



U.S. Department of Justice Coordinated Tribal Assistance Solicitation

Purpose Area 6: Children's Justice Act Partnerships for Indian Communities (CJA) Pre-Application Overview

January 17, 2019





Outline of the Presentation

Section 1:

Background on the Office for Victims of Crime (OVC)
Overview of the Coordinated Tribal Assistance Solicitation (CTAS)

Section 2:

Purpose Area 6: Children's Justice Act Partnerships for Indian Communities Program

Section 3:

Purpose Area 6: Application Requirements

Section 4:

How to Apply for Funding

Section 5:

Tips and Resources



Section 1

Overview of the Office for Victims of Crime and Coordinated Tribal Assistance Solicitation



Office for Victims of Crime (OVC)

OVC Programs Support:

- Victims in tribal communities
- State victim compensation and assistance programs
- Training and technical assistance and information resources
- Victims of international terrorism and mass violence (home and abroad)
- Coordination with Federal Agencies provision of victim services
- Victims of human trafficking
- National-scope demonstration and service projects





Examples of OVC Tribal Specific Projects

- FY 2018 Tribal Victim Services Set-Aside Program
- American Indian/Alaska Native Training and Technical Assistance Program
- National Indian Nations Conference
- Developing Future Victim Specialists for Indian Country Program
- Project Beacon: Increases Services for Urban AI/AI Victims of Sex Trafficking
- Tribal Victim Service Resource Project
- **Coordinated Tribal Assistance Solicitation (CTAS)**
 - Purpose Area 6
 - Purpose Area 7

For more information regarding OVC projects, visit: www.OVC.GOV



What is CTAS?

CTAS is the overarching structure under which tribes can apply for up to **TEN separate grant programs through **one single application!****

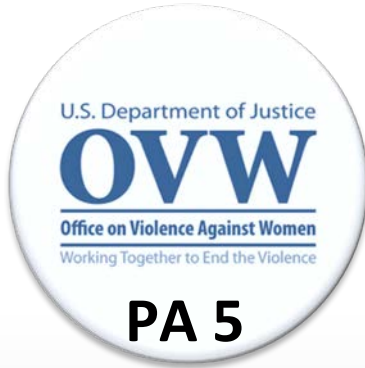


DOJ Offices & their CTAS Program/Purpose Area(s) (PA)

COPS Office	Safety and Community Policing (PA #1)
All DOJ (COPS Office, BJA, OVC, OJJDP, & OVW)	Comprehensive Tribal Justice Systems Strategic Planning (PA #2)
BJA	Tribal Justice Systems (PA #3)
BJA	Tribal Justice System Infrastructure Program (PA #4)
OVW	Tribal Governments Program (PA #5)
OVC	Children's Justice Act Partnerships for Indian Communities (PA #6)
OVC	 Tribal Victim Services Program (PA #7)
OJJDP	Juvenile Tribal Healing To Wellness Courts (PA #8)
OJJDP	Tribal Youth Program (PA #9)
BJA	 Addressing Violent Crime in Tribal Communities (PA #10)



CTAS: Purpose Areas that Support Victims of Crime



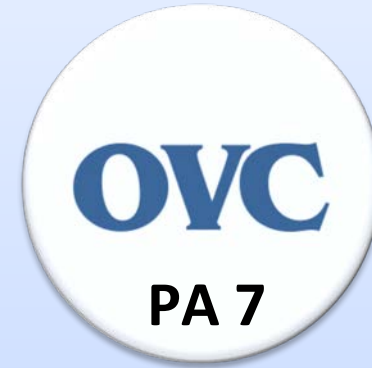
Improves the criminal justice system response to violence against women, including support to law enforcement, prosecution, courts, and multi-disciplinary teams.

Serves: women and children



Improves the investigation, prosecution, and handling of cases of criminal child abuse and neglect, and particularly child sexual abuse cases.

Serves: child victims of crime



Improves services for all victims of crime to address the victim service needs of tribes.

Serves: all victims of crime

CTAS Funding to Support Victims of Crime



Section 2

Purpose Area 6: Children's Justice Act Partnerships for Indian Communities Program



Children's Justice Act Partnership for Indian Communities (PA 6)

Important Award Information:

Maximum Award Amount: \$450,000

Number of Awards to be Made: Approximately 6

Award Timeline: October 1, 2019 – September 30, 2022



Who is Eligible to Apply Under CTAS?

Each CTAS purpose area may have different eligibility requirements.

Under Purpose Area 6, the following applicants are eligible to apply:

- Federally-recognized Tribes as determined by the Secretary of the Interior
- Alaska Native Villages and Corporations
- Tribal Consortium consisting of two or more federally-recognized Tribes
- Tribal designees are eligible participants** and must provide a current tribal resolution or other satisfactory legal enactment from the tribe as part of the application.

Eligibility

Criteria





Who is Eligible to Apply Under CTAS?

