make an award to any nonprofit that does not submit a 501(c)(3) determination letter. We highlight this specifically because applicants are not including this as part of their application, and this delays our review. Please ensure that you upload and include this document, if applicable.

OVW requests that all applicants provide a statement as to whether they've expended \$750,000 or more in federal funds during the last fiscal year. If you have, then you indicate that and also specify the end date of your last fiscal year.

Another item we'd like to highlight from the solicitation is specifically for nonprofit organizations, and it is if you use the IRS three-step safe-harbor procedure to determine your executive compensation. If you do, you're required to provide a disclosure letter. The solicitation itself provides further details on these and a link to a sample letter. Note that there are four required parts to the disclosure for the IRS three-step safe-harbor procedure. The sample letter provides an outline for all these parts of the disclosure, so please follow the sample and provide a response to each of the four pieces.



The next item I'd like to discuss is the Pre-Award Risk Assessment, which assists our grants and finance team during the Pre-Award Risk Assessment review of all applications. Each applicant must prepare a response to all 11 questions, and each question has multiple parts. It has been noticed that, in prior years, applicants do not always fully answer all the parts to all the questions, which, in turn, requires our grants and finance team to reach out to the applicant and, again, delays our funding decisions. Some of the most common issues that we've encountered have been, for example, question number 2, when the applicant indicates they do indeed have internal policies, but then they don't provide a list of what those policy topics are. And question number 3, for example: Some applicants fail to provide a brief summary of the organization's process for tracking expenditures and, more specifically, whether or not it tracks budgeted versus actual expenditures. And these are just a few examples. But in general, the message that I'm trying to relay here is, please make sure that you read each piece of each question and provide full responses to every single aspect.

This slide highlights some of the resources available as you're creating your budget to be submitted with your application. Over the last couple of years, GFMD has developed a detailed webinar presentation on how to develop a budget to be submitted with OVW applications. This presentation addresses some of the challenges you may face with your budgets and provides insight on OVW's budget review process. And this webinar can be found with a link provided on this slide. Additionally, JustGrants has resources on completing the budgets in JustGrants, and there's information about the Uniform Guidance, which can be found at 2 CFR 200. Use your favorite search engine to find this, but the link is also provided here. Other resources include the DOJ Financial Guide and the solicitation itself.

We know this is a lot of information to process. So, if you have questions about the financial slides I've just referenced, you can contact our GFMD Helpdesk directly at the number and email listed here.

That was very quick. But I want to stop real fast to see if there's any questions about the finance parts I've just discussed. And then next I'll go over how to apply. Okay.

To submit an application. All applicants must obtain a Unique Entity Identifier, a UEI number, and register online with the System for Award Management, or SAM, and with Grants.gov. To ensure sufficient time to complete the registration process, applicants must obtain the UEI number and register online with SAM and Grants.gov. And I'm sorry, this slide has a mistake. Where it says DUNS, it should say UEI. But you must obtain the UEI number and register with SAM.gov immediately. I cannot stress this enough. If you have not done this yet, please start today. This allows for any issues that

may arise to be resolved in a timely manner, because the registration process can take several weeks. If you do have issues with SAM or Grants.gov, keep persisting, keep all documentation, and keep OVW updated.

And then there's the application process itself. This is a two-step process. Applications are submitted first by going into Grants.gov and submitting two forms. One is the SF-424, and one is called the SF-LLL. And again, these are just two forms that you have to go in and submit in Grants.gov. And the deadline to do that is no later than March 6, 2023, at 11:59 p.m. But I highly encourage you to just go ahead and do that today. This is not obligating you to keep going, but just getting those two forms in and getting this account set up will then generate your account for the final submission of your full application. Whether you decide to go for it or not, at least you know that part is done. So, again, it's a two-step process. It starts with Grants.gov, where you only submit these first two forms, where the latest you can do that is March 6 at midnight, 11:59 p.m.

