

[Transcript from the Office for Victims of Crime (OVC) Fiscal Year 2018 Tribal Victim Services Set-Aside Program webinar, which was held on June 28, 2018. The archived webinar can be found at: https://www.ovc.gov/grants/webinars_archive.html. The Solicitation can be found at <https://www.ovc.gov/grants/pdfxt/FY18-Tribal-Victim-Services-Set-Aside-Program-508.pdf>.]

MARY JO GIOVACCHINI: Good afternoon, everybody. And welcome to today's webinar, OVC Fiscal Year 2018 Tribal Victim Services Set-Aside Program, Phase 1 Pre-Application Webinar. At this time, I would like to introduce you to today's presenters, Kimberly Woodard, Senior Tribal Affairs Specialist and Sean Smith, Grants Policy Analyst.

KIMBERLY WOODARD: Hi. Thanks, Mary Jo. I'd like to acknowledge that I'm joined today by several of my OVC colleagues, as well as OVC's Deputy Director, who oversees the tribal programming, Allison Turkel. In the interest of time, I won't introduce everyone but you may hear from them during the Q&A portion of today's webinar.

We're going to start by very briefly highlighting OVC's mission in tribal funding. Then we'll take a look at the basics of the Tribal Set-Aside Program including the authorization for the program, applicant eligibility, the application deadline, the period of performance, and allowable and unallowable costs. Next, we will go over the required content for the application and--in Phase 1 of the two-phase application process. I will then turn things over to Sean Smith, my colleague from OJP's Office of Audit Assessment and Management to demonstrate how to submit an application using OJP's online grants management system known as GMS. And finally, we will reserve time at the end for questions and answers.

Part of OVC's mission includes administering discretionary grant award programs with funding that comes from the federal Crime Victims Fund. The fund is financed by fines and penalties paid by convicted federal offenders, not from tax dollars. OVC has administered tribal-specific discretionary grant programs since 1988. For the past several years, OVC has administered two current tribal-specific discretionary grant award programs as part of U.S. DOJ's Coordinated Tribal Assistance Solicitation or CTAS.

This year, as part of the 2018 appropriations bill passed into law on March 23, 2018, Congress released \$4.4 billion in CVF obligations to OVC, and also directed OVC to set aside three percent of those funds to make grant awards consistent with the federal Victims of Crime Act to Indian tribes to improve services for victims of crime. OVC was unable to distribute this funding as part of the FY18 CTAS because the appropriations bill was not enacted until March of this year. A portion of the Set-Aside funds will be used to support awards made under CTAS; BJA's victim services program including its new victim services academy; OVC's FY18 law enforcement-based direct victim services and technical assistance programs; training and technical assistance projects to support and guide successful applicants under this solicitation; and potentially, successful tribal applicants under other OVC FY18 program solicitations.

The cover page of the solicitation provides very detailed definitions for each of the eligible applicant types. For purposes of clarification, a tribal consortium consists of two or more federally recognized tribes. An organization that is acting as a tribal designee of a federally recognized tribe or consortium of federally recognized tribes must submit an authorizing resolution from each tribe it proposes to serve, authorizing the organization or agency to apply for funds on behalf of the tribe and develop and implement a project to serve the members of the tribe or tribes. It is very important to keep in mind that OVC will only accept one application from each eligible applicant. It is also important to keep in mind that each eligible applicant can propose multiple projects in their individual applications. For example, an applicant may propose to hire a victim advocate for its police department, a forensic interviewer for a child advocacy center, and to pay for the cost of sexual assault forensic exams in a single application for funding.

OVC will not be accepting applications through [grants.gov](https://www.grants.gov) for this solicitation. All applications must be submitted online in OJP's GMS by the application deadline. All applicants must register in GMS prior to submitting an application, even applicants who may have previously registered in the system. It is strongly recommended that applicants register, log in to GMS, and submit their application well in advance of the application deadline to ensure all application steps are completed and all materials are submitted before the deadline. Also, for those of you who are current OVC grantees, it is important to note that awards made under this program will be grant awards and not cooperative agreements. This distinction has some important implications for the level of involvement that OVC will have in the day-to-day management of the awards that will be made to successful applicants. We will discuss these differences in greater detail during Phase 2 of the application process. All applicants for federal funding must have an active current registration in the federal System for Award Management or SAM at [sam.gov](https://www.sam.gov). [Sam.gov](https://www.sam.gov) recently initiated a change in its registration process for both new registrants and those who have an existing registration. Applicants who need to create a SAM registration or renew an existing registration must submit a notarized letter appointing an authorized Entity Administrator within 30 days of the activation of their registration. Applicants can find detailed instructions and an FAQ about this process on the [sam.gov](https://www.sam.gov) home page.

Page 7 of the solicitation offers detailed information regarding the award amounts for the solicitation. There are a couple of things all applications should keep in mind regarding the award amount. Number one, applicant may request funding in excess of \$720,000 and OVC will consider such requests so long as the applicant's request is adequately justified, meaning that the request is reasonable based on the applicant's identified needs. And two, the amount of funding each applicant requests during Phase 1 is considered to be a maximum not to exceed amount. The final award amount will be determined during Phase 2 of the application review. However, successful Phase 1 applicants are not guaranteed funding. During the second phase of the process, if OVC finds that the applicant is unable to present adequate support to justify the amount of funding it requested in Phase 1, then OVC will reduce the amount of the award that the applicant might ultimately receive. And if an applicant is unable to demonstrate the appropriate financial capability and internal controls to manage a grant of this nature, funding might not be awarded.

The Period of Performance or award periods for grants made under this solicitation will be 3 years. Unlike most other OVC grants, the award period will not be uniform for all applicants. For example, under CTAS, all successful applicants under OVC's FY18 CTAS programs will receive an award with a period that starts on October 1, 2018 and ends on September 30, 2021. In this solicitation instead, the award period will be determined during Phase 2 of the application process. Successful Phase 1 applicants will have approximately 3 months to satisfy the Phase 2 application requirements from October 1, 2018 until January 4, 2019. At the start date, some award recipients may still be subject to withholding of funds.

Page 6 of the solicitation provides a general outline of the scope of allowable activities under the Tribal Victim Services Set-Aside Program. The funding is intended to be used for a wide range of programs, activities, equipment, and supplies that can help tribes develop, enhance, sustain, or procure victim services. The potential scope of this program is purposefully broad to enable tribal communities to develop services for victims of a variety of crimes including children, adolescents, adults, and elders. A more comprehensive detailed list of allowable cost in activities is available on Appendix A of the solicitation. It is far too long to review during the time we have for this webinar. However, we encourage you to ask any questions that you may have about allowable costs and activities when we get to today's Q&A portion of the webinar. Also, we will soon be posting a list of FAQs through this program on the OVC website that will be updated as needed. If you cannot find the answer to your question in Appendix A or the FAQs, then we encourage you to call or email the National Criminal Justice Reference Services Response Center. They will coordinate with OVC staff to answer your questions. Their contact information is on page 2 of the solicitation, and it can also be found in the final slide of this presentation.

