



Helping Crime Survivors Find Their Justice

OVC FY 2024 Integrated Services for Minor Victims of Human Trafficking

The webinar will begin shortly.

Presenter

Cynthia Erich

Senior Policy Advisor

OVC Human Trafficking Division



Webinar Outline

- OVC Overview and Mission
- Solicitation Overview
 - Funding opportunity focus
 - Eligibility
 - Required documents
- General Reference to Application Process & Tools
- Questions & Answers

Find funding opportunities at <https://ovc.ojp.gov/funding/current-funding-opportunities>.



Current Funding Opportunities

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SAM.gov Entity Registration and Renewal Reminder

All entities seeking Department of Justice (DOJ) grant funding must have an active registration in [SAM.gov](https://sam.gov). Once registered, entities must complete annual renewals to maintain an active status.

It is recommended that you **begin the SAM.gov registration or renewal process 30 days prior to any deadlines** to allow for the time necessary to complete the full process, including SAM.gov's entity validation process. If you intend to apply for a specific DOJ opportunity, refer to the Grants.gov due date provided on the solicitation, and plan your SAM.gov registration accordingly.

For additional support, visit [SAM.gov Help](https://sam.gov/help).

When available, OVC funding opportunities will be listed on this page.

[Subscribe to News From OVC](#) to receive announcements about OVC funding opportunities.

Visit our [How to Apply for Funding](#) page for tips and answers to frequently asked questions about applying for OVC funding.

[OVC Funding Opportunities](#)

Funding & Awards

Current Funding Opportunities

Funding Webinars

How to Apply for Funding

OVC Awards List

Performance Measures

Managing Grants

Types of Funding

Apply to be a Peer Reviewer

Expired Funding Opportunities



Helping Crime Survivors Find Their Justice

About the Office for Victims of Crime (OVC)

- Enhances the Nation's capacity to assist crime victims and provides leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime.
- In addition to anti-trafficking funding, administers the Crime Victims Fund, supporting state victim assistance and compensation programs.
- To enhance capacity to identify, assist, and provide services to all victims of human trafficking, OVC leads the Nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice, access, and empowerment.



OVC Human Trafficking Division Overview

To enhance capacity to identify, assist, and provide services to all victims of human trafficking, OVC leads the nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice, access, and empowerment.



Helping Crime Survivors Find Their Justice

OVC Human Trafficking Division Staff



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Senior Advisor



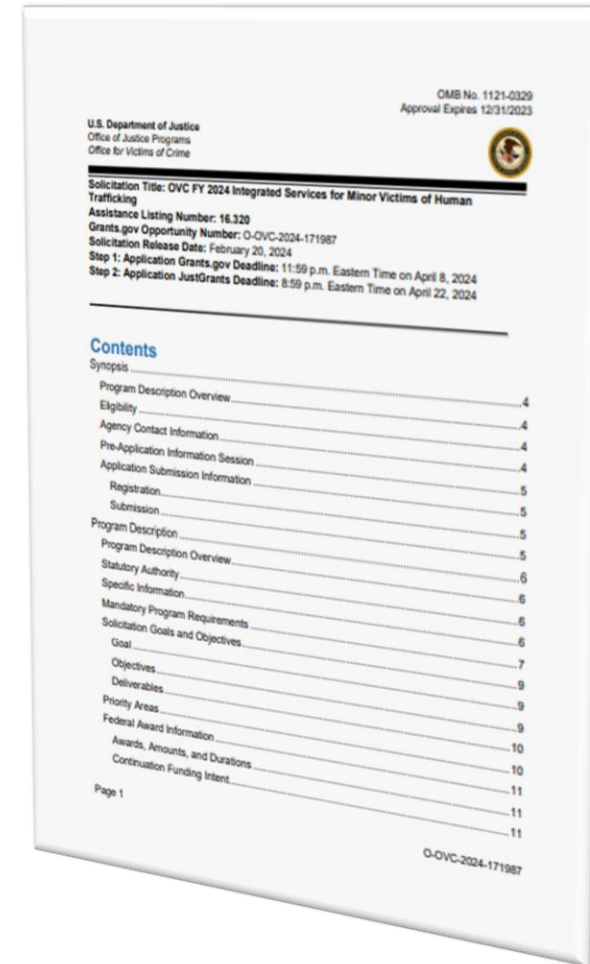
Kristin Weschler
Victim Justice
Program Specialist



