

**Fiscal Year
2023**

**Grants to Enhance
Culturally Specific
Services for Victims of
Domestic Violence,
Dating Violence,
Sexual Assault, and
Stalking Program
(CSSP)**

**Pre-Application
Conference Call**



U.S. Department of Justice
OVW
Office on Violence Against Women



OVERVIEW

- ❑ Language Access & Translation
- ❑ At-A-Glance
- ❑ Overview of the Office on Violence Against Women (OVW)
- ❑ Overview of the Culturally Specific Services Program (CSSP)
- ❑ Federal Award Information
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- ❑ Application Review Information

Language Access & Translation

- ❑ You may click on the identified link - which opens a 2nd window - and gain access to the preferred captioning.
- ❑ If you would like a written transcript of this call, it will be available in English and Spanish.

For the live pre-application calls, live captioning will be available in the following languages:

Arabic	Korean
English	Hindi
Simplified Chinese	Spanish
Traditional Chinese	ASL is also available

AT-A-GLANCE

Grants.gov Number

O-OVW-2023-171500

CFDA Number

16.016

Focus

Any of the four crimes:
Domestic Violence, Sexual Assault, Dating Violence,
Stalking

JustGrants Closing Date

Tuesday, April 18, 2023

Award Period

3 years (36months)

Funding Levels

Up to \$400,000
Up to \$450,000 with an OVW Purpose Area

Registration:
System for Award Management (SAM) and
Grants.gov

Immediately
(but no later than April 12, 2023)

Office on Violence Against Women



- 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

About the Culturally Specific Services Program (CSSP)

This program is authorized by 34 U.S.C. § 20124. The **Grants to Enhance Culturally Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program (CSSP)** (CFDA# 16.016) supports the maintenance and replication of existing successful community-based programs providing culturally specific services to victims of domestic violence, dating violence, sexual assault, and stalking, as well as the development of innovative culturally specific strategies to enhance access to services and resources for victims who face obstacles to using more traditional programs (34 U.S.C. § 20124(b)(1)).



Culturally Specific Services

Definition

Pursuant to 34 U.S.C. § 12291(a)(7), culturally specific services means community-based services that include culturally relevant and linguistically specific services and resources to culturally specific communities. Pursuant to 34 U.S.C. § 12291(a)(6), culturally specific means primarily directed toward racial and ethnic minority groups (as defined in 42 U.S.C. § 300u-6(g)). Section 300u-6(g) defines “racial and ethnic minority groups” as “American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.”

Culturally Specific Services Program

What's New About this Program

The Violence Against Women Act Reauthorization Act of 2022 (VAWA 2022) revised the definition of victim services to include legal services.

Applicants that support victim services will be allowed to include comprehensive legal assistance by an attorney.

Comprehensive legal services may not be more than 10% of the project's overall budget. All legal services must be limited to a scope or focus that can be sufficiently addressed within the award period.

VAWA 2022 included a requirement that not less than 40 percent of available CSSP funds will be allocated for programs that meaningfully address non-intimate partner sexual assault.

This includes adult survivors of child sexual abuse.

The award period for CSSP is 36 months.

Projects that include an OVW priority area may be allowed an additional time period to expend these funds.

Award amounts are up to \$400,000.

Projects that include an OVW priority area may receive additional funds that exceed this maximum award amount.

Culturally Specific Services Program (CSSP)

Purpose Areas

1. Working with State and local governments and social service agencies to develop and enhance effective strategies to provide culturally specific services to victims of domestic violence, dating violence, sexual assault, and stalking.
2. Increasing communities' capacity to provide culturally specific resources and support for victims of domestic violence, dating violence, sexual assault, and stalking crimes and their families.
3. Strengthening criminal justice interventions, by providing training for law enforcement, prosecution, courts, probation, and correctional facilities on culturally specific responses to domestic violence, dating violence, sexual assault, and stalking.
4. Enhancing traditional services to victims of domestic violence, dating violence, sexual assault, and stalking through the leadership of culturally specific programs offering services to victims of domestic violence, dating violence, sexual assault, and stalking.

Culturally Specific Services Program (CSSP)

Purpose Areas

5. Working in cooperation with the community to develop education and prevention strategies highlighting culturally specific issues and resources regarding victims of domestic violence, dating violence, sexual assault, and stalking.