Page 6 of the solicitation lists four potential categories under which program activities might fall. This list is not comprehensive, but is offered to help applicants think about how to organize their proposed program activities.

As we will discuss in a few minutes, there are brief narrative examples of the types of projects OVC might fund offered in the description of the Program Narrative on page 10 of the solicitation. For example, "we propose to hire one full-time victim advocate that will work in the Tribal Social Services Department and provide crisis intervention resources and referrals to victims. We also plan to contract services for up to 20 forensic interviews per year, and up to 10 medical forensic exams a year. We plan to purchase a computer and a desk for the victim advocate, and outreach materials to help inform tribal members of the newly available services."

Another example, "we propose a contract with a local aviation company to provide air transportation for victims who need a forensic interviews, medical forensic exams, and mental health counseling appointments. We plan to utilize the aviation company for up to 20 round trip flights per year for each year of the award."

And a third example, “we propose to use funding for travel to, and registration fees for, three conferences per year, for up to four participants to increase our tribal staff's ability to reach out to and support additional populations of victims, individuals with disabilities, two-spirit individuals, males, and children. Additionally, we propose to lease a vehicle for the purpose of transporting victims to and from case-related appointments and court, and for the victim advocate to visit victims living in remote areas.”

VOCA funding is intended to directly benefit victims of crime through offering them services. There are some specific activities that are disallowed by VOCA including costs associated with crime prevention activities, investigating or prosecuting crime, and any services for criminal offenders. Appendix A also includes more specific and comprehensive information about other specific activities and costs that are unallowable under this program.

Pages 9–12 summarize the documentation that applicants must submit in Phases 1 and 2 of the application process. We are only going to review the Phase 1 requirements today. We will organize a webinar at a later date to brief successful Phase 1 applicants on the Phase 2 requirements. All eligible applicants must submit the documents identified in the first five bullets on this slide in GMS during Phase 1. Tribal designee applicants only, however, must submit a tribal resolution during Phase 1. All other applicants will not be required to submit a tribal resolution until Phase 2. Phase 1 applicants who do not submit each of the required documents for this phase by the application deadline will be removed from further funding consideration.

Program--okay, so we're going to talk about Program Narrative now. Pages 9–11 of the solicitation outline the five required sections of the Program Narrative. Your Program Narrative will be evaluated based on how responsive it is to the five sections in the solicitation. Ideally, your responses to the information requested in each of the five sections should be logically related. Please note that applicants are expected to identify whether any of the proposed activities in their Program Narrative duplicate activities proposed in any pending applications for funding under the FY18 CTAS purpose areas 5, 6, and/or 7. Applicants must also be specific about how their proposed activities are separate and distinct from activities that were funded under any current CTAS awards or any pending CTAS applications, or with funding received from another federal agency.

Page 10 of the solicitation outlines the information that is required for the preliminary budget. In Phase 1 applicants are not required to submit a detailed itemized budget. Instead, applicants are required to provide a summary of proposed costs by OJP-approved budget category. Successful Phase 1 applicants will be required to submit an itemized detailed budget and supporting documentation in Phase 2 of the application process.

Applicants will complete the Standard Form 424 online in GMS. Pages 11–12 of the solicitation offer guidance on how to complete the form. A few quick tips on completing the form. Make sure that the amount of federal funding requested on the SF-424 matches the total amount of funding requested in your preliminary budget. Make sure that the individual

identified as the authorized representative on the form is someone who has the authority to accept a federal award and all of its obligations on behalf of your tribal organizations. First-time applicants should attach official legal documents through their applications such as articles of incorporation, 501(c)(3) status documentations, something on organizational letterhead, to confirm the legal name addressed, and Employee Identification Number entered into the SF-424. As a reminder for current OJP grantees, if your tribal organization has had a change of its legal name or mailing address since you last received an award, please submit a Grant Adjustment Notice to update that information ASAP, so that OJP is aware of these changes. And finally, all applicants must be sure to enter a DUNS Number on the SF-424.

Pages 12–13 of the solicitation offer instructions on how to download the Financial Management and Systems of Controls Questionnaire from OJP's website, and how to complete it. The questionnaire helps OJP evaluate the adequacy of the applicant's financial systems. It should only be completed by financial staff most familiar with the applicant's systems, policies, and procedures, such as the applicant's chief financial officer or an equivalent, in order to ensure that the correct responses are recorded and submitted to OJP. Successful Phase 2 applicants may receive training and technical assistance from OJP on financial management issues.

Pages 13–14 of the solicitation define what we mean by Tribal Authorizing Resolution in very specific detail. We will accept a resolution letter, affidavit, or other documentation, preferably on tribal letterhead as appropriate, that demonstrates as a legal matter that the applicant has the requisite authorization from the tribe or tribes to implement the proposed project on tribal land. Tribal consortia applicants must be--must submit a resolution or its legal equivalent from each tribe that would receive services or assistance as part of the proposed project. If an existing tribal consortium has bylaws that do not require it to receive individual resolutions from all members before applying for or accepting a federal funding, then the consortium can satisfy the requirement for a resolution by submitting a copy of its bylaws.

Page 14 of the solicitation describes the Phase 1 application and review and approval process. All eligible applicants who submit all required elements of the application and proposed activities that are within the scope of the program, with costs that are reasonable, and demonstrate the financial capability to manage a grant, should receive an award offer notice from OJP. Applicants who are unsuccessful in Phase 1 will receive notice of OJP's decision by September 30, 2018.

Page 14 of the solicitation provides a detailed explanation of the Phase 1 review process. Applications from ineligible applicants or that do not include all of the required application components will be removed from further funding consideration. Applications that satisfy the basic minimal requirements will be evaluated to ensure that they contain allowable activities and reasonable costs. Successful Phase 1 applicants will be notified by September 30th and will have until January 4th to satisfy all of the Phase 2 requirements outlined on pages 15–21 of the solicitation. Applicants will not be allowed to obligate, expend, or draw down award funds until OJP completes its review and approval of the

applicant's Phase 2 documentation and determines that the applicant has the financial capability to manage the grant. OJP anticipates that all Phase 2 application notices will be completed by April 15, 2019.

Just a couple of quick reminders. An applicant who is successful in Phase 1 might ultimately be denied an award as described on page 7 of the solicitation. An award offer will expire if an applicant fails to complete the award acceptance process by the deadlines set by OVC. OVC may terminate the grants if an applicant fails to submit information sufficient to support the release of funding withheld by special conditions during Phase 2. And as we previously discussed, the award amount requested by the applicant and approved by OJP in Phase 1 of the application process is not the final award amount. As detailed on page 7, successful Phase 1 applicants who are unable to provide adequate documentation or justification for the requested costs may experience a reduction in their final award amount.

