

OVW Fiscal Year 2023 Domestic Violence Mentor Court Technical Assistance Initiative Solicitation Pre-Application Session

TUESDAY, MARCH 21, 2023 @ 2PM ET

Application Due Dates

Applications are due by 9:00 PM Eastern Time on **April 25, 2023**.

Submitted through Grants.gov and JustGrants.

Application submitted through a two-step process:

1. Submission of SF-424 and SF-LLL in Grants.gov by April 20, 2023 at 11:59PM ET
2. Submission of the full application including attachments in the Justice Grants System (JustGrants) by April 25, 2023 at 9:00PM ET

OVW Domestic Violence Mentor Court Technical Assistance Initiative

- Recognize well-established specialized courts.
- Enable them to guide other courts and court-based programs that wish to significantly improve their responses to domestic violence cases and ensure victim safety and offender accountability.
- Serve as national models.
- Share their expertise by hosting site visits, linking courts with peers facing similar challenges, and assisting other domestic violence courts to implement best practices to respond effectively to these difficult cases.

Purpose Areas

1. Assist OVW and the OVW Mentor Court Initiative TA provider to select jurisdictions to receive mentorship.
2. Develop and maintain a mentoring relationship with selected jurisdictions planning domestic violence dockets or courts.
3. Plan and host 6-9 site visits for selected jurisdictions to assist them in planning a domestic violence docket or court.
4. Travel 2-3 times to selected jurisdictions to provide on-site TA on developing a domestic violence docket or court.
5. Share domestic violence related court forms, procedures, and protocols.
6. Send members of the recipient's Mentor Court team to 1-2 Mentor Court All Sites Meetings.

Purpose Areas (continued)

7. Participate in the OVW Judicial Engagement Network Summit.
8. Develop and participate in OVW-sponsored judicial forums and roundtable meetings.
9. Respond to TA inquiries from courts other than mentee courts.
10. Host Mentor Court Open House events for jurisdictions interested in planning domestic violence courts other than the selected mentee courts.
11. Collaborate with OVW TA Providers.

Purpose Areas (continued)

- Applications must address all purpose areas.
- Activities are limited to providing training and TA to other courts around the country.
- Applicants should not include programming for their own court in their applications.
- Administrative costs should be included to support the mentor court goals and objectives such as a part-time project director for the mentor court initiative.

OVW Priority Areas

- **Advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking.**
 - To receive special consideration under this priority area, applicants must partner with a culturally specific organization (defined as a community based nonprofit, nongovernmental or tribal organization for which the primary purpose of the organization as a whole 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. See 34 U.S.C. 12291 (8)).
 - Applicants addressing this priority area are required to provide documentation, such as a mission statement, to prove the project partner is a culturally specific, community-based organization or tribal organization.

OVW Priority Areas

- **Increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through exploration of survivor-centered criminal justice system reform.**
 - To receive special consideration under this priority area, applicants must demonstrate how their court increases access to justice with the use of remote hearings, safe settlement processes for child-related relief, or other services or processes that promote access to justice.

Activities the Compromise Victim Safety

- 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 entirely.
- 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

- 1. Research projects.** Funds under this program may not be used to conduct research, defined in 28 C.F.R. § 46.102 as a systematic investigation designed to develop or contribute to generalizable knowledge. Surveys and focus groups, depending on their design and purpose, may constitute research and therefore be out-of-scope. Prohibited research does not include assessments conducted for internal improvement purposes only (see Limited Use of Funds below). For information on distinguishing between research and assessments, see the Solicitation Companion Guide.
- 2. Direct victim services and justice system interventions:** Mentor Court Initiative funds are intended to support educational opportunities and TA to OVW grantees and potential grantees. These funds are not meant to support court operations, law enforcement activities, legal representation, direct services, or other interventions.

Ask a Question



Award Period and Amount

- Award period is 24 months.
- Budgets must reflect 24 months of project activity, and the total “estimated funding” on the SF-424 must reflect 24 months.
- Award period will start on October 1, 2023.
- Up to \$150,000 for the entire 24 months.
- OVW estimates that it will make up to eight awards for an estimated \$1,200,000.
- Awards will be made as cooperative agreements.

Types of Applicants

New: Applicants that have never received funding under this program or whose previous funding under this program expired on or before April 25, 2022.

Continuation: Applicants that have an existing award under this program. Continuation grantees are limited to St. Louis County (St. Louis County Court), County of Kootenai (Kootenai County Court), Judiciary Courts of the State of Oklahoma (Tulsa County District Court) and Judiciary Courts of the Commonwealth of Virginia (Pulaski County). Continuation funding is not guaranteed.

Important Note for Continuation Applicants:

- 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.

Eligibility

State, tribal, territorial, or local courts that are either:

- Current OVW Domestic Violence Mentor Court Initiative grantees.
- Courts with an existing specialized court system for handling domestic violence cases.

Application Requirements

- Project Narrative.
- Budget Detail Worksheet and Narrative.
- Signed Letters of Support.

Applications that do not include all documents will be considered substantially incomplete and will not be considered for funding.