6. Providing culturally specific programs for children exposed to domestic violence, dating violence, sexual assault, and stalking.

7. Providing culturally specific resources and services that address the safety, economic, housing, and workplace needs of victims of domestic violence, dating violence, sexual assault, or stalking, including emergency assistance.

8. Examining the dynamics of culture and its impact on victimization and healing.

Note: Applicants wishing to address Purpose Area 6 or 8 must do so in conjunction with one of the other program purpose areas. Proposals focusing only on these two purpose areas will be removed from consideration.

Additional Resources

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

OVW PRIORITIES

In FY 2023, OVW is interested in supporting the priority area(s) identified below. Applications proposing activities in the following areas will be given special consideration.

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

In order to receive special consideration for addressing this priority, applicants must propose to address either or both Purpose Area 1 and/or Purpose Area 3 and demonstrate that the applicant will enter into the required community partnerships.

For information on how to document these partnerships, see the Letters of Commitment section of this solicitation.

OVW PRIORITIES

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2. Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.
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In order to receive special consideration for addressing this priority, applicants must focus 50 percent or more of their grant-funded activities on non-intimate partner sexual assault.

Applicants for this priority area may include an optional planning phase in their applications.

For additional requirements regarding this priority area, see the Proposal Narrative section of the solicitation.

OVW PRIORITIES

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3. 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.
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In order to receive special consideration for addressing this priority, applicants must demonstrate the capacity to implement projects that will reach LGBTQ survivors within their culturally specific community.

Applicants for this priority area may include an optional planning phase in their applications.

For additional requirements regarding this priority area, see the Proposal Narrative section of the solicitation.

Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability

OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

Applications that propose any such activities may receive a deduction in points during the review process or may be eliminated from consideration. Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the Solicitation Companion Guide.

Out-of-Scope Activities

The activities listed below are out of the program scope and will not be supported by this program's funding.

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

- ❑ Research projects: Funds under this program may not be used to conduct research. Surveys and focus groups, depending on their design and purpose, may constitute research and therefore be out-of-scope.
- ❑ Family Violence: Grant funds may not be used to directly address child abuse, or other family violence issues such as violence perpetrated by a child against a parent, parent against a child, or violence perpetrated by a sibling against another sibling.

Out-of-Scope Activities

- ❑ Services for Children: Services can only be offered to children who are witnesses to or victims of violence if those services are provided in conjunction with services being provided to the child's parent or guardian who is a victim of domestic violence, dating violence, sexual assault, or stalking.
- ❑ Legal Services: Grant funds may not be used for criminal defense of victims charged with crimes, except for representation in post-conviction relief proceedings with respect to the conviction of a victim relating to or arising from domestic violence, dating violence, sexual assault, or stalking. Additionally, representation in tort cases is not permitted with grant funds.



FEDERAL AWARD INFORMATION

Federal Award Information

Awards, Amounts, and Duration

Anticipated Number of Awards

50

Period of Performance Start Date

10/1/23

Anticipated Total Amount to be Awarded Under
Solicitation

\$22,500,000

Anticipated Maximum Dollar Amount of Awards

\$400,000 - 450,000.00

Period of Performance Duration (Months)

36

Federal Award Information

Funding Levels	
1 or more of the eight CSSP Purpose Areas	
Priority Area 1: “Advance racial equity as an essential component of ending sexual assault domestic violence, dating violence and stalking”	\$450,000
Priority Area 2: “Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses”	\$450,000
Priority Area 3: “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 communities”	\$450,000

Federal Award Information

Types of Applications	
New	Applicants that have never received funding under this program or whose previous funding under this program expired on or before April 18, 2023
Continuation	Applicants that have an existing or recently closed (after April 18, 2023) award under this program. Continuation funding is not guaranteed.

Federal Award Information

Types of Applications

Recipients of an FY 2022 award under this program are NOT eligible to apply as the lead applicant or as a partner/subrecipient on an FY 2023 proposal.



Likewise, an organization that is a partner/subrecipient on an FY 2022 award is not eligible to apply as the lead applicant or as a partner/subrecipient on an FY 2023 proposal.