Then you submit your full application, including all attachments, in the DOJ JustGrants system. This is where you'll upload and submit the Proposal Narrative we talked about, the budget we talked about, and the MOU. And, as mentioned just earlier where I talked about the financial management part, there's a Summary Data Sheet and a Pre-Award Risk Assessment. These two additional documents are actually submitted in the same section with the Proposal Narrative. Could be a little tricky, so I just want to make sure you understand that when you go into JustGrants, there's a section that says "Proposal Narrative," and in that section you will actually have a prompt to submit the Pre-Award Risk Assessment and Summary Data Sheet and then your Proposal Narrative. And then there's a separate section where you'll upload and submit your budget, and then a separate section where you'll upload and submit the Memorandum of Understanding. Again, it can be a little tricky, as it sounds, so we highly encourage you to start as early as possible and to start the process no later than 48 hours before the deadline. And the deadline itself to get everything in is March 9 at 9:00 p.m. I want to point out this is 9:00 p.m. Eastern Standard Time. I can't say it enough: Applicants are highly encouraged to submit applications 24 to 48 hours prior to these deadlines and to submit them as early as possible if you're ready.

If you need technical assistance with these systems, again, Grants.gov is an outside system that we do not have any control over. The Helpdesk can be reached by phone or email at the information provided on this slide, or if you have problems with the DOJ JustGrants system, you can contact OVW JustGrants Support at the number and email provided. Again, anticipating there may actually be issues, please start early. That way, when they come up, you have time to reach out and get this worked out. Again, if you also submit it within 24 or 48 hours before the deadline, you will then receive an email

confirming everything has been submitted, and you'll feel comfortable that you're in on time.

And then just for some other information, at the end, at the last page is a solicitation checklist outlining all the documents that you'll have to submit. Please review this checklist. All applications undergo a review. Applications deemed eligible and complete and that meet all the requirements will move forward to an external peer review. And then after that, they will undergo an internal programmatic review by OVW. It is anticipated that all applicants will be notified of the outcomes of their applications by October 1, 2023. And please know that, as much as you may want to know before then, we can't share information before that date.

Oh, here we go. This is great. I'm sorry, I didn't know I had this on here. Again, this is our contact information. The program email box is the OVW.Disabilities email. And then my name again is Karen Moller. Feel free to just write me directly to ask me a question, if that's easier and maybe more direct. As the solicitation is open, I can answer questions about clarifications. I can't answer whether something is good or bad, but I can answer whether something's allowable, whether you're understanding the solicitation. So please, I encourage you to reach out if you have any questions, because we really want you to apply. I don't want you discouraged. I want you excited. So, I hope you're interested in the program. And this is it. This is the last one.

So, if you have any lingering questions, we're open for more questions right now. And, again, I'm going to put this in the chat box. If you want a copy of these slides with all the information, that's the email for the program. And then this is my direct email.

AMY LODER: There's one in there, Kara, we will have the complete step one before we can start step two of the application. Just checking.

KARA MOLLER: Yes, that's exactly—I'm sorry. I should have made—I'm going to read you my script for next year and make that clearer. But, yes, the—it's a two-step process where the first step has to be completed, and that creates the access to the second process.

AMY LODER: Yep. And I would say, it sounds like a lot and it sounds scary. And the program is very different, but honestly, the level of technical assistance that you receive is, like, it guides you through every process. You are carried through everything. So, it really is doable. You are not out there on your own.

KARA MOLLER: Yeah, we—OVW and the technical provider—truly sit with you and help you. We're here to make you successful. We're here to support you and guide you and support you as you're moving forward, and organizations that have gone through this process truly come back and tell us how transformative it was. So, I really hope that you stick with it and move forward. We really want to see your applications.

AMY LODER: And for those of you who had really specific questions, I hope to hear from you so we can help you suss those out.

KARA MOLLER: On that note, I think we are going to close this webinar out. So, thank you, everybody.

AMY LODER: Thank you.