OVC FY 2024 Integrated Services for Minor Victims of Human Trafficking

<https://ovc.ojp.gov/funding/opportunities/o-ovc-2024-171987>

Opportunity ID	O-OVC-2024-171987
Solicitation Status	Open
Fiscal Year	2024
Closing Date	April 22, 2024
Posting Date	February 20, 2024
Solicitation Type	Competitive
Grants.gov	April 8, 2024, 11:59 pm Eastern
JustGrants	April 22, 2024, 8:59 pm Eastern



Helping Crime Survivors Find Their Justice



Eligibility

- State governments
- City or township governments
- Public and State controlled institutions of higher education
- County governments
- Public housing authorities/Indian housing authorities
- Native American tribal organizations (other than Federally recognized tribal governments)
- Native American tribal governments (Federally recognized)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education

Eligibility

Criteria



For additional information on eligibility, please review each solicitation's Synopsis section.

Program Description

This program is designed to enhance the quality and quantity of services available to assist victims of sex and/or labor trafficking under the age of 18. For programs serving victims who were trafficked and began receiving services while under the age of 18.

Awards: Up to \$950,000

Funding Opportunity Number: O-OVC-2024-171987



Helping Crime Survivors Find Their Justice

Program Goal (Page 9)

To provide services that address the needs of minor victims of sex and labor trafficking through a continuum of trauma-informed, culturally responsive, and gender-responsive services to ensure their safety, security, and healing and to prevent them from being directed to or involved in the justice system.

Objectives Summary (Pages 9–10)



- Provide services to meet the individualized needs of minor victims
- Collaborate with local partners
- Establish community-based interventions through community outreach and education
- Provide other essential services for minor victims of sex and labor trafficking (either directly or through referrals)
- Collect data and conduct ongoing assessment



OJP Priority Considerations

OJP Priority Considerations Supporting Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*:

- 1A. Applicants that propose project(s) that are designed to promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality.
- 1B. Applicants that demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because they (or at least one subrecipient) identify as a culturally specific organization.

Please note if you are requesting priority consideration in your Abstract!

Deliverables Summary

The deliverables to be provided are services, measured by types of service, number of new and continuing victims served, and other key data points.



Award recipients will be required to submit performance measure data in the Performance Measurement Tool (PMT) and separately submit a semi-annual performance report in JustGrants.

Application and Submission Information



Helping Crime Survivors Find Their Justice

Timeline

- ❑ Grants.gov deadline: **April 8, 2024, 11:59 PM ET**
- ❑ JustGrants deadline: **April 22, 2024, 8:59 PM ET**
- ❑ DOJ expects to award grants no later than **September 30, 2024**
- ❑ All project **START** dates should be on or after **October 1, 2024***



***Please Note: Successful applicants MAY NOT begin work until the budget has been reviewed and officially approved by OJP. Additional information and or restrictions may be outlined in the award package.**

Applications MUST Include

To meet the basic minimum requirements to advance to peer review and receive consideration for funding your application MUST include:

- SF-424 and SF-LLL (in Grants.gov)
- Proposal Abstract (in JustGrants)
- Proposal Narrative (in JustGrants)
- Budget Web-Based Form (including budget details and budget narrative) (in JustGrants)



Remember, if you fail to submit ANY of required documents, your application will not be considered for funding!

Budget Web-Based Form (Worksheet and Budget Narrative)



- Use the JustGrants web-based form.
- Personnel costs should relate to the key project personnel.
- The budget should include adequate funding to fully implement the project, broken out by year, reflecting 36 months.
- The budget should be mathematically sound and correspond with information described in the Proposal Narrative and aligned with the project design.
- Include information needed for the respective category.
- Address Priority 1A or 1B considerations, if applicable.

Unallowable Costs (Pages 21–22)

- Holding Beds
- Stipends/Incentives to Participate in Services
- Primary Prevention Activities



Match Requirements

The solicitation requires a 25% **cash or in-kind** match.

An applicant must identify the source of the 25% non-federal portion of the total project costs and how they will use match funds. “Match” funds may be used only for purposes that would be allowable for the federal funds.