Note: Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of March 31, 2023 without adequate justification may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2023.

Federal Award Information

MANDATORY PROGRAM REQUIREMENTS

OVW-sponsored training and technical assistance (TTA).

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

Who is eligible to apply?

Private nonprofit/tribal organizations for which the primary purpose of the organization is to provide culturally specific services to American Indians (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians and other Pacific Islanders, Blacks, or Hispanics in the United States or U.S. territories.

Native American tribal organizations (other than Federally recognized tribal governments)

Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

Nonprofits that do not have a 501(c)(3) status with the IRS, other than institutions of higher education

Eligibility Information

Examples

The items listed below are examples of culturally specific programs that are eligible to apply. This list is not exhaustive. For additional information, see the Required Partnerships section of the solicitation.

- ☐ A faith-based organization or church providing culturally specific services focused on the needs of the Black community.
- ☐ A culturally specific English as a Second Language (ESL) Program focused on the needs of the Hispanic community.
- ☐ A culturally specific health center focused on the needs of the Native Hawaiian community.
- ☐ A culturally specific program that provides services focused on domestic violence, dating violence, sexual assault, and/or stalking.

Eligibility Information

Additional Requirements

- ☐ Have a board of directors or steering committee and staffing which is reflective of the culturally specific community it serves
- ☐ Have demonstrated expertise in serving victims of sexual assault, domestic violence, dating violence, and stalking or have entered into a formal partnership with an organization having such experience

Note: If the culturally specific program is one division within a larger organization with other areas of substantive work (for example, a division within a domestic violence organization focusing on Black/Hispanic/Latina victims,) the organization is **not eligible**.

For more information, see the Eligibility Information section of the solicitation.

Eligibility Information

Other Program Eligibility Requirements

Delivery of Legal Assistance Certification

Pursuant to 34 U.S.C. § 12291(b)(12), to be eligible for an award, any recipient or subrecipient providing legal assistance with funds awarded under this program must certify in writing that you meet the requirements outlined on Pages 12-13 in the FY2023 CSSP Solicitation.

Sample certification letters can be found on the OVW website.

Eligibility Information

Required Partnerships

To ensure that projects supported by CSSP funds are implemented by eligible organizations with the required expertise, applicants must document their expertise and/or the expertise of their project partners.

Applicants must submit either a Memorandum of Exemption (MOE) or a Memorandum of Understanding (MOU).

For information on the required contents of the MOE/MOU, see the Memoranda of Understanding and Other Supportive Documents section of the solicitation.

Eligibility Information

Required Partnerships

All applicants must meet one of the following categories as it relates to partnership requirements:

Category I –The applicant (a) is a culturally specific organization and (b) has a demonstrated history of providing services to victims of domestic violence, dating violence, sexual assault, and stalking for a minimum of three years.

The applicant must submit an MOE. Partnership is not required.

Eligibility Information

Required Partnerships

Category II – The applicant is a culturally specific organization with three years demonstrated history of providing services to victims of domestic violence, dating violence, sexual assault, and stalking and will be partnering with another culturally specific organization that also has three years of demonstrated history of providing these services.

An MOU is required. There is no cap on the partner compensation.

Eligibility Information

Required Partnerships

Category III – The applicant is a culturally specific organization with less than three years of demonstrated history of providing services to victims of domestic violence, dating violence, sexual assault, and stalking. The applicant will be partnering with another culturally specific organization that has the necessary three years of demonstrated history providing services.

An MOU is required. There is no cap on the partner compensation.

Eligibility Information

Required Partnerships

Category IV – The applicant is a culturally specific organization with less than three years of demonstrated history of providing services to victims of domestic violence, dating violence, sexual assault, and stalking and will be partnering with a victim service provider that has the three years of demonstrated history but is NOT a culturally specific organization and therefore is not eligible to apply independently under the Culturally Specific Services Program.

An MOU is required. Partner compensation is limited to \$30,000 for the three-year award period.

Eligibility Information

Limit On Number Of Applications

OVW will consider only one application per organization for the same service area. In addition, if an applicant submits multiple versions of the same application, OVW will review only the most recent system-validated version submitted before the deadline.



Questions?