I'm now going to turn things over to my colleague Sean Smith who will demonstrate for us how to use GMS.

SEAN SMITH: Hi, good afternoon, everybody. As you can see this is GMS external where you would log in to the Grants Management System to apply. So I'm going to run through quickly. If you're a first time user, you would click "First Time User and then you're registering as an "Applicant for A Grant." You select that and the "Submit" button. It will then prompt you to submit all this information. This is where you're going to enter your DUNS Number, your legal name, address, zip code, your applicant, applicant type, and username for further entry into the Grants Management System, along with phone number, email address, and other profile information. Everything with the red asterisk is a required field. And see at the bottom, when you're done filling it out, you would then click "Create Account." It's going to create your account for you. So it then--asks--prompts you to log in again.

Back. Then forward.

When you log in to GMS, you will see--it'll bring you to the application screen. If you already have applications pending, you will see them listed here. If not, you would then go to the "Funding Opportunities" link, either in the main screen or the left-hand frame. When you click the "Funding Opportunities" link, it takes you to our Search screen. This is where you can search for the specific solicitation you are looking for or any of the other solicitations that Office of Justice Programs has available. So we're going to search. As you see, it brings up the current 10 solicitations that the Office of Justice Programs currently has available. As you see here, the Office for Victims of Crime Tribal Victim Services Set-Aside Program. Here's your registration deadline, your application deadline.

You're going to then click "Apply Online." This will create an application, as you see at the top-middle, here's your application number that's going to prompt you to walk through all the--each module in GMS external. So, you're going to fill out--we are an application for non-construction. It's going to be a new application. State Executive Order 12372, I'm

going to say not it, N/A, then Save. and Continue. You might be prompted to take a survey for Ensuring Equal Opportunity. Let me close that. Again, it's going to bring the applicant information that you provided when you either--when you created your account. You're going to review the information and update as needed. And Save and Continue. Oh. Let's see.

Here's where you're going to fill out your Project Application Information, a description of your project, areas affected by your project, the proposed project timeframe, the congressional districts, and then estimated funding.

ALLISON TURKEL: What's a congressional district?

SEAN SMITH: What's--congressional district? Congressional district is based off of your profile information. So it's the--based off the state that your profile has. So you--as mine is Washington, DC, there's only one congressional district in DC. So you--if you were in California, it's going to have a list of all the California congressional districts. Select the--select the congressional district or districts that your project is going to affect. So, we're going to skip through.

I don't--here is--the Budget and Program Attachments screen is where you're going to attach your Project Narrative, your budget, and all the other required documents per the solicitation. One of the required documents is the Financial Capabilities Questionnaire. You can get that form here and you will attach the Financial Capabilities Questionnaire here. All other attachments are attached underneath here. You have to have a Financial Capabilities Questionnaire as part of your application or GMS will not let you submit an application.

Once you've attached all (of) your documentation, you will move on to Assurances and Certifications. This is the Assurance--Office of Justice Programs' Assurances and Certifications. This is the information of the signing official who will legally bind your organization to the grant. This is the--the right one. Sorry--a little bit of technical issues. You should now see the page for Assurances and Certifications.

The bottom is the--going to be your signing official, the person who's going to legally bind your organization and is signing. You have to click on each of these links which will bring up a text box. Which you have to then scroll, read, and accept. Certifications for Lobbying and Debarment, Drug-Free Workplace, again, you have to read and accept. You're going to have--also have to note that you are the signing authority and all the information provided is correct.

As Kimberly said, you're going to fill out the 424. You can fill out the 42--you don't explicitly fill out a 424. You fill out the information in GMS and GMS builds the 424 for you. This is your chance to review your 424. If everything is correct, you would continue on. If not, you would go back to the appropriate module and update. And then to submit your application, GMS will do a review of the information that you provided. If for some reason you have an Incomplete, you can either go back via the side link or click the link that is incomplete and

then provide it. Once all these statuses are complete, you'll be provided with a button that says "Submit Application." When you submit--once you hit the "Submit Application," it will then transfer the information to OJP beginning of the review. You can update your application up until the time that the solicitation closes. At that time, the solicitation closes and whatever application you have in the system is the--your application. And I will pass back to Mary Jo.

MARY JO GIOVACCHINI: Okay, everybody. We are going to start the Question and Answer portion of the webinar. We do have quite a few questions here, so thank you very much for that. We did have a couple questions that came through the chat feature so I'm going to address those for--first. If you have anything, please submit them to Q&A, to all panelists.

The first question is, "if we have a current registration in GMS, do we need to reregister?"

SEAN SMITH: No, you don't need to reregister. If you current--if you have a--an active external GMS account, all you will need to do is go to the Funding Opportunities page and find the Tribal Set-Aside solicitation and create an application for it.

MARY JO GIOVACCHINI: "If we have consortium consisting of eight Pueblos and is that justification to request more than \$720,000?"

ALLISON TURKEL: Hi, this is Allison Turkel. Yes, you can request more than \$720,000. However, there's not a set amount, it has to be reasonably related to what you're asking for. And so, in the Program Narrative, it asks you to put in demographics, it asks you to put in population, the type of crime problem you're addressing, and what solution you're seeking for this funding to address.

MARY JO GIOVACCHINI: "Can a tribal designee be a private company designated by the tribe to apply and administer the grant?"

ALLISON TURKEL: A tribal designee can really be whomever the tribe designates with the appropriate resolution contained and uploaded into the Phase 1 application. Another way, by the way, that folks can also do this, is if the tribe wants to be the grantee, they also have the opportunity to subcontract or subaward if they want to sort of handle that, divide it up for example, down--once they are awarded money. And they just need to talk about that in their application.

MARY JO GIOVACCHINI: "As a tribal consortium organization, do we need to submit tribal resolutions specific to this solicitation and project, or would a general resolution designating our organization be acceptable?" One second, please.

KIMBERLY WOODARD: So, again, just as a reminder for Phase 1, we only need a--an authorizing resolution from tribal designees. Tribal consortia and individual tribes who are interested in applying, would need to be prepared to submit a resolution in Phase 2 of the application process. As far as a consortium goes, if you--as I've mentioned a little while

ago, if the bylaws of your organization allow you to apply for funding on behalf of your member tribes without obtaining individual resolutions, we will take a copy of those bylaws to satisfy that requirement. I hope that answers your question.

MARY JO GIOVACCHINI: "Is it allowable to bring in an expert to provide trauma-informed therapy training for the tribe's behavioral health therapist to enhance the provisions of therapy services to victims?" One second.

KIMBERLY WOODARD: Yes. So, that is an allowable expense and I believe that is referenced in the chart that's in Appendix A.