Applicants who received Purpose Area 6 funding in FY 2017 or FY 2018 ARE NOT eligible to apply for the FY 2019 Purpose Area 6 program.

Eligibility

Criteria





Purpose Area 6 Goals and Objectives

Goal: To provide funding and TTA to help AI/AN communities develop, establish, and operate programs designed to improve the investigation, prosecution, and handling of cases of **criminal** child abuse and neglect, particularly child sexual abuse cases, in a manner designed to minimize trauma for child victims and their non-offending family members

Objectives:

- Improve the capacity of existing tribal systems that serve child abuse victims and their non-offending families, including support for comprehensive and multidisciplinary responses
- Develop and establish specialized services (including emergency services) and procedures that address the needs of child abuse victims and their non-offending family members



Allowable Activities Under CJA

Staffing and Fringe Costs

- Specialized prosecutors or investigators, forensic interviewers, mental health professionals, etc.

Victim Assistance

- Services must be linked to child victimization

Coordination/Outreach/Awareness/Education

- Development of tribal codes related to defining and expanding victims rights and relevant criminal tribal codes related to criminal child abuse and neglect
- PSAs, posters, brochures, fact sheets sharing information about types of victimization, how to report and seek help, and information about your specialized program.



Allowable Activities Under CJA (continued)

Cultural and Traditional Practices

- Sweat lodges, talking circles, and/or healing ceremonies for child abuse victims and survivors etc.

Equipment and Supplies Related to Serving these Crime Victims

- Computers, leasing a vehicle, office furniture, information sharing data base, supplies for outreach materials

Training and Travel

- Budget for at least 2 appropriate staff to attend at least 3 OVC Related Trainings:
 - Indian Nations Conference, New Grantee Orientation, OVC Regional Training
 - Victim related trainings with Grant Manager Approval



Unallowable Costs and Activities



While these funds can be used to provide a wide range of services to victims of crime, there are some **statutory limitations** on how the funds can be used.

These funds cannot be used to pay for costs associated with:

- ⊘ Services for criminal offenders;
- ⊘ Primary crime prevention activities (before abuse occurs);
- ⊘ Construction.



What Type of Projects Can Purpose Area 6 Support?

CASA Program

Child Forensic
Interviewer

Special Crimes
Against Children
Investigator or
Prosecutor

Pediatric SANE Nurses

Child Advocacy Center



Required Project Deliverables

Recipients will be required to submit the following deliverables to OVC within the first 18 months of the award:

- Community Needs Assessment
- Privacy Certificate
- Strategic Plan
- Logic model





Required Reporting

All recipients **must complete the following reports:**

- ❑ Quarterly Performance Measures Data Collection:
Award recipients will be required to complete the following sections of the Transforming Victim Services module in OVC's online **Performance Measurement Tool** (Training will be provided on the use of this tool).
 - VI. Strategic Planning
 - VII. Victim Services
- ❑ Semi-Annual Progress Reports and Quarterly Financial Status Reports





Training and Technical Assistance (T & TA)

OVC offers FREE T & TA to all CTAS Grantees!!

The OVC funded T & TA Providers, Unified Solutions and Fox Valley Technical College, can:

- Provide **hands-on assistance** to you in completing your grant deliverables. When created in a timely manner and with your team's participation, these deliverables can be **meaningful tools** and guides for you throughout the length of your project.
- Offer** a variety of **customized training** opportunities to help you carry out the important work of your awarded project;
- Tailor training and technical assistance to **support under-resourced communities;**
- Design** culturally-sensitive learning experiences;
- Assist with **community engagement;** and
- Develop and evaluate victim services programs.**



When developing your budget, remember to utilize the available and **FREE T & TA services!**



Section 3

Purpose Area 6: Application Requirements



CTAS Solicitation is LIVE!

When did the solicitation open?

November 27, 2018

Where can I find the solicitation?

www.justice.gov/tribal/open-solicitations

When does the solicitation close?

February 26, 2019 at 9:00 p.m. ET



Applications Should Include

The following information **must be included** in the application submission:

- **Tribal Community & Justice Profile** (30% of the application score)
- **Purpose Area Narrative** for each Purpose Area for which the applicant is applying (55% of the application score)
- **Budget Detail Worksheet and Narrative** (15% of the application score)



If you fail to submit ANY of above documents, your application will not be considered for funding!

For additional information, please review Section D of the [FY 2019 CTAS Solicitation](#).



Tribal Community and Justice Profile (30% of the Application Score)

Tribal Community and Justice Profile

Applicant Name: _____

Tribal Narrative Profile (30%)

You may enter as much or as little text as you need to fully describe your community as long as the total number of pages for the entire Tribal Narrative Profile does not exceed 10 pages. Remember that the individuals reviewing the application may not be familiar with the community, so descriptions should be as clear and detailed as possible. Be sure that every question is answered. If there are questions that you are unable to answer, provide an explanation as to why the information is unavailable.

