

[Transcript from the Webinar titled, Integrated Services for Minor Victims of Human Trafficking, FY 2018 Competitive Grant Solicitation, which was held February 20, 2019. The archived webinar can be found at: <https://www.ovc.gov/grants/webinars.html>.]

MARY JO GIOVACCHINI: Good afternoon, everybody. And welcome to today's webinar, Integrated Services for Minor Victims of Human Trafficking, the FY 2018 Competitive Grant Solicitation hosted by the Office for Victims of Crime. At this time, I would like to introduce you to today's presenter, Lindsay Waldrop, Victim Justice Program Specialist with the Office for Victims of Crime.

B. LINDSAY WALDROP: On the agenda for today, I will review OVC's mission, components of the solicitation, information on how to apply, and answer questions with the remaining time. I am unable to provide any guidance or recommendations to potential applicants outside of clarifying what is in the solicitation.

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.

This is a new OVC human trafficking solicitation. Its goal is 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. Program-Specific Information starts on page 5 of the solicitation. A few clarifications. For the purposes of this program, the federal definition of human trafficking, as defined by the TVPA, is used. A minor refers to a person under the age of 18. Organizations funded under this program will provide directly and through partnership a comprehensive array of services that minor victims of human trafficking often require to address the needs of safety, security, and healing. Funded applicants will be expected to serve minor victims of sex trafficking and labor trafficking. They will also be expected to integrate into programming, developmentally appropriate, and evidence-based practices widely accepted in other child and youth serving systems.

OVC welcomes applications from these eligible entities: States, territories, units of local government, federally recognized Indian tribal governments, nonprofits, and nongovernmental organizations including tribal. OVC will consider applications under two, or which, more entities would carry out the federal awards. However, only one award entity may be the applicant. Any others may be proposed as subrecipients or subgrantees. The applicant must be the entity that would have the primary responsibility for carrying out the award, including administering the funding and managing the entire project.

Please review page 7 of the solicitation for information about the goals, objectives, and deliverables of the program. This program places a priority on funding direct services provided by organizations with the capacity to implement [a] highly collaborative and comprehensive service model. Engaging all appropriate community resources to address the needs of minor victims of all forms of human trafficking. Applicants must include a description of how they will provide each of the direct services described in Appendix B, either in-house or through project partners. Applicants must demonstrate that a

coordinated communitywide approach will be used to leverage various local state and federal resources for the provision of a comprehensive array of services for all minor victims identified through this initiative. Applicants that fail to dedicate adequate funding to support direct services and applicants that propose to perform all work in-house without demonstrated collaboration with other community-based agencies will not be considered responsive to the solicitation.

For the purposes of eligibility for services under this grant, services are limited to victims who were trafficked and began receiving services while under the age of 18. However, receipt of services can extend beyond the age of 18, as needed and determined by the organization receiving funds with the goal of transitioning to autonomy and economic self-sufficiency. Human trafficking is a crime that impacts not only the victim but the entire family, especially when focusing on minor victims, thus reintegration and support with healthy family members or caregivers is a critical component of the minor's long-term success. While funds are intended primarily for direct services to minor victims of human trafficking, services under this program can also extend to the victim's children, supportive nonoffending parents, caregivers, sponsors, and guardians as these services impact the minor's safety, recovery, and success. Efforts to refer family members to other free and low-cost services prior to use of OVC funds must be documented.

Applicants must describe how projects will effectively serve minor victims of sex and labor trafficking, either in-house or through formal collaborative partnerships; projects will effectively serve all minors--minor victims regardless of sex, either in-house or through formal collaborative partnerships; the applicants define safety for minors and victims; child rights and child developmental needs are incorporated into project design; the project takes polyvictimization into account and integrates evidence-based practices from systems serving child victims of crime, such as child abuse and neglect, sexual assault, and interpersonal violence; efforts are made to avoid further stigmatizing and/or criminalizing minors who have been trafficked; services are implemented in a coordinate--in coordination with other existing community resources and initiatives. The applicant must detail how the project will identify and/or coordinate with culturally specific organizations that can provide tailored services to a language, racial, ethnic, and/or other group. How mandatory reporting policies and procedures are implemented in the program. How the grantee--how the applicant will identify eligibility for public benefits and services accessible to minor victims of trafficking and to minor victims of crime (non-trafficking specific) to efficiently use federal state, local, and tribal funds. And how projects will be trauma-informed, strength-based, and include options for victimized minors based on their developmental needs. This information can be found on page 8 of the solicitation.