MARY JO GIOVACCHINI: "Is the purchase and installation of video conferencing equipment to use during tribal court hearings an allowable expense?"

KIMBERLY WOODARD: That probably goes a little too far afield. Again, the purpose of this funding is to support services for victims. So, unless there's some really compelling nexus to supporting services for victims, the answer would be no.

MARY JO GIOVACCHINI: "Are victim services designed to address victimization caused from historical trauma an allowable activity?"

KIMBERLY WOODARD: Okay. So, that--I'm not quite sure what activity you have in mind for that. Again, we can support services for anyone who is a victim of crime. If that individual is in need of mental health services, that's fine. We also allow applicants to this program to propose these--the use of funding for victims--to support victims' participation in traditional healing ceremonies or other cultural activities. So, I--again, I hope that answers your question.

MARY JO GIOVACCHINI: "Under the Equipment Allowable items, may a trailer or mobile home be purchased to serve as available transitional housing units for victims as a short-term housing option until long-term safe and affordable housing option is located?"

ALLISON TURKEL: All right. So, this is actually addressed also, again, Appendix A in the Allowable and Unallowable. Generally, this is how this works, construction, so ground up construction itself is not permissible. However, because trailers are generally temporary and they can be used for having--transitional housing is allowable and you can also use it, for example, if you were providing services in such a trailer, then that would be allowable. The sticking point around that becomes is when it becomes a permanent structure. So, that's--you want to avoid anything that has--that becomes then construction.

MARY JO GIOVACCHINI: "Are picnic table purchases and--picnic table purchases are not allowable for use in domestic shelters?" So are they or aren't they?

KIMBERLY WOODARD: The answer to that is no, anything that's considered a recreational item or playground equipment, anything like that is...

BETHANY CASE: It's in the chart.

KIMBERLY WOODARD: Okay. It's not allowable. Again, that's also something that's referenced in our chart that's in Appendix A.

MARY JO GIOVACCHINI: Similar question to what we had earlier, "if we have a current GM--registration in GMS, do we need to reregister?"

SEAN SMITH: No, if you have a current--a current--have a current account in GMS, you can use your current account to apply to the Tribal Set-Aside solicitation.

MARY JO GIOVACCHINI: In addition, though, you may need to update your SAM registration, even if you do have a current account within GMS.

"Is security equipment items an allowable expense for use and installation within a victim's home?" One minute, please.

ALLISON TURKEL: So, this is sort of one of the difficult things. This is a little bit downstream on what's allowable. And becomes much more of a question that when someone becomes a grantee they would have to have policy and procedures in place to how they would provide such services to the victims that they serve. So, it's not that really, sort of, a direct thing that we answer in terms of you're not going to have an application to a grant, that would be for that. It would be really much more of how the grant is managed and what policies and procedure are used to provide things. Such as if somebody is at the victim's door, for example, if their lock was kicked off with the assailant coming in the house, a victim services program that applied appropriately to provide services to victims could, with the proper documentation, for example, put a--provide a new lock to be put on the person's house. But that's sort of the only way we can answer that question.

MARY JO GIOVACCHINI: So, the next question comes from an individual that says they have three questions. I'm only seeing one at the moment, so hopefully we'll be able to link them together. The first relates to suicide and it's a two-part question. "A person who takes their life, if he or she is a victim of crime such as sex abuse, domestic violence, can the costs related to the burial be used under the grant?"

KIMBERLY WOODARD: Okay. So the answer to your question is, it's kind of hard to say. It would depend on the specific circumstances of the suicide. And that's something that--if you were a successful applicant and become a grantee of the program, that's something you'd want to talk over with OVC, because you would have to demonstrate a direct link between the crime victimization and the suicide. But on a somewhat related matter, if you do have someone who's a victim of a homicide, we can assist with repatriation of remains for burial, and some burial expenses. Again, see the chart in Appendix A for more details about homicide victims.

MARY JO GIOVACCHINI: Are the purchase of toys for placement within a domestic violence shelter's children's playroom area allowable?"

KIMBERLY WOODARD: Yes.

MARY JO GIOVACCHINI: The other question related to suicide, "If the suicide is considered a crime by tribal code, will survivors be allowed access to funds?"

KIMBERLY WOODARD: Okay. So that's one that we would probably have to consult with our Office of General Counsel on. In most jurisdictions, suicide is not considered a crime anymore. There may be a handful of states, for example, that still have it on the books, but in--it's not usually a crime for most jurisdictions. So, again, that--that's a very specific scenario that we'd have to consult with legal counsel on.

MARY JO GIOVACCHINI: All right. Next question. "How locked in is our Phase 1 preliminary budget? Will we be able to make some adjustments when we submit our detailed budget if we are selected for Phase 2?"

KIMBERLY WOODARD: Okay. So as I mentioned, what you request in Phase 1 is considered your maximum not to exceed amount. So, you wouldn't, for example, be able to request \$700,000 in Phase 1 and if you're selected to advance to Phase 2, come back and say, "Well, what we really need is \$750,000." The maximum not to exceed amount in that instance would be \$700,000.

ALLISON TURKEL: However, in an--in another scenario we could imagine is, so let's say for example, you requested in Phase 1 that you wanted to pay for 10 flights for victims to go for a mental health treatment. And you, had preliminarily contacted a company and they gave you an estimate, and your estimate say you put into your Phase 1 budget worth \$10,000. But then when you go back, and you got your actual, you found out it was \$8,000 on the actual contract that you made, you obviously can adjust that in your budget worksheet. But you are--the number cannot go up from the amount that was obligated to you in Phase 1, offered in Phase 1.

MARY JO GIOVACCHINI: "Tlingit and Haida, are a regional tribe. Can it apply for more than \$720,000 and use it--use its compact agreement as approval, or is a resolution needed?"

KIMBERLY WOODARD: So the Central Council of Tlingit and Haida, I believe that's listed on the list of federally recognized tribes as a single entity. So I don't know that we would need that level of documentation from you all. But if that's a question that you want a more detailed response on, you can certainly submit that to NCJRS response center. And we can consult with our General Counsel and offer more specific guidance for you.

MARY JO GIOVACCHINI: And right now, I'm actually going to move to another slide that has the information for both the GMS support hotline as well as the National Criminal Justice Reference Service, so you can go ahead and jot this information down. As a reminder though, these slides will be posted to the OVC website, and this information is also available in the solicitation.

“I see page limits, but are there any other formatting requirements, such as spacing or margins?”

No, that--there are not.

KIMBERLY WOODARD: I would say, however, to be mindful of how you format your documents. If you use font that is too small to read, if you use single spacing, and if you play with the margins, and it makes the proposal difficult to read, that could impact the way that it is evaluated.