1. Describe the general form of your Tribal Government.
2. Briefly describe the tribal justice system, including prevention or intervention initiatives for members at risk of involvement or already involved in the justice system (youth or adult); law enforcement, including any cross jurisdictional agreements; courts; alternative dispute resolution; corrections, including juvenile detention facilities; services for victims and survivors of crime (e.g., violent crime, nonviolent crime, drug-related crime, child abuse, elder abuse, domestic violence, sexual assault, dating violence, stalking, human trafficking, identity theft, etc.); tribal reentry programs; and sex offender registry obligations. If services are not available within the tribe, please describe how they are accessed or provided.
3. Describe the significant tribal justice, community safety, juvenile delinquency, and victimization issues (e.g., child abuse, elder abuse, domestic violence, sexual assault, sex trafficking, dating violence, stalking, identity theft, non-violent crime, etc.) facing the tribal nation and explain why these issues are the most pressing. *Ensure that the problems described are connected to the purpose area(s) for which the tribe is applying. For example, if the tribe is applying for Purpose Area #1 (COPS Tribal Resources Grant Program-Hiring and Tribal Resources Grant Program-Equipment/Training), the tribe should discuss law enforcement related issues. If the tribe is applying for multiple purpose areas, all of the relevant issues should be identified in this portion of the profile.*
4. Describe current and future plans to comprehensively address the tribe's public safety, criminal and juvenile justice, or victimization issues (e.g., violent crime, nonviolent crime, drug-related crime, child abuse, elder abuse, domestic violence, sexual assault, dating violence, stalking, identity theft, human trafficking, etc.).
5. Discuss any additional information about your tribe that would be important in the understanding and evaluating your application.

The Tribal Community and Justice Profile will be rated based on the following criteria:

- The extent to which the application fully responds to the requested information.
- The need for funding as described in the Tribal Community and Justice Profile.

The **Tribal Community and Justice Profile** is rated based on the following criteria:

❑ How the applicant responds to each of the **FIVE** questions.

❑ How the responses **demonstrate the need for funding.**

The Tribal Community and Justice Profile is designed to enable a tribe to describe its community strengths, resources, challenges, and needs. For detailed information about these requirements see the **CTAS Application Resource Guide.**



Purpose Area 6 Program Narrative (55% of Application Score)

- The proposal **must not** exceed 10 pages (this includes template text).
- Answer **each** of the 10 questions and make sure to:
 - Define the **current status** of your victim services program
 - Explain the **issue** funding will address
 - Describe how the program **is designed** and **how the project will be implemented**
 - Briefly describe the current grant funded projects within your area and any pending applications
 - **Highlight community partnerships** and the structure of the program

Applicant Name: _____
Purpose Area #6 Children's Justice Act Partnerships for Indian Communities (OVC)
Implementation point of contact (name, title, email, and phone): _____

Narrative
Purpose Area #6 Narrative (10-page limit including template text; answers should be double-spaced)

1. Describe current or previous efforts, if any, to address the problem(s) related to victims of child abuse and neglect identified in the Tribal Community and Justice Profile and state whether they were effective. Please provide detailed information about any current or past victim-related programs funded by OVC or other Federal agencies and their current status.
2. Describe any current gaps in services to victims of crime related to the problem(s) identified in question #1.
3. Describe how your community responds to reports of child abuse. Do you have police officers? If so, are your officers (whether tribal, BIA contract, or other) specially trained to investigate criminal child abuse, neglect and exploitation? Does your community have a multidisciplinary team that responds to child abuse reports? Are any staff members trained in forensic interviewing? Does your community have or use a children's advocacy center? If so, how is that funded? Does your community have a tribal court with a designated or specially trained prosecutor to handle child abuse cases?
4. Describe how the proposed grant-funded program will be used to support child victims of crime.
 - a. Identify plans to develop a new program or use funds to enhance and sustain an existing program. The plans must address how the proposed program will support improving the investigation, prosecution, or victim advocacy for criminal child abuse and neglect cases, particularly child sexual abuse, in a manner that minimizes trauma to child victims.
 - b. Specifically identify the activities, personnel, services, supplies and equipment for which you will use this PA-6 funding. Some activities, personnel and programs that should be considered are child forensic interviewing training or staff, victim advocacy, forensic interviewing rooms, the formation of multidisciplinary teams, pediatric SANE or specialized medical services, child advocacy centers, hiring or training dedicated investigators or prosecutors, improving court processes to ease trauma for testifying children, specialized training, shelter and housing, and mental health treatment.
 - c. Identify where the program will be housed, how victims of child abuse and neglect will access the services, what services will be available to victims, and who will provide those services.