How to Calculate Match Formula

Step 1 Award Amount ÷ % of Federal Share = Total (Adjusted Project Cost)

Step 2 Total (Adjusted) Project Cost x % of Recipient Share = Required Match

Attachments (If applicable)

- Tribal Authorizing Resolution
- Research and Evaluation Independence and Integrity
- Request and Justification for Employee Compensation; Waiver
- Memorandum of Understanding
- Letters of Support
- Resumes of key personnel
- List of procurement contracts
- Organizational chart



Additional Documents to Apply

DOJ Application Submission Checklist

Submitting an application to DOJ is a two-part process. An applicant first submits an abbreviated application in Grants.gov. The full application is then completed in JustGrants, DOJ's grants management system. The following steps and tips will assist potential applicants in completing DOJ applications.



Step 1: Confirm your Entity's System for Award Management (SAM) registration information:

- Register with SAM or confirm that your SAM registration is active and up-to-date. You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and JustGrants. **Registration and renewal can take up to 10 business days to complete.**
- On April 4, 2022, the federal government will stop using Data Universal Numbering System (DUNS) numbers and start using the **new SAM Unique Entity Identifier (UEI)**.
- Entities new to JustGrants: Confirm that the contact information (email address) for your Entity's Electronic Business Point-of-Contact (E-Biz POC) in SAM is accurate and up-to-date. The E-Biz POC is onboarded in JustGrants as the Entity's first Entity Administrator and will receive notifications from JustGrants. The Entity Administrator is responsible for completing Entity User onboarding in JustGrants. Once the Entity Administrator is onboarded, that role can be reassigned to another Entity User.
- Technical issues with SAM registration or renewal must be reported to the **SAM Help Desk (Federal Service Desk)**.

Step 2: Apply in Grants.gov:

- Effective February 21, 2022, all Grants.gov users and applicants will need to use **Login.gov credentials**.
- Search for an open DOJ funding opportunity in Grants.gov or on the agency website and review the solicitation requirements.
- Complete and submit the required documents in Grants.gov at least 48-72 hours prior to the Grants.gov deadline to allow for time to correct any problems or errors. The Grants.gov portion of your application includes the SF-424 and SF-LLL. (Note: The user and email identified in Section 8.F of the SF-424 will be identified as the Application Submitter in JustGrants and will receive future notifications from JustGrants.)



Updated 2/8/22

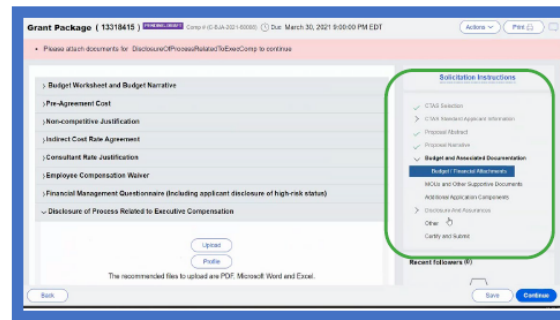
Application Attachments



Attachment Tips

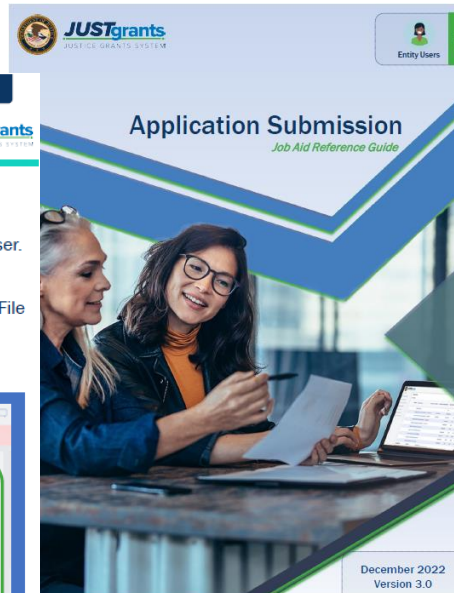
Log in to JustGrants using either Chrome or Microsoft Edge as your browser. Internet Explorer is not a compatible browser for JustGrants.

Open the application and use the menu options on the right to navigate. File attachments associated with a section are displayed in the section.



May 12, 2021

Application Attachments | 1



Award Attachments

Entity Administrators and Authorized Representatives can attach these items to awards



Attach the following items as required to award deliverables for DOJ review.