MARY JO GIOVACCHINI: “Clarification regarding the procurement of contracts, allowable column states cost for construction, purchasing, or reconstruction--I'm sorry, unallowable column states cost for construction, purchasing, or constructing is unallowed. Allowable column states renovation costs are allowed. So would it be allowable to renovate a tribally owned building?”

KIMBERLY WOODARD: Yes, you can use your funds for renovation. What would happen under that scenario, if you were a successful applicant and become a grantee, we would want an itemized list of all the costs--renov--specific renovations you would want to make, then we would need to consult with our OGC for NEPA (the National Environmental Policy Act) and NHPA (National Historic Preservation Act) compliance.

MARY JO GIOVACCHINI: “Is it allowable to replace old glass in a tribal court door with bulletproof glass to enhance victim safety?”

KIMBERLY WOODARD: That is probably too far afield from what the purpose of this program is for. While certainly, victims go to courthouses, lots of other people go as well. So, it would be difficult to show that the bulletproof glass was specifically for victims of crime.

MARY JO GIOVACCHINI: The next question is similar. “Is it allowable to purchase safety door equipment for the tribe's prosecutor's office to protect victim safety?”

KIMBERLY WOODARD: Again, the answer is the same. The answer is no.

MARY JO GIOVACCHINI: I recently updated the SAM system to reflect a legal name listed in the federal register. The commonly used name here was...

KIMBERLY WOODARD: Stillaguamish

MARY JO GIOVACCHINI: Tribe of Indians, which I used to apply under CTAS. I need to create a GAN (Grant Adjustment Notice), to update on GMS, is that correct?”

KIMBERLY WOODARD: No. When--okay. So when I referred to creating a GAN earlier, that has to do with tribes or potential recipients who are actually current OJP grantees. So, if you have a current OJP award from any of the offices in OJP, we have you listed in the

system under a specific name. We have you with a specific mailing address. If your name has changed since the last time you received an award from OJP, if your mailing address has changed since you last received an award, that's when you update--you submit a GAN to approve those changes in GMS. That enables us to update our system, and it makes the application review process much smoother.

Yes, and--yes, Allison's reminded me to remind everyone to go to sam.gov and follow through on the new process that they've put in place.

MARY JO GIOVACCHINI: "Is establishing a contract for a tribal program to access legal guidance and representation in threats made to the program related to tribal program's adherence of federal confidentiality laws allowable?"

KIMBERLY WOODARD: Okay. So it sounds like the question is--the person's asking, "can we pay to defend ourselves against someone trying to compromise our confidentiality of the program?" The answer is no. I hope I interpreted your question correctly. If not, please resubmit it, or, again, you know, submit it through NCJRS and we will try to work with you and get you a response.

MARY JO GIOVACCHINI: "Can you please clarify the award amount? Is it a total of \$720,000 or more for 3 years, or \$720,000 per year for 3 years, which would be \$2,160,000?"

KIMBERLY WOODARD: Okay. So starting with the \$720,000 amount, that is for a total--that's the total amount for 3 years. That is not per year. Any amount that's requested is cumulative for 3 years. It is not an annual award amount.

MARY JO GIOVACCHINI: "Is the tribal designee the same as a tribally designated organization?"

KIMBERLY WOODARD: Kind of. So, when we say designee, I think as Allison mentioned earlier, it could be just about any type of legal entity. If it's part of a tribe, you know--you know, maybe it's the tribe's police department that wants to apply as a designee, you just have to have a separate EIN number from the actual tribe to be a designee.

Hold on one sec. Okay.

The other thing to keep in mind is that, again, you know, as I mentioned earlier, we're only accepting one application per eligible applicant. So, if the tribe itself is planning on submitting an application, then we couldn't have an application from another organization or entity saying that it's the tribe's designee as well.

MARY JO GIOVACCHINI: Oh, "what would the date on the SF-424 use as a start date?"

KIMBERLY WOODWARD: Yeah. I mean you could--quite frankly, you could put any date on that that you want. The actual award date that you would have is something that would be determined later.

SEAN SMITH: It's--the date--the start and end date submitted in the 424 are the start and end date of your project/program. So, it's the beginning and end date of the project that you're requesting funding for.

KIMBERLY WOODWARD: Yeah, but again, as we mentioned, the start date is going to vary depending on whether or not you make it past Phase 1 and how quickly you submit your Phase 2 documentation and that is evaluated and approved by OJP.

MARY JO GIOVACCHINI: "Can we expand upon what we applied for in CTAS application as long as we are not supplanting or duplicating the same request? For example, if we applied for three quarters of an FTE and the CTAS, can we apply for an additional quarter?"

KIMBERLY WOODWARD: Technically, yes. But what we are going to be looking at is what is distinctively different about the .25 percent that that employee would be spending their time on. Because, again, we are not--you can't duplicate requests, so it's the same person, they're going to be spending 75 percent of their time for example working with children, and then you come in under the set-aside program and say--and the same individual would spend .25 percent of their time, or .25--their 25% of their time would be spent working with children. So, it needs to be distinctively different.

Okay. So there's also more information about it on page 5, number 10.

MARY JO GIOVACCHINI: "For a vehicle, please give an example of a purchase versus a lease analysis."

KIMBERLY WOODWARD: Okay. So what you want to do for that, is you want to go to a vendor, basically a local dealership, and you say this is a vehicle that I'd like to acquire, give me two quotes; one quote to purchase it outright, the second quote for the cost of leasing it for 36 months. You would then, based on the response you get, decide which is the most cost-effective means of acquiring the vehicle, and that is how you would include it in your itemized budget in Phase 2. And you would attach those quotes to your budget in Phase 2.

MARY JO GIOVACCHINI: "Is the financial capabilities questionnaire the same as the CTAS application? Would we need to update it if we completed one in March?"

SEAN SMITH: No. But you would need to attach the file to your application. The GMS application requires a FCQ file to be attached. Otherwise, you will not be able to submit. You can use the file that you've submitted in March.

MARY JO GIOVACCHINI: "To request to have an attorney on retainer that would assist victims, would we--would that need to be a subcontract?"

KIMBERLY WOODWARD: It depends on how the individual is going to operate. And that gets into a whole conversation about a subrecipient versus a subcontractor, which is something that would be addressed in Phase 2. If you are interested in that right now, however, you can take a look at the solicitation which gets into it a little bit. There's a lot more guidance, in the financial guide--and there's a link to the financial guide on one of our resource slides that we'll show in a second.

MARY JO GIOVACCHINI: There you go. "Budget justification and related materials question. It looks like you are not requesting job descriptions or bids for supplies or equipment during this phase. Is that correct?"

KIMBERLY WOODWARD: Yes. Again during this phase, what we're requesting, Phase 1 applicants submit a preliminary budget. If you look at Appendix B, it shows--there's a form in Appendix B that shows all of the OJP-approved budget categories. What we're looking for is your estimated total cost for each budget category that is all you need to submit.

