Office for Victims of Crime

JUSTICE FOR VICTIMS • JUSTICE FOR ALL

Integrated Services for Minor Victims of Human Trafficking
FY 2018 Competitive Grant Solicitation

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Presenter

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Agenda

- OVC Mission
- Breakdown of the ***Integrated Services for Minor Victims of Human Trafficking FY 2018 Competitive Grant Solicitation***
  - Goals and Objectives
  - Eligibility
  - Deliverables
  - Application – Key Elements
  - Federal Award Information
- How to Apply
- Contacts
- Question and Answers

OVC Mission Statement

OVC is committed to enhancing the Nation's capacity to assist crime victims and to providing leadership in changing policies and practices to promote justice and healing for all victims of crime.

Program Goals and Objectives: Page 7

To promote the availability of effective, tailored services for minor victims of human trafficking and their families to support their recovery and healing after the crime.

Funded applicants will:

- identify a comprehensive array of services that minor victims of human trafficking require to address their needs for safety, security, and healing;
- ensure that minors who have been trafficked are identified and referred for appropriate services; and
- document the progress of the project.

Eligibility: Page 1

States, territories, units of local government, federally recognized Indian tribal governments, nonprofits, and nongovernmental organizations (including tribal).

Eligibility cont.: Pages 6-7

- Services are limited to victims who were trafficked and began services through the program while under the age of 18.
- Services can extend beyond the age of 18.
- Services can also be given to the victim's children, supportive non-offending parents, caregivers, sponsors, and guardians

Applicants must describe how:

- Projects will serve all forms of HT
- Projects will serve all minors
- Safety is defined for minors
- Child rights, developmental needs, and evidence-based practices are incorporated
- Services coordinate with existing community resources and initiatives
- Responses are trauma-informed

Deliverables: Pages 8-9

- Policies and procedures
- Referral plans
- Direct service provision
- Case management

Federal Award Information: Page 11

Maximum number of awards OVC expects to make:	up to 40 awards
Estimated maximum dollar amount for each award:	up to $500,000
Total amount anticipated to be awarded under solicitation:	up to $20 million
Period of Performance start date:	no later than October 1, 2019
Period of Performance duration:	36 months

Part 200 Uniform Requirements: Page 12

General information about Part 200 Uniform Requirements that apply to the award recipient and any subrecipients/subawards. (See the OJP Grant Application Resource Guide https://ojp.gov/funding/Apply/Resources/Grant-App-Resource-Guide.htm.)

Applicants may also review DOJ Grants Financial Guide at https://ojp.gov/financialguide/DOJ/index.htm

Application - Key Elements

- Program Narrative* (Page 14-17)
- Budget Detail Worksheet and Budget Narrative* (Pages 17-18)
- Plan for Data Collection (Pages 16, 17, and Appendix A)
- Project Timeline (Page 15)
- MOUs, LOIs, and Subawards (Page 20)

* Without these critical documents, the award will not proceed to peer review. (See page 13.)

Other Attachments: Page 29

- Information about proposed subawards/procurement contracts (if applicable) - Page 18
- Indirect Cost Rate Agreement (if applicable) - Page 18
- Tribal Authorizing Resolution (if applicable) - Page 18
- Financial Management Questionnaire - Page 18
- SF-LLL – Page 18
- Logic Model – Page 20
- Organizational Chart/Resumes of Key Personnel – Page 15

Attachment Tips

- **OVC strongly recommends that applicants use descriptive names when labeling attachments.**

Good Example:

File Name: File 4: Budget Detailed Worksheet
File Name: File 6: Information on Proposed Subawards.

Bad Examples:

File Name: Budget
File Name: File 4

Data Collection

- Award recipients will be required to report data regularly to Trafficking Information Management System (TIMS)
  - https://tims.ovcttac.gov

- Applicants should examine the key performance measures and required client data in Appendix A.

How to Apply

- Follow all steps on page 21.
- Applicants **must** register in, and submit applications through, Grants.gov.
- Submit application at least 72 hours prior to the application due date.
- Call the Grants.gov Customer Support Hotline at 800–518–4726 or 606–545–5035 (24/7) for technical difficulties.

How to Apply cont.

As noted in the OJP Grant Application Resource Guide.

IMPORTANT SAM.gov ALERT

- If you are a new entity registering in the System for Award Management (SAM) **or an existing entity that needs to update or renew your SAM registration**, you must submit an original, signed notarized letter appointing the authorized Entity Administrator within thirty (30) days of the registration activation. **Notarized letters must be submitted via U.S. Postal Service Mail.** Read the Alert at https://www.sam.gov to learn more about what is required in the notarized letter, and read the Frequently Asked Questions (FAQs) at https://www.gsa.gov/samupdate to learn more about this process change.

Submission Deadline: Page 1

11:59 p.m. ET

Thursday, April 4, 2019

Technical Problems/ Request for Late Submission: Page 2

- The following conditions generally are insufficient to justify late submissions:
  - Failure to register in SAM or Grants.gov in sufficient time (SAM registration and renewal can take as long as 10 business days to complete. The information transfer from SAM to Grants.gov can take up to 48 hours.)
  - Failure to follow Grants.gov instructions on how to register and apply as posted on its website.
  - Failure to follow each instruction in the OJP solicitation.
  - Technical issues with the applicant's computer or information technology environment, such as issues with firewalls or browser incompatibility.

Important Contact Information: Page 2

Technical Assistance for Submitting an Application:

For technical assistance with submitting an application, contact the **Grants.Gov Customer Support Hotline:**

- Phone: 800–518–4726 or 606–545–5035
- Email: support@grants.gov or https://grants.gov/web/grants/support.html

Solicitation Requirements, Programmatic and General Assistance:

For programmatic and general assistance with the solicitation requirements, contact the **National Criminal Justice Reference Service (NCJRS) Response Center:**

- Phone: 800–851–3420
- Email: at grants@ncjrs.gov
- web chat at https://webcontact.ncjrs.gov/ncjchat/chat.jsp.
- Hours of operation: 10:00 a.m.– 6:00 p.m., eastern time, Monday through Friday, and from 10:00 a.m.–8:00 p.m., eastern time on the solicitation closing date.

Tips

- Start the application process early!
  - Registrations (DUNS, SAM, Grants.gov)
  - Identify Service Partner(s)
  - Schedule planning meetings with proposed partner(s)
  - Begin drafting MOUs, Letters of Intent, and Subcontracts/Subgrants
- Apply under the correct competition ID: **OVC-2019-15883**.
- Using the Program Abstract and Budget Detail Worksheet templates is optional.
  - Applicants can follow the same format (headings, subsections, etc.) and complete these documents in any word-processing software (e.g., MSWord).
- Ask for the amount of funding needed.

Resources

- OJP Grant Application Resource Guide, available at: https://ojp.gov/funding/Apply/Resources/Grant-App-Resource-Guide.htm

- DOJ Grants Financial Guide: https://ojp.gov/financialguide/DOJ/index.htm

- Both versions of the Budget Detail Worksheet can be accessed at: https://ojp.gov/funding/Apply/Forms/BudgetDetailWorksheet.htm

Please submit questions during the presentation by using the

Q&A box and selecting all panelists.