APPLICATION AND SUBMISSION INFORMATION

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.Cultural@usdoj.gov.

Submission Information

Letter of Intent

Applicants are strongly encouraged to submit a non-binding Letter of Intent to OVW.Cultural@usdoj.gov by **March 20, 2023**.

Interested applicants who do not submit a Letter of Intent are still eligible to apply.

For more information, see the Application and Submission Information section of the solicitation.

Submission Information

Formatting and Technical Requirements

1. Double-spaced (charts may be single-spaced)
2. 8½ x 11-inch pages
3. One-inch margins
4. Type no smaller than 12 point, Times New Roman (TNR) or Arial font, except for footnotes, which may be in 10-point font
5. Page numbers
6. No more than 20 pages for the Proposal Narrative
7. Word documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation

Submission Information

Application Contents

OVW will not contact applicants for missing items on the list below.

Applicants that do not include all the following documents will be considered substantially incomplete and will not be considered for funding:

Proposal Narrative

Budget Detail Worksheet and Narrative

Memorandum of Understanding (MOU) or Memorandum of Exemption(MOE)

- signed and currently dated (on or after January 1, 2023)

Letter of Commitment (LOC) (if applicable)

- signed and currently dated (on or after January 1, 2023)

Submission Information

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), and products and deliverables.

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.

Submission Information

Data Requested with Application

All applicants must complete and submit, as an attachment, the Pre-Award Risk Assessment and the Summary Data Sheet in JustGrants. These documents are not scored.

Pre-Award Risk Assessment

Each applicant must respond to each question. Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed in the questionnaire.

Summary Data Sheet

The Summary Data Sheet must be uploaded as an attachment in JustGrants and should be one to four pages in length (single or double spaced). The Summary Data Sheet does not count toward the 20-page limit for the Proposal Narrative.

Submission Information

Proposal Narrative

Applicants must upload the Proposal Narrative as an attachment in JustGrants.

1. The Proposal Narrative may not exceed 20 pages, double-spaced (unless the applicant is addressing OVW Priority Area 2 and/or 3)
2. The Proposal Narrative must include the three sections below:
 - I. Purpose of the Proposal (15 points)
 - II. What Will Be Done (20 points)
 - III. Who Will Implement the Proposal (20 points)
3. The total point value for the proposal narrative section is **55 points**.

For additional information, please see the Proposal Narrative section of the solicitation.

Submission Information

Budget Worksheet and Budget Narrative

Applicants must submit these items as an attachment in JustGrants

1. Display a clear link between the specific project activities and the proposed budget items.
2. Include funds to attend OVW-sponsored TTA in the amount of \$15,000 for applicants located in the 48 contiguous states and \$20,000 for applicants located in the territories, Hawaii, and Alaska.
3. The grant award period is 36 months. Budgets must reflect 36 months of project activity.
4. The budget worksheet and budget narrative are worth a total of **25 points**.

For additional information, please see the Budget Worksheet and Budget Narrative section of the solicitation.

Submission Information

Unallowable Costs

The costs associated with the activities listed below are unallowable and must not be included in applicants' budgets:

1. Lobbying.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
5. Construction.

Submission Information

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.

Submission Information

Letter of Commitment (LOC)

All applicants proposing to implement either **Purpose Area 1** (working with state and local governments and social service agencies to develop and enhance effective strategies to provide culturally specific services) and/or **Purpose Area 3** (strengthening criminal justice interventions by providing training for law enforcement, prosecution, courts, probation, and correctional facilities on culturally specific responses) or seeking special consideration because they are addressing **Priority Area 1** must submit an LOC from each appropriate agency.

Each LOC must be signed and currently dated by the Authorized Representative of the appropriate state or local government, social services, or law enforcement agency during the development of the application.

Submission Information

Memorandum of Understanding (MOU) and Memorandum of Exemption (MOE)

Applicants must upload the MOU or MOE as an attachment in JustGrants.

1. The MOU is a document containing the terms of the partnership and the roles and responsibilities between two or more parties.
 - ☐ The MOU must be a single document and must be currently signed and dated (on or after January 1, 2023) by the Authorized Representative of each proposed partner organization during the development of the application.
2. Category I applicants must submit an MOE in place of the MOU. The MOE must be signed and currently dated (on or after January 1, 2023).
3. The total point value for the MOU/MOE is 20 points.