MARY JO GIOVACCHINI: "Is there a specific language needed in a resolution?"

KIMBERLY WOODWARD: Yes. That is addressed in the solicitation. It gives you specific guidance about what we're looking for in terms of an authorizing resolution. Again, at--for Phase 1, that is only required for applicants who are coming in as tribal designees. For people who want to get a head start on a resolution, you know, if you're a tribal consortium, or a tribal--or tribe itself, you can take a look at that language. If you have questions about it, submit it through NCJRS and we will get back to you.

MARY JO GIOVACCHINI: "Will funding allow for job training skills for domestic violence victims' funding for shelter monitors?"

KIMBERLY WOODWARD: I don't quite understand that question. Is it--it sounds like you're asking if shelter residents can be trained as domestic violence monitors or it's just a shelter...

MARY JO GIOVACCHINI: "Will funding allow for job training skills for DV victims' funding for shelter monitors?"

KIMBERLY WOODWARD: Okay. So in general, you could apply for funding to support the operational cost of a shelter, including staffing, furnishing, supplies, those kinds of things. Professional development training is also an allowable cost and there will be training and technical assistance available to successful Phase 2 applicants from OVC's designated Training and Technical Assistance providers. I hope that gets at what you're asking, but if not, just submit the questions through--again, through the chat box through NCJRS and we'll get you something more specific.

MARY JO GIOVACCHINI: "Do the clients that are served under this grant have to have case numbers?"

KIMBERLY WOODWARD: I don't know what that means. If the question is, do victims need to file a police report, the answer is no. As long as someone is identified as a victim of crime and you are able to assess that person, and in your professional judgment, agree that that person is a victim of crime, then you can serve them. Okay.

ALLISON TURKEL: I just want to add to that. Actually I'm agreeing with that, but however, there also is a requirement that folks actually track the services that they are providing. So, there are performance measures, there are programmatic progress reports, as well as financial progress reports that are part if you become a grantee that you will have to provide. But a law enforcement case number is not necessarily. If you want to set up your program with something you call a case number, awesome. If you want to set up your program with something you just go by letters, that's fine. Whatever works for that program.

MARY JO GIOVACCHINI: "If we have a pending CTAS application for purpose areas 1 and 3, can we apply for duplicate funding to ensure a cost will be covered if the CTAS award is not received. For..."

KIMBERLY WOODWARD: The answer, is... I'm sorry.

MARY JO GIOVACCHINI: That's okay. "...For example a vehicle for transportation need or salary for victim service position."

KIMBERLY WOODWARD: The answer is no, we will not consider anyone who is requesting duplicative cost. Applicants who are successful in Phase 2 will receive an award with a condition that specifies that you are to disclose whether or not you have any funding that duplicates cost funded under your award.

MARY JO GIOVACCHINI: I think your last question answered this next one, but I'm still going to ask it. "How would a proposal be determined if the same proposed project is pending a 2018 CTAS determination?"

KIMBERLY WOODWARD: Just don't ask for the same cost in this proposal that you ask for under a pending CTAS application. So if you submitted an application to CTAS, let's say purpose area 5 and you said we need a victim advocate to work at our shelter, and you only need one victim advocate, you couldn't ask for that same victim advocate under this funding. Don't duplicate costs.

MARY JO GIOVACCHINI: "Can funds for this grant be used for vehicle maintenance and repair, insurance, and fuel expenses for a vehicle that's designated for victim assistance with CTAS funding?"

KIMBERLY WOODWARD: So the question is can we use funding from--the--could you use funding from this program to maintain a vehicle that's purchased with another grant?

I'm sorry. Hold on one second. Okay.

So the answer is, as long as you don't have funding to do that under your CTAS award, then that would be fine. And, again, the victim--the vehicle would need to be used for victim services.

MARY JO GIOVACCHINI: "Can you elaborate on the legal support services that are allowable? Would this allow for a special DV prosecutor and/or civil legal services?"

KIMBERLY WOODWARD: Okay. So the answer about the prosecutor is no. Again, in Appendix A, we have more detailed--a more detailed explanation of what types of civil legal assistance we can offer. You can--you can--I'm sorry, we have more details--a more detailed explanation of the civil legal assistance that is allowable under this program. If you wanted to retain the services of an attorney to represent domestic violence victims you could do that. It just depends on what type of case it is. And again, you know, Appendix A has more specific details about that.

MARY JO GIOVACCHINI: "Will this grant fund victim payments to make victims whole?"

KIMBERLY WOODWARD: Okay. So--okay, so I'm not quite sure what that's getting at, but we do encourage all OVC grantees to apply for victims' compensation from the State Victims Compensation Programs. Crimes that happen in an Indian country, those victims are also eligible to apply for state victims' compensation. There are some costs related to victimization that can be supported with these funds. So, for example, if you are requesting funding to pay for sexual assault forensic exams, and the victim's clothing is collected as evidence, you could buy sweats, you know, something comfortable and some replacement underwear for those individuals. If you have someone who maybe was a victim of arson, let's say, and all their personal belongings were burned, and they're in need of crisis assistance, you could pay for some clothing, and some personal hygiene products. So, you can provide for victim concrete needs, you can also provide for housing assistance, crisis shelter, domestic violence shelter, transitional housing. Again, it's a pretty expansive range of services that you can pay for, for victims. That is all detailed in Appendix A, and, you know, any specific questions you have, just, you know, send them to us through NCJRS and we will get you a response.

MARY JO GIOVACCHINI: "We definitely need space and are considering a trailer. May that be purchased or only leased? Since you said nothing permanent."

KIMBERLY WOODWARD: So I think Allison earlier was speaking to the--to the issue--or the question about purchasing a trailer. So, what she was talking about in terms of making it permanent is that has to do with making a permanent improvement to the land that it sits on. So, if it is a trailer that is on wheels, if it is a trailer that remains capable of being moved, then yeah, that's fine.

MARY JO GIOVACCHINI: "On the application, it asks for a start and end date. What dates does the grantee put down?"

KIMBERLY WOODARD: I think we covered this earlier, you know. You could put--you could say October 1 and end it 36 months later. Again, it's for purpose--that information goes into the SF-424 for purposes of you submitting the proposal, but as I reviewed a little while ago, the actual start date will vary for applicants who may get past Phase 1 and into Phase 2.

ALLISON TURKEL: It's the same end date for everybody, which will be 04/15/22.

KIMBERLY WOODARD: Okay. So, Allison is reminding me that everyone will have the same end date but--which will be 04/15/22. But the actual start date for applicants who make it past Phase 1 and Phase 2 will vary depending on how quickly they can comply with the Phase 2 requirements.

So, again, you know, I use October 1 as an example. But again, just to--just so everyone's clear, no one's actually starting until everyone that makes it past Phase 1 and Phase 2, that's when you get a start date.