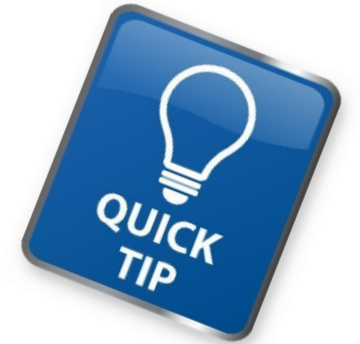
FY 2019
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To download the **Purpose Area 6 Narrative**, visit:
<https://grants.ojp.usdoj.gov/CTAS/>



Purpose Area 6: Program Narrative (continued)

The **Program Design and Implementation section** should include goals, objectives and activities that are aligned with serving child victims of crime.



- Be brief, concise, and clear.
- Make sure the information is consistent throughout your proposal.
- Create solid goals and measurable objectives:
 - Objectives should be **SMART**:
Specific, **M**easurable, **A**ttainable, **R**ealistic, and **T**ime-bound
- Focus on setting a realistic timeline to complete your project.



Budget Detail Worksheet (15% of the application score)

The proposed budget should not exceed **\$450,000** and must be consistent with the program narrative and a 3 year project period.

- ❑ Use the CTAS Budget Detail Worksheet to create the budget. You can find it at <https://grants.ojp.usdoj.gov/CTAS/> or in the Grants Management System (GMS).
- ❑ The budget must include costs for 2 appropriate staff to attend at least 3 required OVC training events:
 - ❑ CTAS Grantee Orientation
 - ❑ OVC Mandatory Training
 - ❑ National Indian Nations Conference
- ❑ Properly link all costs outlined in the Budget Detail Worksheet to the Program Narrative!



Budget Detail Worksheet (continued)

- ❑ **Do the Math**— Provide calculations and total cost for each expense
- ❑ **Support your Request**— Clearly link the expenses to the proposal
- ❑ **Stay within Budget**— Do not exceed \$450K
- ❑ **Know the Timeline**— All awards are three year projects! (*extensions are not allowed*)

Still not sure if a cost is allowable?

Remember to use the DOJ Financial Guide and list of allowable and unallowable activities in the FY 2019 solicitation

All costs must be....

Reasonable

Allowable

Consistent

Allocable



Reminders when Drafting Key Documents

- ❑ Use simple and concise language.
- ❑ Information should be presentable and organized!
- ❑ Be realistic about how you will achieve goals.
- ❑ Get feedback from those who may run the project!
- ❑ Make sure the proposal is consistent with the Purpose Area 6 goals and objectives.





Reminders when Drafting Key Documents

Put yourself in the reviewers' shoes!

- Did you properly convey the need for funding?
- Consider the audience and review criteria
- Is the application cohesive?
- Use spell and grammar check!





Applications Should also Include

Along with the **3** required documents, the following information **should be included** in the application submission:

- Project Abstract
- Tribal Authority to Apply Documentation/Tribal Resolution
- Applicant Disclosure of High Risk Status
- Applicant Disclosure of Pending or Active Applications
- Disclosure of Lobbying Activities
- Indirect Cost Rate Agreement (if applicable)
- Financial Management and System of Internal Controls Questionnaire
- Other Attachments (as needed)
 - OVC Approved Strategic Plan or Logic Model
 - Resumes of Key Personnel

See **Section F** in the [CTAS FY 2019 Solicitation](#) for specific application requirements by Purpose Area.

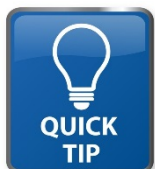


Purpose Area 6 Project Abstract

An abstract is a **clear and simple summary statement** about your proposal.

This statement should be no more than 400 words and should include:

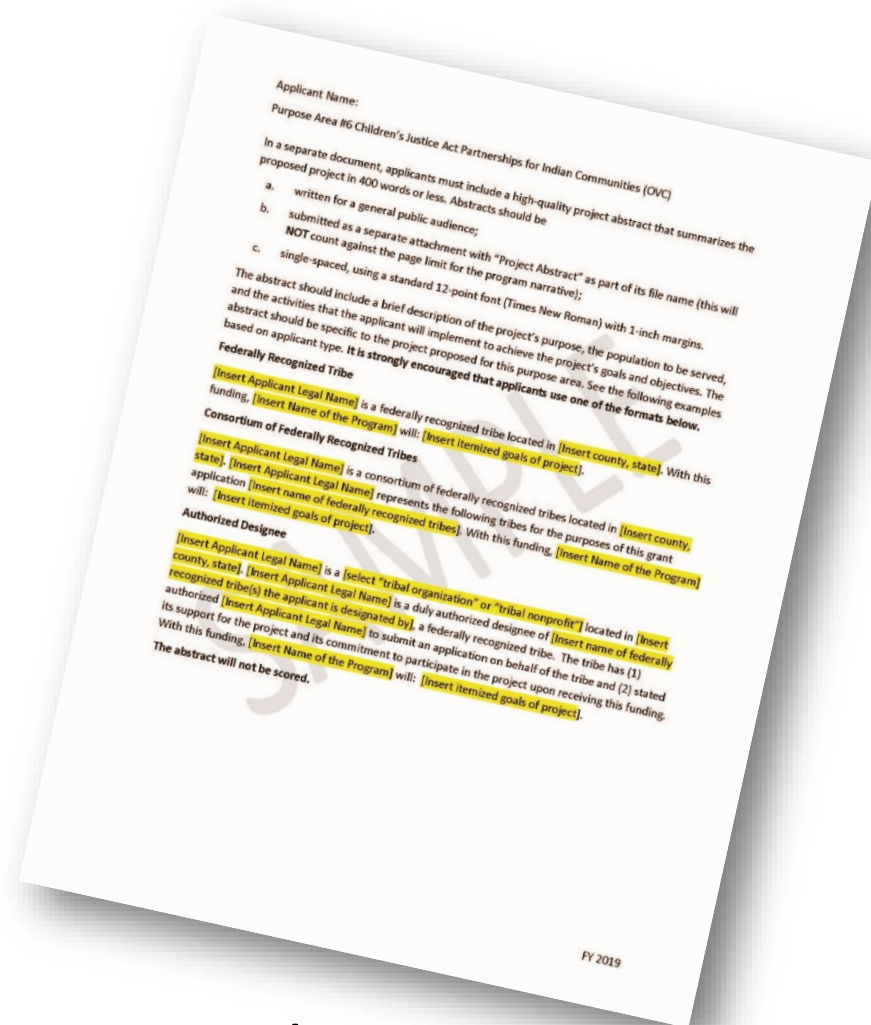
- Name of the applicant
- Insert itemized goals of project



The CTAS Committee has created a template that applicants may use to develop their abstract!

To download the Purpose Area 6 Abstract Template, visit:

<https://grants.ojp.usdoj.gov/CTAS>





Applicant Disclosure of High-Risk Status Document

If an applicant is currently designated as high risk by a federal grant-making agency, then the applicant must include the following information in its application:

- 1) **NAME AND CONTACT INFO OF THE DESIGNATING AGENCY**
- 2) **DATE OF DESIGNATION**
- 3) **REASON FOR DESIGNATION**

Question: How do I find out if my agency is currently designated high risk?

Answer: There is no central database an applicant can reference to determine high risk status. Applicants are required to self report.



Question: Is there a form I can fill out?

Answer: No, applicants are required to submit a letter or statement that outlines their designation status.

Question: If my agency is not labeled as high risk, do I still need to submit a disclosure?

Answer: Yes, applicants are still required to submit a letter or statement that simply states the agency has not been designated high risk. If an applicant fails to provide their disclosure with the application, a withholding special condition will be placed on the award and the applicant will not have immediate access to funds until a response is provided to OJP.



Applicant Disclosure of Pending and Active Awards Document

The **disclosure** (written statement) should include both **direct applications** for federal funding (e.g., applications to federal agencies) and **indirect applications** for such funding (e.g., applications to state agencies that subgrant federal funds).

This written statement should include:

- The federal or state funding agency name
- The solicitation name, purpose area and project name
- The point of contact information at the applicable funding agency



Access to funds may be withheld if this form is not submitted with the application.



Lobbying Form

All applicants must disclose the existence or nonexistence of lobbying activities by completing and submitting Form SF-LLL with the FY 2019 CTAS application.

To download the Disclosure for Lobbying Activities form, visit: <https://ojp.gov/funding/Apply/Resources/Disclosure.pdf>



Access to funds may be withheld if this form is not submitted.



Financial Management Systems & Internal Controls Questionnaire

1. Download the form from the OJP website
2. Must be completed by applicant's chief financial officer (or equivalent)
3. Attach completed form to application in the GMS

To download the Questionnaire, visit:

<https://ojp.gov/funding/Apply/Resources/FinancialCapability.pdf>

The image shows a screenshot of a questionnaire form from the U.S. Department of Justice, Office of Justice Programs. The form is titled "Financial Management Systems & Internal Controls Questionnaire" and includes the following sections:

- Header:** U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS. Approved: OMB No. 1121-0329, Expires 11/30/2020.
- Background:** Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800). Including at a minimum, the financial management system of each OJP award recipient must provide for the following:
 - (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
 - (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
 - (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
 - (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
 - (5) Comparison of expenditures with budget amounts for each Federal award.
 - (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
 - (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
 - (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.
- Form Fields:**
 1. Name of Organization and Address:
 - Organization Name: [Text Box]
 - Street1: [Text Box]
 - Street2: [Text Box]
 - City: [Text Box]
 - State: [Dropdown Menu]
 - Zip Code: [Text Box]
 2. Authorized Representative's Name and Title:
 - Prefix: [Text Box] First Name: [Text Box] Middle Name: [Text Box]
 - Last Name: [Text Box] Suffix: [Text Box]
 - Title: [Text Box]
 3. Phone: [Text Box] 4. Fax: [Text Box]
 5. Email: [Text Box]
 6. Year Established: [Text Box] 7. Employer Identification Number (EIN): [Text Box] 8. DUNS Number: [Text Box]
- 9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)?** Yes No
- If "No" skip to Question 10.**
- If "Yes", complete Questions 9. b) and 9. c).**