Attachments

Additional Application Components Other	Additional Project Title Information
Application Attachments	Areas Affect by Project
Bibliography/References	Budget Consultant Rate Justification
Budget Financial Management Questionnaire	Budget Indirect Cost Rate Agreement
Budget Non-competitive Justification	Budget Other
Budget Pre-Agreement Cost	Budget Sole Source Justification
Budget Worksheet	Confidentiality Notice Forms
Correspondence	Curriculum Vitae or Resumes
Delinquent Debt Explanation	Disclosure of Process related to Executive Compensation
Disclosures and Assurances	File
Human Subjects Protection	Letter of Non-supplanting
Letters of Support	List of individuals in the Application
Lobbying Activities Disclosure	MOU Document
Opportunity Zone	Other Attachment
Other Project Period GAM Attachment	Privacy Certificate
Program/Project Congressional Districts	Project Timeline
Proof 501 (c) Status (Nonprofits only)	Proposal Narrative
Request to Use Incentives or Stipends	Tool, Instruments, Questionnaires, Tables, Maps
Tribal Authorizing Resolution	

Application Submission | 126



Application Submission Overview



Applicants have two application submission deadlines:

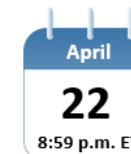
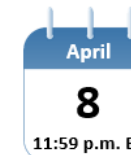
1. Grants.gov (submitting the SF-424 and SF-LLL)
2. JustGrants



It's OK to enter preliminary budget or programmatic data in Grants.gov and update later in JustGrants.