MARY JO GIOVACCHINI: "Could OVC funds be used to pay for onsite child care during caregiving trainings or victim support events? An example would be monthly foster care, relative caregiving training night one time per month for two hours."

KIMBERLY WOODARD: The answer to that is no. You know, if you had a victim support group, for example, that was meeting in the evenings and child care was an obstacle to participation. In that instance, you could use the funds to pay for someone to babysit the kids while the parents are participating in the support group.

MARY JO GIOVACCHINI: "Can funds be used for security guards to guard locations where victims have been housed if a threat from a suspect--sorry, a suspect or during trial to protect the victim?"

KIMBERLY WOODARD: Hold on one second. So, the level of security that we might be able to support is something that would have--it would really just depend on the circumstances. So, again, if you make it past both phases of funding and that becomes an issue, we could talk about the circumstances and we would be able--better be able to give you a determination of whether or not that would be an allowable cost.

MARY JO GIOVACCHINI: "What is considered allowable legal support?"

KIMBERLY WOODARD: Okay. So, again, that's something that's covered in Appendix A, but criminal prosecution, criminal defense are both no. Any type of legal assistance as provided with this funding would have to be civil only in nature. And again, the chart gives more detail--specific details about the types of civil cases that we could support.

MARY JO GIOVACCHINI: "To clarify, is the SAM and GMS registrations for the tribe itself or the tribal organization applying for a funding on behalf of the tribe?"

KIMBERLY WOODARD: So, if you're coming in as a designee, that's your information that you need to update. Designees are--the tribe has nothing to do with the actual award, other than giving you an authorizing resolution. You are the grantee. You are responsible for registering in GMS. You're responsible for adhering to any requirements of the award. We would not turn to the tribe and ask them for anything.

MARY JO GIOVACCHINI: "We sent our notarized letter to sam.gov. How do we know when it's in the system?"

KIMBERLY WOODARD: You need to contact the sam.gov help desk.

SEAN SMITH: Federal Service Desk. So, the Federal Service Desk, fsd.gov handles support for sam.gov. You would contact the Federal Service Desk and ask them.

MARY JO GIOVACCHINI: "Will it fund shelter costs such as building, rent, furniture, food, security, etc.?"

KIMBERLY WOODARD: Okay. You could not construct a shelter, you could rent a facility to use as a shelter. You could renovate a facility that you already own. You definitely could furnish a shelter, staff a shelter, and pay for other operational costs.

MARY JO GIOVACCHINI: "If we apply for program development or implementation type of project, will we need to demonstrate that needs assessment and/or strategic planning processes have already occurred or we--or are community data and coordination among tribal leadership adequate?"

KIMBERLY WOODARD: There's no prerequisite to apply for this funding to complete a community needs assessment. If you have that data from a recently completed assessment, you can use that to write your Program Narrative that would certainly enrich that information.

ALLISON TURKEL: [INDISTINCT]

KIMBERLY WOODARD: And, you know, perhaps in Phase 2, you might also want to submit that, you know, to help justify your costs and those kinds of things.

MARY JO GIOVACCHINI: "What is the difference between legal support and court-based advocacy?"

KIMBERLY WOODARD: Okay. So, if you're talking about courtroom or court-based advocates, those are victim advocates that are based at a courthouse. I'm not sure what

the legal support case is. But, again, you can--you know, if that doesn't answer your question, submit it through NCJRS and we will get back to you.

MARY JO GIOVACCHINI: Can a legal advocate be hired for a CASA Project or CASA?

KIMBERLY WOODARD: Okay. So, that would depend on the duties that the individual would be fulfilling. If you have something more specific about that, we'd be happy to answer it through NCJRS.

MARY JO GIOVACCHINI: "We have a homicide that occurred in 2016 but the offender was sentenced this week. Will this fund counseling and other services to the family of the victim from 2016?"

KIMBERLY WOODARD: Yes. They are still crime victims.

MARY JO GIOVACCHINI: One second. "Could a native Community Development Financial Institution, CDFI, be authorized as a tribal designee with the provision of financial education services and/or opening Individual Development Accounts, IDA, for victims be allowable?"

KIMBERLY WOODARD: So, it's no to the IDA. Again, a designee could be just about any legal entity other than a tribe.

ALLISON TURKEL: Provided they...

KIMBERLY WOODARD: Provided that they have an authorizing resolution from the tribe.

ALLISON TURKEL: And providing eligible service.

KIMBERLY WOODARD: Yeah. And as my colleagues were pointing out, and obviously if they are providing actual victim services.

MARY JO GIOVACCHINI: "Can services only be provided to tribal members or any community member that lives on the reservation, tribal or non-tribal?"

KIMBERLY WOODARD: Yes. You should be serving all victims of crime.

MARY JO GIOVACCHINI: Can a current home for sale be purchased for victim services staff with the intent to have temporary shelter in the basement area? If so, can the funds be used to remodel a home to include putting in a secure fence, panic buttons, or home security?"

KIMBERLY WOODARD: Okay. So, again, the funds cannot be used to purchase real estate. If you owned a home or you were purchasing this house through some other source of funding, we could pay for renovations. We could pay for the installation of some

security measures, but we cannot allow you to spend the funds to purchase real estate of any kind.

MARY JO GIOVACCHINI: "Somebody is asking for me to see the question about allowable award amounts in the--at the first of the questions."

I don't think it's been answered. I've been going through. Perhaps you submitted it in chat and I have not flipped back over to that side. So, if there's still something that you feel that hasn't been answered, please resubmit it in the Q and A. I apologize. But we are working through them systematically. Moving on.

KIMBERLY WOODARD: Okay. So, again, applicants can request up to \$720,000. If you make a request that's over \$720,000, it needs to be reasonable. It needs to be justified based on your articulated needs.

MARY JO GIOVACCHINI: "Can we shift between budget categories between Phase 1 and Phase 2 budgets if the total aggregated amount does not increase?"

KIMBERLY WOODARD: It depends on what you're changing. If you're adding costs or adding activities that would fundamentally change what we approved in Phase 1, that's something we would have to negotiate. If you're trying to add in cost for something that's unallowable, that definitely would not work. So, there's some flexibility there. But once we get an itemized budget from you in Phase 2, if you make it to Phase 2, we'd have a better feel for what that might look like.

MARY JO GIOVACCHINI: Another general question about the webinar itself. "Will the transcript and answers to the questions be available?"

Yes. The transcript or recording and the PowerPoint will all be posted to the OVC website, ovc.gov, in approximately 10 business days. Actually, no, I believe by next Friday is what we're aiming for.

"If we apply for salary cost for a new position, how many years of salary benefits should the budget cover?"