Section 4 :

How to Apply for Funding



Application Timeline

- ❑ Solicitation Opened: **Tuesday, November 27, 2018**
- ❑ Solicitation Closes: 9 p.m. Eastern Standard Time, **Tuesday, February 26, 2019**
- ❑ DOJ expects to award grants no later than **September 30, 2019**
- ❑ All project **START** dates should be on or after **October 1, 2019**



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



How to Apply



For additional information, please review **Section H** of the FY2019 CTAS Solicitation.

All Applicants should complete the following steps:

1. Acquire a Data Universal Numbering System (DUNS) Number
2. Acquire or renew registration with the System for Award Management (SAM) database well in advance of applying (replaces the Central Contractor Registration (CCR)).
3. Acquire a GMS username and password
4. Verify the SAM registration in GMS
5. Search for the funding opportunity in GMS
6. Register by selecting the “Apply Online” button associated with the solicitation title.
7. Submit an application consistent with this solicitation by following the directions in GMS.



Using the Grants Management System



FY 2019 Coordinated Tribal Assistance Solicitation Program 2019-T0050-AL-TA



[Application](#)

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Budget and Program Attachments

An application must include at a minimum: Tribal Community & Justice Profile, Purpose Area Narrative for each Purpose Area under which you are applying, and one Budget Detail Worksheet and Narrative. Other attachments as necessary including: Tribal Authority to Apply Documentation/Tribal Resolution, Application Disclosure of Pending Applications, Disclosure of High Risk Status, Disclosure of Lobbying Activities, Financial Management and System of Internal Controls Questionnaire, Letters of Support, Resumes of Key Personnel, Job Description for Unfilled Positions, Memorandum of Understanding. It is your responsibility to ensure that your application is complete with all required and any additional attachments.

Please click [here](#) for all supporting documents pertaining to the Coordinated Tribal Assistance Solicitation.

Applications that are not exclusively for the OVW Purpose Area must attach a Financial Management and System of Internal Controls Questionnaire (FCQ).

You can download the current [Financial Management and System of Internal Controls Questionnaire \(FCQ\) form here](#).

Tribal Community & Justice Profile

Click on the Attach Button to upload Tribal Community & Justice Profile attachment

Attach

Purpose Area Narrative

Click on the Attach Button to upload Purpose Area Narrative attachment(s)

Attach

Budget Detail Worksheet and Narrative

Click on the Attach Button to upload Budget Detail Worksheet and Narrative attachment

Attach

Other Attachments

Other attachments as necessary, including: Tribal Authority to Apply Documentation/Tribal Resolution, Application Disclosure of Pending Applications, Disclosure of High Risk Status, Disclosure of Lobbying Activities, Financial Management and System of Internal Controls Questionnaire, Letters of Support, Resumes of Key Personnel, Job Description for Unfilled Positions, Memorandum of Understanding.

Click on the Attach Button to upload attachment(s)

Attach

Continue

**For technical assistance with submitting an application, contact the GMS Support Hotline:
Phone: 888-549-9901, option 3 or Email: GMSHelpDesk@usdoj.gov**



SF-424

GMS takes information from the applicant's profile to **populate the fields on the SF-424 form**. An applicant with a current, active award must ensure that its **GMS profile is current**. If the profile is not current, the applicant should submit a Grant Adjustment Notice (GAN) updating the information on its GMS profile **prior to applying**.

FY 2019 Coordinated Tribal Assistance Solicitation Program 2019-T0050-AL-TA

Application Switch to ...

Review SF-424 [Print a Copy](#)

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Instructions: You can use this page to review the completed SF-424 for each purpose area by selecting the purpose area from the drop-down list. If you wish to make any changes to the Type of Submission, Project Title, Project Description, Congressional Districts or Budget, you will need to return to the purpose area details page for that specific purpose area.

Purpose Area: 07-Tribal Victim Services Set-Aside Program (OVC)

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED	Applicant Identifier
1. TYPE OF SUBMISSION Application Construction	3. DATE RECEIVED BY STATE	State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION		
Legal Name OJP OCIO Testing	Organizational Unit Testing Inc.	
Address 123 Test Street Test, AL 12333-1233	Name and telephone number of the person to be contacted on matters involving this application Test, Test (123) 222-1233	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 12-4322222	7. TYPE OF APPLICANT State	
8. TYPE OF APPLICATION New	9. NAME OF FEDERAL AGENCY Office for Victims of Crime	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16,841 CFDA TITLE: Tribal Victim Services Set-Aside Program	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Testing via automation.	
12. AREAS AFFECTED BY PROJECT Testing via automation		
13. PROPOSED PROJECT Start Date: 10/01/2019 End Date: 09/30/2022	14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project	

AL03



Check the SF-424

FY 2019 Coordinated Tribal Assistance Solicitation Program 2019-10/01-01/19

Application Switch to...