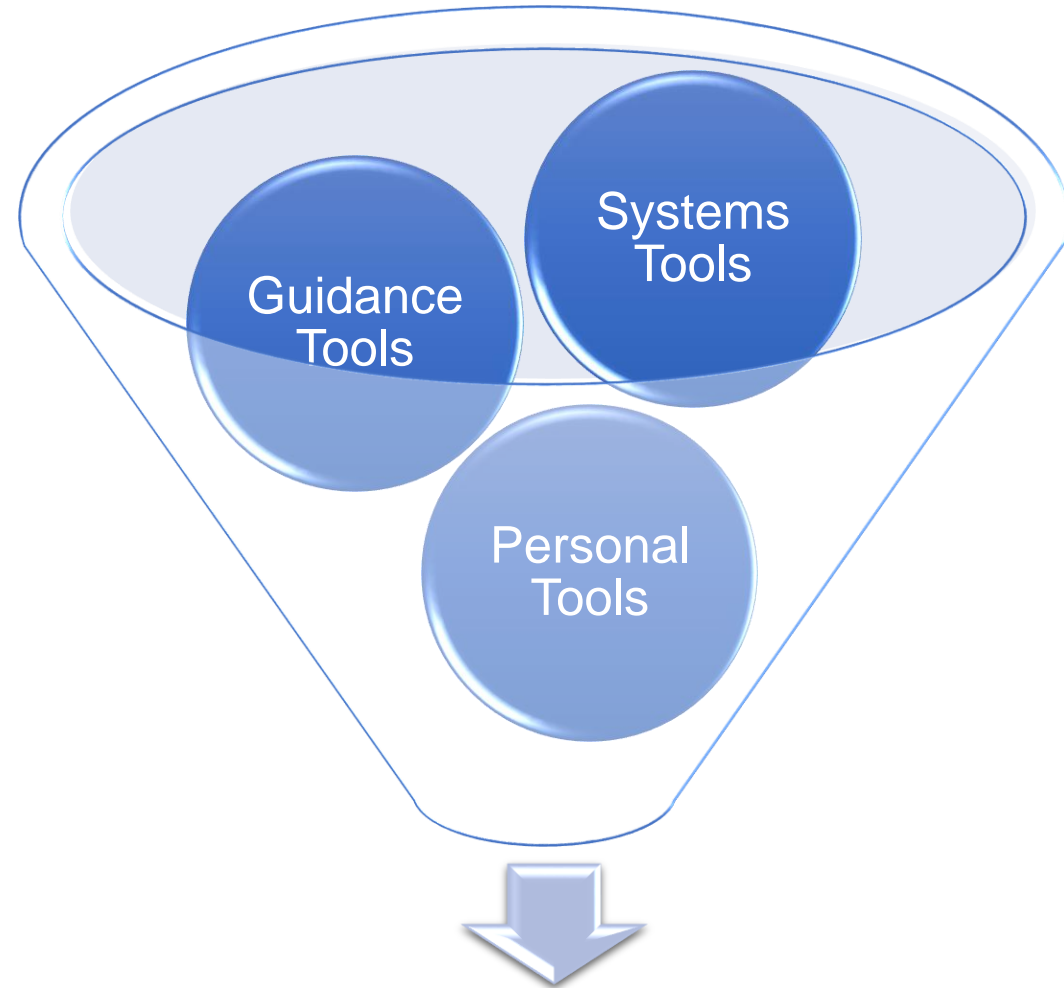


A JustGrants submission should include all items as defined in the solicitation.





Resources



Your Application



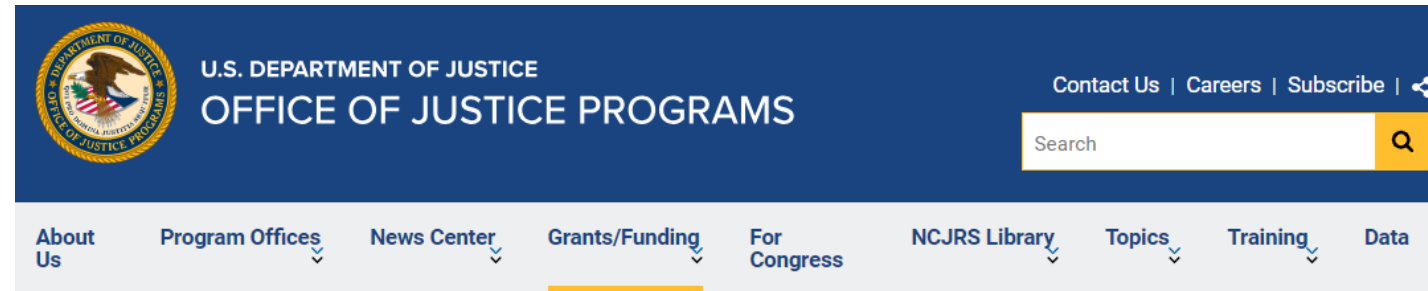
Information About OVC

Consult the [OVC website](#).



The screenshot shows the top portion of the OVC website. At the top left is the Department of Justice seal and the text "Office for Victims of Crime" above the "OVC" logo. To the right is a search bar with the text "Search" and a magnifying glass icon. Below the search bar is a navigation menu with the following items: "About OVC", "News & Events", "Library & Multimedia", "Funding & Awards", "Programs", and "Topics". The main banner features a green background with a photograph of hands clasped together. The text "RIGHTS • ACCESS • EQUITY" is prominently displayed in white, with the tagline "Helping Crime Survivors Find Their Justice" below it. A dark blue button with the text "Help for victims" is positioned in the lower-left corner of the banner.

The OJP Grant Application Resource Guide



[Home](#) / [Grants/Funding](#) / [Applicant Resources](#)

OJP Grant Application Resource Guide

<https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide>

Information on SAM.gov

Visit SAM.gov:
This is your first stop
BEFORE applying.