KIMBERLY WOODARD: All of your cost in the item--if you make it to Phase 2 and you're invited to submit an itemized budget, all costs in the budget should cover a total period of 36 months. For Phase 1, when you're thinking about your estimated costs per category, keep in mind that the amount that you request should cover the costs of operating a project for 36 months.

MARY JO GIOVACCHINI: "If a child is aging up and out of foster care, and would be classified as a vulnerable adult, could the funds be used to continue services like mental health?"

KIMBERLY WOODARD: It depends. If there's an actual crime victim--there's some sort of victimization that occurred, then yes. Generally though, just as a means of support for someone who's a vulnerable adult, probably not. They have to be an actual--anyone served by this program has to be an actual victim of crime.

MARY JO GIOVACCHINI: "This is year one. What if the tribe designated--designates funds for this year to a shelter for 3 years? If there is a new bid next year, will they be prohibited from applying for other uses?"

KIMBERLY WOODARD: Okay. So if the question is you want--a tribe wants to apply for funding this year and subgrants the total award amount to domestic violence shelter, that is an option. The question is, can the tribe then apply for funding from OVC or OJP in general for FY19? Probably. It just depends on what they're applying for.

ALLISON TURKEL: Maybe it's for something else.

KIMBERLY WOODARD: Yeah. And any request after that would have to be for something distinctly different than...

SEAN SMITH: You can't--you can't--you cannot duplicate or supplant funding.

MARY JO GIOVACCHINI: "So this is a question back to requirements and they're mentioning that there's no narrative template, correct? Should they stick with Times Roman, 12-font, 1-inch margin, double-spacing, yada, yada." So if you just want to go over that a little bit.

KIMBERLY WOODARD: Yeah. That would be perfectly acceptable. Again, you know, readability is key with your Program Narrative. If it's not readable, it likely--it will impact the way it is evaluated.

MARY JO GIOVACCHINI: Again, another question about the narrative template. I think that has been answered. One minute, please.

"Can we request funding for direct client assistance if we can prove that the amount requested is not adequate to accommodate the need and demand?"

KIMBERLY WOODARD: Okay. So, I'm not quite sure that we understand the question. But for example, if you wanted to request a funding in this proposal to provide direct support to victims for their concrete needs, then you would have to--that would have to be based on something just--you got to have some data that, sort of, demonstrates the level of need. That's the best that I could answer that question right now. But again, you can resubmit that if you want a more specific answer.

MARY JO GIOVACCHINI: And one individual wanted to thank us for answering their questions. And they said the webinar was great and very informative.

KIMBERLY WOODARD: Great.

MARY JO GIOVACCHINI: So I thought I would share that. Let me see here.

“Could salary fees to fund--could salary fees to fund a new position for a caseworker to one, recruit and support foster homes or relative caregivers, and two, coordinate placement needs for child victims?”

KIMBERLY WOODARD: So again, we can--the funding can be used to provide direct services to anyone who is a victim of crime, including victims of child abuse and their caregivers or parents, nonabusive parents, who would be considered secondary victims. In terms of just general foster care placement, no. That is something that--it does not have a direct nexus to being a victim of crime. It is probably not allowable under this program.

MARY JO GIOVACCHINI: So we are coming up at--to the 3:30 time. We have about five more minutes. So, we'll take a couple more questions. But I just wanted to give everybody a fair warning. I am going to move the slides again to the NCJRS information, so that you will have that.

“What if we have a state grant through next year for a victim advocate, can we ask for funding for that advocate beginning year two?”

KIMBERLY WOODARD: That would technically--that would technically not be supplanting or anything like that. But on the other hand, we do want to see proposals for projects that covering a full 36 months of activity.

KIMBERLY WOODARD: Yeah. So, we would prefer not to award a funding that would not be utilized for 12 months.

MARY JO GIOVACCHINI: Can you hire a part-time person to make banners, fliers, and other outreach stuff for Facebook, etc., for programs to reach victims?”

KIMBERLY WOODARD: It depends on the--okay. Yeah, so the chart, kind of--the chart in Appendix A talks about allowable costs for outreach. Something like hiring someone specifically to do that, whatever amount that--whatever that would amount to, you would have to demonstrate or justify the need to hire someone to do that. So, any request for funding needs to be fully justified.

MARY JO GIOVACCHINI: “Can funds be requested for travel, training, lodging for victims, for--sorry, for victim-related conferences that victims may attend?”

KIMBERLY WOODARD: Yeah, yeah. I mean, it--we would need to know more about the proposed conference, you know, what conference are we sending victims to, how is this related to helping them recover from their victimization. There would need to be a lot of supporting information about something like that.

MARY JO GIOVACCHINI: "Can a grant be used to subcontract a guardian ad litem for children's cases?"

ALLISON TURKEL: That depends.

KIMBERLY WOODARD: It really just depends on the circumstances. Again, the funding is for victims of crime. So, you would have to be able to demonstrate that the children had actually been victims of a crime.

MARY JO GIOVACCHINI: "Could this funding pay for rent and furniture to occupy and equip an apartment to serve as transitional housing for 3–6 months--I'm sorry, for 3–6 months per case victim?"

KIMBERLY WOODARD: Yes. Just a quick reminder about grants, the applicants or the eventual grantees, you can't request rent for a property that you own. So, the rent would have to be paid to a third party.

MARY JO GIOVACCHINI: And I don't think we have any other questions.

KIMBERLY WOODARD: [INDISTINCT]

MARY JO GIOVACCHINI: Let me just make a quick look but I think we've...

SEAN SMITH: Question about a graphic designer. It's already been covered.

MARY JO GIOVACCHINI: Yeah. And I think we're good. I think that's all the questions at this time. Oh, here's one.

"Would expansion to our domestic violence shelter be allowed? It's needed as it's severely overcrowded."

SEAN SMITH: As long as it's not construction.

KIMBERLY WOODARD: As long as it's not construction. If you wanted to purchase a trailer as, like, an overflow facility that would be fine. If you wanted to rent another facility or a house in the community, that might be fine as well.

MARY JO GIOVACCHINI: So a lot of the questions that do remain have been touched on in some way or another regarding renovation of buildings and so forth. If you feel that the questions that have--or the answers that had been provided to the other questions do not adequately address your question, please submit them to NCJRS and we will get a response to you.

ALLISON TURKEL: I also highly recommend that folks here, a bunch of links that are--have been provided also in the application looking at the allowable and nonallowable

chart, looking at the DOJ financial guide is very helpful because it is something that if you become a successful grantee, your grant manager will be referring you to. So--and especially, if they were new to receiving a DOJ grant, this is really something very useful for you to give you a good overview and understanding of what you can and can't do with grant funds.

MARY JO GIOVACCHINI: So at this time, we'll end the webinar. On behalf of OVC, we would like to thank you so much for attending. And we hope that you found this very helpful. Have a great day.