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Purpose Area:

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED	Applicant Identifier
1. TYPE OF SUBMISSION	3. DATE RECEIVED BY STATE	State Application Identifier
Application Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

5. APPLICANT INFORMATION

Legal Name	Organizational Unit
OSP O210 Testing	Testing Inc.
Address	Name and telephone number of the person to be contacted on matters involving this application
123 Test Street Test, AL 12333-1233	Test, Test (123) 222-1233
6. EMPLOYER IDENTIFICATION NUMBER (EIN)	7. TYPE OF APPLICANT
12-4222222	State
8. TYPE OF APPLICATION	9. NAME OF FEDERAL AGENCY
New	Office for Victims of Crime
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.641 CFDA TITLE: Tribal Victim Services Set-Aside Program	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Testing via automation.
12. AREAS AFFECTED BY PROJECT Testing via automation.	
13. PROPOSED PROJECT Start Date: 10/01/2019 End Date: 09/30/2022	14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project AL03

- Type of Submission: **“Application Non-Construction”**
- Type of Application: **“New”**
- Descriptive Title of Applicant’s Project: Recommend using:
“OVC FY 2019 CJA Program.”
- Start/End dates: **10/1/2019 - 09/30/2022**
- Estimated Funding: **Must match the federal request in the Budget Detail Worksheet**
- Authorized Representative:
Must be someone with the *authority* to accept a federal award.



Section 5

TIPS AND RESOURCES



Education, Outreach, Training & Technical Assistance

- Visit DOJ's dedicated CTAS website for up-to-date information: www.justice.gov/tribal
- Webinars are scheduled during the open period of the solicitation
- Fact Sheets and Frequently Asked Questions are available

COORDINATED TRIBAL ASSISTANCE SOLICITATION



FACT SHEET

PURPOSE AREA 6

Children's Justice Act Partnerships for Indian Communities

CTAS PURPOSE AREAS

- 1 COPS Office's Public Safety and Community Policing (COPS Office, CFDA #16.710)
- 2 Comprehensive Tribal Justice Systems Strategic Planning (BJA, COPS Office, OJJDP, OVC, CFDA #16.608)
- 3 BJA's Tribal Justice Systems (BJA), CFDA #16.608
- 4 BJA's Tribal Justice System Infrastructure Program (BJA), CFDA #16.596
- 5 OVV's Violence Against Women Tribal Governments Program (OVV), CFDA #16.587
- 6 OVC's Children's Justice Act Partnerships for Indian Communities (OVC), CFDA #16.583
- 7 OVC's Tribal Victim Services Program (OVC), CFDA #16.541
- 8 OJJDP's Juvenile Tribal Healing to Wellness Courts (OJJDP), CFDA #16.731
- 9 OJJDP's Tribal Youth Program (OJJDP), CFDA #16.731
- 10 BJA's Addressing Violent Crime in Native Communities (BJA), CFDA #16.738

For additional info on the Children's Justice Act Partnerships for Indian Communities Program, contact:

Yolanda Curtis Gibson
 Victim Justice Program Specialist
 Office for Victims of Crime
 Office of Justice Programs
 U.S. Department of Justice
 yolanda.gibson@usdoj.gov
 (202) 532-0014

HISTORY

CHILDREN'S JUSTICE ACT PARTNERSHIPS FOR INDIAN COMMUNITIES

The mission of the Office for Victims of Crime (OVC) is to enhance the Nation's capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices in ways that will promote justice and healing for all victims. OVC is a component of the Office of Justice Programs, within the U.S. Department of Justice (DOJ).

Established in 1988 through an amendment to the Victims of Crime Act (VOCA) of 1984, OVC is charged by Congress with administering the Crime Victims Fund, a major source of funding for victim services throughout the Nation. The Fund consists primarily of fines, special assessments, and bond forfeitures from convicted federal offenders. Without relying on American tax dollars, the Fund serves as a unique, self-sufficient source of support for thousands of programs annually that represent millions of dollars invested in victim compensation and assistance in every U.S. state and territory, as well as training and demonstration projects designed to enhance the skills of those who provide services to victims. The Fund provides state victim compensation and assistance formula grants; support for victim-witness coordinators in U.S. Attorneys' Offices, FBI victim specialists, and the Federal Victim Notification System; formula grants to states through the U.S. Department of Health and Human Services, as mandated by the Children's Justice Act; and discretionary grants, including the Children's Justice Act Partnerships for Indian Communities Program.