MOUs & MOEs missing signatures may result in a point deduction or removal from consideration.



HOW TO APPLY

How To Apply

Dates & Time

All applications must be submitted electronically first in Grants.gov (SF-424 and SF-LLL) and then in JustGrants. Applicants that are unable to submit electronically must follow the instructions under OVW Policy on Late Submissions.

See Submission Dates and Time on Pages 36 - 37 of the FY 2023 solicitation for a list of steps for registering with all required systems and deadlines for completing each step.

How To Apply

Dates & Time

OVW will not accept applications after the JustGrants deadline, except for severe inclement weather or natural or man-made disaster.

For more information, see the OVW Policy on Late Submission Request Due to Severe Inclement Weather or Natural or Man-Made Disaster section of the solicitation.

How To Apply

Registration

To submit an application, all applicants must register online with the System for Award Management (SAM) and with Grants.gov. To ensure sufficient time to complete the registration process, applicants must register online with SAM and with Grants.gov IMMEDIATELY, but no later than **April 12, 2023**.

How To Apply

Two-Steps

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).
- (3) Submit the SF-424 and SF-LLL as early as possible, but not later than 24-48 hours before the Grants.gov deadline.

Tip: JustGrants functions better using a PC with Chrome or Edge web browser.

How To Apply

Issues with SAM, Grants.gov, or JustGrants Registration

Register and/or confirm existing registration at least three weeks prior to the application deadline to ensure that the individual who will be submitting the application has SAM, Grants.gov, and JustGrants access and is the person registered to submit on behalf of the applicant.

Maintain documentation of when registration began, any issues related to registration, and all communication with technical support.

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

How To Apply

OVW Policy on Late Submissions

Applications not submitted by **9:00 p.m. E.T. on April 18, 2023** will not be considered for funding, unless the applicant receives OVW permission to submit a late application. In limited circumstances, OVW will approve a request to submit an application after the deadline.

Approval of a late submission request is not an indication of the application's final disposition. Applications approved for late submission are still subject to the review process and criteria described in the solicitation.



APPLICATION REVIEW INFORMATION

Application Review

Review Criteria

PROPOSAL NARRATIVE	55 POINTS
PURPOSE OF THE PROPOSAL	15 Points
WHAT WILL BE DONE	20 Points
WHO WILL IMPLEMENT THE PROPOSAL	20 Points
BUDGET WORKSHEET AND BUDGET NARRATIVE	25 Points
MOU/MOE	20 Points

Application Review

Review and Selection Process

Peer Review

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

Federal Award Information

Review and Selection Process

Programmatic Review

All applications that are considered for funding will be subject to a programmatic review. The programmatic review consists of assessing the application for compliance with the program's scope, activities that compromise victim safety, and, if applicable, past performance and priority area review. OVW reserves the right to deduct points from applications for the following reasons:

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

Federal Award Information

Review and Selection Process

Past Performance

As a part of the programmatic review process, applicants with current or recently closed OVW awards will be reviewed for past performance and risk.

An applicant with considerable past performance issues may receive a deduction in points as described above or be removed from consideration entirely regardless of the application's peer review score.

For more information, see the Past Performance Review section/ criteria in the solicitation.

Notification

OVW anticipates notifying applicants of funding decisions by October 1, 2023.

FEDERAL AWARD ADMINISTRATION INFORMATION

Federal Award Information

Federal Awarding Agency Contacts

Programmatic questions, contact this program at
202-307-6026 or OVW.Cultural@usdoj.gov

Financial questions, contact 888-514-8556 or
ovw.gfmd@usdoj.gov

Federal Award Information

Technical Assistance

For technical assistance with Grants.gov, contact Grants.gov Applicant Support at 800-518-4726 or support@grants.gov.

For technical assistance with JustGrants, contact OVW JustGrants Support at 866-655-4482 or OVW.JustGrantsSupport@usdoj.gov.

Federal Award Information

Application Checklist

- ☐ OVW may contact applicants for missing items.
- ☐ OVW will not redirect documents that are inadvertently submitted with the wrong application.



QUESTIONS