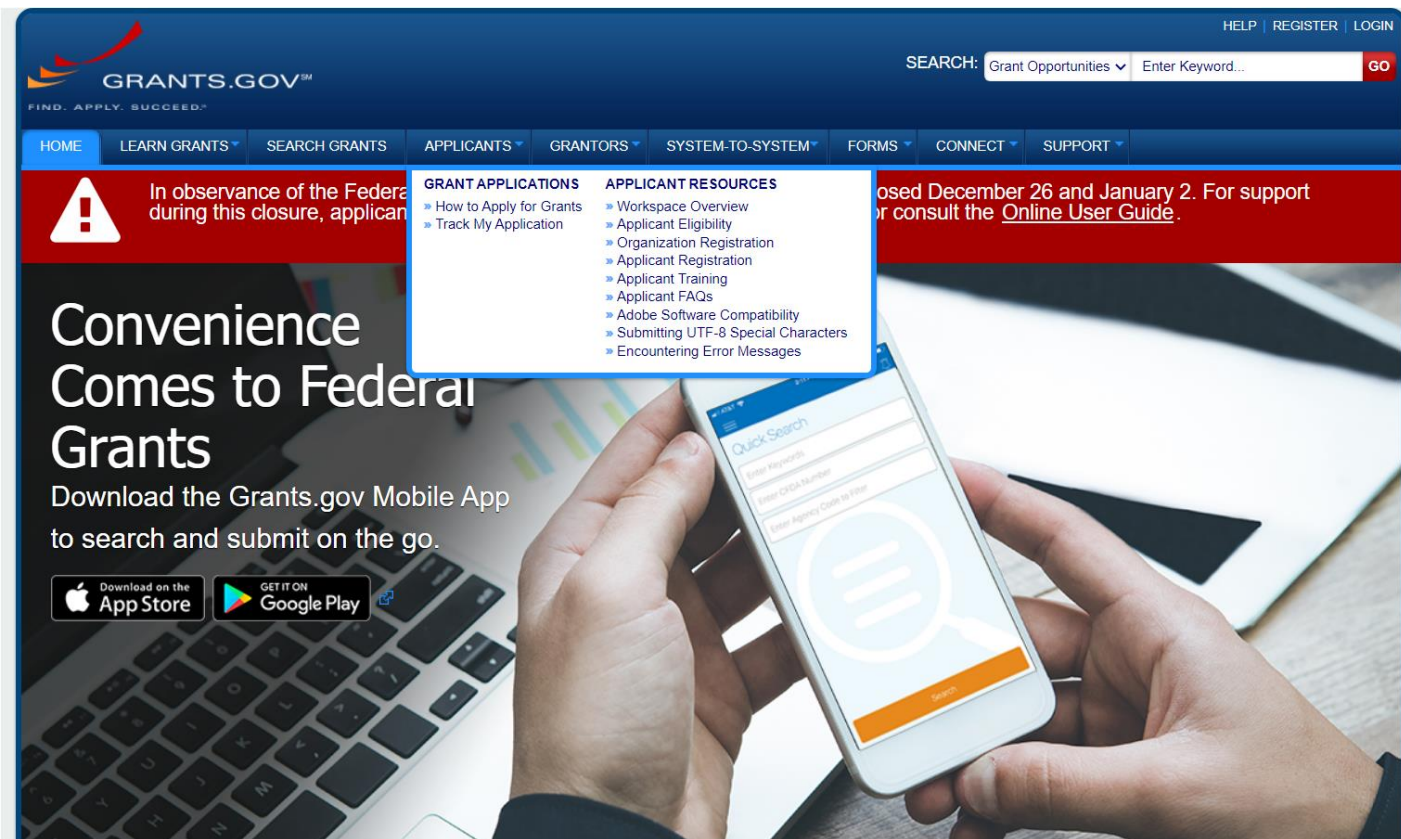
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For additional support, visit [SAM.gov Help](#).

Information on Grants.gov



Visit Grants.gov:
<https://www.grants.gov>.

This is your first stop in
applying.

JustGrants Training Resources

Visit: <https://justicegrants.usdoj.gov>

The screenshot shows the JustGrants website header with the logo and navigation menu. The 'Training' dropdown menu is open, listing various topics: Training, Entity Management, Entity User Experience, Application Submission, Grant Award Acceptance, Award Management, Grant Award Modifications, Financial Reporting, Performance Reporting, Monitoring, Closeout, and Virtual Q&A Sessions. Below the menu, a paragraph states: 'The Department of Justice (DOJ) grant making components—the Office, the Office of Justice Programs (OJP), and the Office on to serve as a resource hub for their grants management system of which launched on October 15, 2020.'

Organized by Topics

The screenshot shows an eLearning video player titled 'Award Management eLearning Video'. It includes a list of topics: 'Manage funded awards' and 'Locate and understand award information'. Below the list, it says 'Review the [YouTube Terms of Service](#) and the [Google Privacy Policy](#)'. The video player shows a thumbnail for 'JustGrants Managing Funded Awards' with a play button. Below the video, it says 'Training Video: JustGrants Managing Funded Awards; Video run time: 4:48 min.' At the bottom, there is a 'Reference Materials' section with two links: '[Award Management Job Aid Reference Guide](#) (updated March 21, 2021)' and '[Award Conditions Job Aid Reference Guide](#) (updated July 20, 2021)'.