Budget: OVW Training and Technical Assistance Set Aside

Should Include:

1. **Include funds to attend OVW-sponsored TTA** in the amount of \$20,000 for applicants located in the 48 contiguous states and \$25,000 for applicants located in the territories, Hawaii, and Alaska. This amount is for the entire 24-month project period and NOT per year. Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences or training for which they would like permission to use grant funds to support staff/ project partner attendance. The following should be included in the amount set aside:
 - a. **Mentor Court All Sites Meetings (2)** – Each Mentor Court site will be required to send four to six members of its team to a Mentor Court All Sites Meeting (location and time TBD).
 - b. **Judicial Engagement Network Summit** – Each Mentor Court site should include funds to send up to three judges to the OVW Judicial Engagement Network Summit, an association of judges that focuses on improving court responses to domestic violence cases.
 - c. **OVW Training** – Each Mentor Court site should include funds to send a team of three to five members of its court-based and court-related personnel to participate in at least one OVW Technical Assistance event.

Budget: Additional Requirements

2. Include additional travel funds for **Peer-to-Peer Site Visits** for a team of three to five members of its court-based and court-related personnel to participate in six to nine site visits with selected courts.
3. Include funds to support a **coordinator position** responsible for coordinating project activities.

Letters of Support

1. A letter from a domestic violence victim service provider describing its anticipated role and commitment to participate in project activities.
2. A letter from the applicant court's administration describing its support of the applicant court to engage in this initiative.
3. *If addressing priority area 1*, a letter from the culturally specific organization describing its support of the applicant court to engage in this initiative.

Ask a Question



Grants Financial Management Division (GFMD)

- **Summary Data Sheet (attachment)**
 - Single Audit (threshold and fiscal year)
 - IRS three-step safe-harbor procedure– Executive Compensation –
 - Sample Disclosure Letter
 - Address all four parts

Grants Financial Management Division (GFMD)

- **Pre-Award Risk Assessment (attachment)**
 - Eleven questions; Multiple parts to each question
 - Most Common issues:
 - Brief list of policies and procedures not provided
 - Budgeted vs. Actual process not provided
 - Record Retention policy not provided
 - Knowledge of rules and regulations

Resources

Training for OVW Applicants:

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

Budget Information and Sample Budget Detail

Worksheet: <https://www.justice.gov/ovw/page/file/1107316/download>

Creating a Budget: <https://www.justice.gov/ovw/video/creating-budget>

Uniform Guidance - 2 CFR Part 200

DOJ Financial Guide:

<https://www.justice.gov/ovw/page/file/1507156/download>

Program Specific Solicitation:

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

Contact Information

OVW GFMD Helpdesk:

1-888-514-8556

OVW.GFMD@usdoj.gov

Reminders

- Application Deadlines:
 - Grants.gov: April 20, 2023 by 11:59PM ET
 - JustGrants: April 25, 2023 by 9:00PM ET
- It is strongly suggested you start the submission process in JustGrants at least 48 hours but no later than 24 hours before April 25, 2023.
- Applications submitted after 9:00 p.m. E.T. on April 25, 2023 will not be considered for funding.
- Questions regarding the solicitation by either calling OVW at (202) 307-6026 or email OVW.JFF@usdoj.gov.

Technical Difficulties

- ❑ Applicants experiencing technical difficulties with SAM should go to https://www.fsd.gov/gsafsd_sp.
- ❑ Applicants experiencing technical difficulties with Grants.gov should contact support@grants.gov.
- ❑ Applicants experiencing technical difficulties with JustGrants should contact OVW.JustGrantsSupport@usdoj.gov.

Technical Difficulties

Technical difficulties with SAM or Grants.gov

1. Contact SAM or Grants.gov support as soon as the applicant is aware of a problem.
2. Maintain documentation of when the issue began and all communication with technical support.
3. Notify this program, via email at OVW.JFF@usdoj.gov, stating the applicant is experiencing technical difficulties with SAM or Grants.gov. The applicant should provide regular updates to this program via email at OVW.JFF@usdoj.gov.
4. If the technical difficulty cannot be resolved before the Grants.gov deadline, the applicant must notify this program via email at OVW.JFF@usdoj.gov before the Grants.gov deadline.
5. Once the Grants.gov deadline passes an applicant will not be able to apply in JustGrants. Therefore, the applicant must email the complete application packet (Proposal Narrative, Budget and Budget Narrative, LOS) and all documentation supporting the technical difficulty to this program at OVW.JFF@usdoj.gov by 9:00 p.m. E.T. on April 25, 2023.

Technical Difficulties

Technical difficulties while applying in JustGrants

1. Contact the OVW JustGrants Help Desk at OVW.JustGrantsSupport@usdoj.gov prior to the JustGrants deadline.
2. Maintain documentation of all communication with the OVW JustGrants Help Desk.
3. Actively work with the OVW JustGrants Help Desk to attempt to resolve the technical difficulty.
4. Contact this program, via email at OVW.JFF@usdoj.gov, prior to the JustGrants deadline (9:00 p.m. E.T. on April 25, 2023, indicating the applicant is experiencing technical difficulties with JustGrants and would like permission to submit an application via email. The email must include the following: A detailed description of the technical difficulty the applicant is experiencing. The contact information (name, telephone, and email) for the individual making the request. The applicant's UEI number. JustGrants application numbers and User Support tracking numbers. The complete application packet (Proposal Narrative, Budget and Budget Narrative, and LOS).

Ask a Question