OVERVIEW

COORDINATED TRIBAL ASSISTANCE SOLICITATION

The Department of Justice (DOJ) launched its Coordinated Tribal Assistance Solicitation (CTAS) in Fiscal Year 2010 in direct response to concerns raised by Tribal leaders about the Department's grant process that did not provide the flexibility Tribes needed to address their criminal justice and public safety needs.

Through CTAS, federally recognized Tribes and Tribal consortia were able, for the first time ever, to submit a single application for most of DOJ's Tribal grant programs. DOJ designed this comprehensive approach to save time and resources and allow Tribes and DOJ to gain a better understanding of the Tribes' overall public safety needs. CTAS is not a program but is the overarching structure, under which ten separate grant program applications are collected. CTAS is currently operated through collaborative efforts across many department components, bureaus, and offices, including:

- Bureau of Justice Assistance (BJA)
- Executive Office for United States Attorneys (EOUSA)
- Office of Community Oriented Policing Services (COPS)
- Office of Justice Programs (OJP)
- Office of Juvenile Justice and Delinquency Prevention (OJJDP)
- Office of Tribal Justice (OTJ)
- Office for Victims of Crime (OVC)
- Office on Violence Against Women (OVW)



CTAS Online Guide

This guide contains strategies to:

- Read and comprehend a complex grant solicitation;
- Coordinate a robust grant-writing team;
- Identify and articulate the needs of your community through data driven processes;
- Generate and capture ideas and solutions from your community; and
- Organize key community players to execute the proposed program.

The screenshot shows the Department of Justice website. The header includes the Department of Justice logo and the motto "THE COMMON LAW IS THE WILL OF Mankind ISSUING FROM THE Life OF THE PEOPLE". The navigation menu includes HOME, ABOUT, AGENCIES, BUSINESS, RESOURCES, NEWS, and CAREERS. The breadcrumb trail is Home > Agencies > Tribal Justice and Safety > Grants. The main content area features a "GRANTS" section with a sub-section for "Online Guide: Preparing for the Coordinated Tribal Assistance Solicitation". The guide's title is "Online Guide: Preparing for the Coordinated Tribal Assistance Solicitation". The text states: "This online guide was created by the Education Development Center in coordination with the Department of Justice to assist Tribes as they prepare for, write, and submit their applications for complex grants such as the Coordinated Tribal Assistant Solicitation (CTAS)."

This guide contains strategies to:

- Read and comprehend a complex grant solicitation
- Coordinate a robust grant-writing team
- Identify and articulate the needs of your community through data driven processes
- Generate and capture ideas and solutions from your community
- Organize key community players to execute the proposed program

[Explore the tool](#)

To access the Online Guide, visit: www.justice.gov/tribal/grants



FY 2019 CTAS Webinar Schedule

Topic	Date and Time
CTAS Overview	<p>These webinars have concluded, however, recordings will be available online at https://www.youtube.com/user/OJPOCOM</p>
Budget Development Overview	
Guide to the Online Tool for Grant Writing	
Purpose Area 2, 3, 4 and 10	
Purpose Area 1	
Purpose Area 5	
Purpose Area 7	
Purpose Area 6	Thursday, January 17, 2019 @ 2 pm ET
Purpose Area 8 & 9	Tuesday, January 22, 2019 @ 2pm ET
Budget Detail Worksheet Completion	Thursday, January 31, 2019 @ 2pm ET
Application Checklist and Q&A	Tuesday, February 12, 2019 @ 2pm ET



Upload all Relevant Documents into GMS



- Tribal Justice Program Narrative
- Purpose Area 6 Program Narrative
- Budget Detail Worksheet and Budget Narrative
- Abstract
- Current Tribal Authority to Apply for Grants
- Financial Management and System of Internal Controls
- Applicant Disclosure of Pending Applications and Active Awards
- Applicant Disclosure of High-Risk Status
- Disclosure of Lobbying Activities
- Indirect Cost Rate Agreement (if applicable)
- Other attachments
 - OVC Approved Strategic Plan or Logic Model
 - Resumes of Key Personnel





Important Websites

- ❑ Office for Victims of Crime: www.ovc.gov
- ❑ DOJ Grants Financial Guide ojp.gov/financialguide/DOJ/index.htm
- ❑ Grants Management System: grants.ojp.usdoj.gov/
- ❑ To download key CTAS documents: grants.ojp.usdoj.gov/CTAS/
- ❑ DOJ Tribal Justice: www.justice.gov/tribal/open-solicitations
- ❑ OJP Grants Resource Guide: ojp.gov/funding/



Important Contact Information

Technical Assistance for Submitting an Application:

GMS Support Hotline: 888-549-9901, option 3 | GMSHelpDesk@usdoj.gov

Programmatic and General Assistance with the Solicitation Requirements:

DOJ Response Center: 800-421-6770 | TribalGrants@usdoj.gov



DOJ Response Center

Email: tribalgrants@usdoj.gov

Phone: 1-800-421-6770