Micro-learning videos

The screenshot shows a 'Job Aid Reference Guide' for 'Award Conditions'. It features a 'Step 1: View Award Conditions' section with a 'Select Award Conditions' button. Below this, there is a screenshot of the JustGrants system interface showing a list of awards. A red circle highlights the 'Award Conditions' tab. Below the screenshot, it says 'Award Conditions are read-only.' and '1) From within the Funded Award, open the Award Conditions tab.' The page footer includes 'Award Conditions Reference Guide | 12'.

Job Aid Reference Guides

JustGrants Office Hours: Application Mechanics

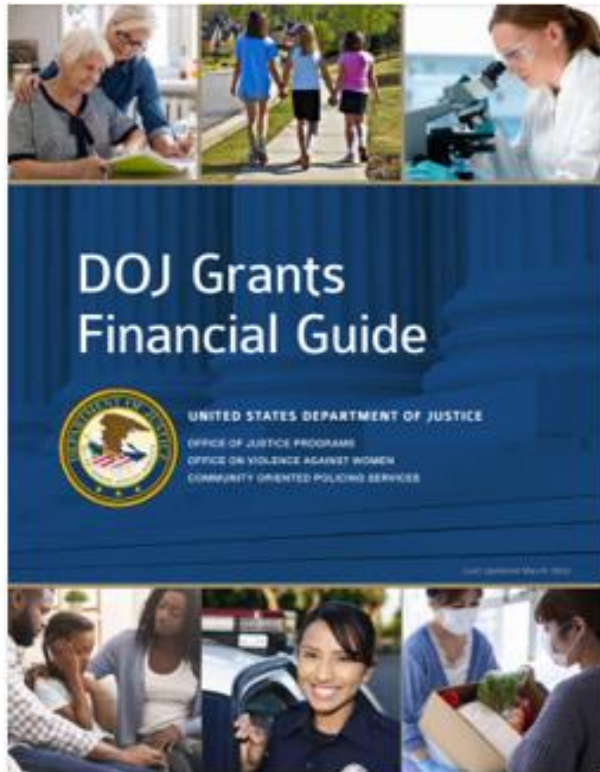
Session Topic	Description	Session Registration
<p data-bbox="147 489 746 651">Application Mechanics: Submitting an Application Weekly Training Webinar</p> <p data-bbox="147 718 695 936"><i>Key Audience: Entity Administrator, Application Submitter, Authorized Representative</i></p>	<ul data-bbox="823 404 1714 1018" style="list-style-type: none">• Preparing to apply• Completing the abbreviated application in Grants.gov• Entity onboarding and JustGrants access• JustGrants roles and responsibilities• Assigning users' roles to applications• Completing, reviewing, certifying and submitting a JustGrants application• Attendee questions about application submission	<p data-bbox="1765 432 2428 651">Every Wednesday from 2:30-4:00 p.m. ET Click the link to register for the session you wish to attend:</p> <p data-bbox="1765 718 2109 936">March 6, 2024 March 13, 2024 March 20, 2024 March 27, 2024</p>

Check website for updates: <https://justicegrants.usdoj.gov/training/training-virtual-sessions>



Helping Crime Survivors Find Their Justice

DOJ Grants Financial Guide



As a starting point for all recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective day-to-day management of awards consult the DOJ Grants Financial Guide: <https://ojp.gov/financialguide/DOJ/index.htm>.

TOP 10 TOPICS

1. Financial Management Systems	6. Audit Requirements
2. Allowable Costs	7. Conference Costs
3. Unallowable Costs	8. Adjustments to Awards
4. Federal Financial Reports	9. Accounting by Approved Budget Category
5. Performance Reports	10. Subrecipient Monitoring

Important Contact Information



Technical Assistance submitting the FULL APPLICATION into JustGrants:

833-872-5175

JustGrants.Support@usdoj.gov



OJP Response Center

Technical Assistance with Programmatic Requirements and to report a technical issue that prevented application submission, contact the OJP Response Center:

800-851-3420

grants@ncjrs.gov



Helping Crime Survivors Find Their Justice

Go Social With OVC!



Like: <https://www.facebook.com/OJPOVC>



Follow: <https://twitter.com/OJPOVC>



Watch: www.youtube.com/user/OJPOVC

Questions?



To submit a question, use the [Q&A Box](#) and select [All Panelists](#)