Deliverables can be found on page 8-9 of the solicitation. Deliverables of this program include, one, develop policies and procedures promoting developmentally and linguistically appropriate services for minor victims of human trafficking. Two, develop referral plans to other service providers that can support minor victims as part of a comprehensive service provision. Plans should include protocols to ensure that victims are able to access services from another service provider and include a detailed plan describing victim identification, screening assessment, safety planning, and service

planning. Programs must have the capacity to formally identify minor victims of sex and labor trafficking as defined by the TVPA, and to deliver comprehensive services to minor victims of trafficking directly, within their agency, and/or through formal partnership, including referral victims to the appropriate community agency if no partnership exists. Three, provide comprehensive wraparound services as described in Appendix B on page 25 of the solicitation. Applicants should detail the coordinated communitywide approach in place to ensure that each of the services detailed in the Appendix B services chart is available to trafficking victims identified within their community, either in-house or through project partners and other community-based programs. Local and federal partners involved in the community response to victims and delivery of a coordinated communitywide response include but are not limited to local, state, tribal, and federal law enforcement and prosecutors; legal assistance providers; child welfare, and child protection service systems; domestic violence; youth and homeless shelters, and transitional housing programs; medical and mental health services and systems; immigrant and refugee service providers; child and adult educational systems; job training programs; mentors; substance abuse treatment agencies; system advocates; court-appointed special advocates; youth drop-in centers; detention facilities; faith-based service providers; interpretation and translation providers; and any other partners providing critical services. Grantees will be required to track and report services provided to minors and service provided to adults under this program separately. If services provided to minors are part of a mandatory service program, they should be tracked and reported as such. Services to adults should not be mandatory. Four, provide case management to all victims served to ensure that victims have support to access a variety of services that are coordinated across multiple systems. Case management ensures the provision of wraparound services that meet victims where they are and helps them express their choices while working through the trauma of their situation and interacting with the necessary local and federal partners. Case management should include assessment of client needs, development of individualized service plans, assessment of eligibility for other public or community-based programs, assistance in accessing publicly funded programs, safety planning, assisting with crime victim compensation claims when possible, information and referral, documentation of services provided, and routine follow up to ensure that a victim's needs are being addressed.

Federal Award Information. The maximum number of awards OVC expects to make under this program is up to 40 awards. The estimated maximum dollar amount for each award is up to \$500,000. The total amount anticipated to be awarded under the solicitation is up to \$20 million. Period of Performance start date is no later than October 1, 2019. And the Period of Performance duration is for 36 months.

The Budget Detail Worksheet and the Budget Detail Narrative are combined in a single document referred to as the Budget Detail Worksheet. Details on where to access this is later in the presentation. Applicants should use the Excel version of this worksheet. You should break out cost by year, reflecting a 36 month total of project activity. The awards--will, these awards made on--will be made as grants and not as cooperative agreements.

This program has a 25 percent match requirement, cash or in-kind. A cash match or hard match includes cash spent for project-related costs. Third party in-kind match or soft, includes but is not limited to evaluation of non-cash contributions. In-kind, maybe in the form of donated services, supplies, equipment, or space. Overmatching is not recommended, but it is allowed. Once you do this, it becomes mandatory and subject to audit. Matching funds are restricted to the same use of funds as allowed to the federal funds, so if it's not allowable under the federal award, it is not allowable as match.

For general information about Part 200 Uniform Requirements that apply to the award recipient and any subrecipients or subawards, please see the [OJP Grant Application Resource Guide](#). Applicants may also review the [DOJ Grant Financial Guide](#).

Critical application--critical application elements are noted on page 13 of the solicitation. The Program Narrative should be double-spaced using a standard 12 point font, (Times New Roman preferred), have no less than one inch margin, and should not exceed 20 pages. Pages should be numbered. If the Program Narrative fails to comply with the link-related restrictions, OVC may consider such noncompliance in peer review and in final award determinations.

Budget Detail Worksheet and Budget Narrative, see pages 17, 18, and the Budget Preparation and Submission Information section of the OJP Grant Application Resource Guide for additional details on the Budget Detail Worksheet, and on the budget information and associated documentation such as information on proposed subawards, proposed procurement contracts into the award, and any pre-agreement costs. For questions pertaining to budget and examples of allowable and unallowable costs, see the DOJ Grant Financial Guide.

See pages 16 and 17 of the solicitation and Appendix A for information on the plan for collecting the data required, the solicitation performance metrics.

As stated on page 15, applicants must submit a project timeline as a separate attachment to the application.

See page 20 of the solicitation for information that should be included on subawards, MOUs, or letters of intent.

An application checklist is included on page 28 and 29 of the solicitation for your review prior to submitting your application.

If applicable, you'll also need to include information about proposed subawards and procurement contracts, Indirect cost rate agreement, and a tribal authorizing resolution. You'll also need to provide a completed financial management questionnaire, SF-LLL, a logic model, and your organizational chart, with resumes of key personnel.

OVC strongly recommends that applicants use descriptive names in labeling their attachments and examples of each can be seen on the screen.

OVC Human Trafficking grantees report their performance data into TIMS, the Trafficking Information Management System, as well as GMS. TIMS collects--TIMS collects case level data on the services received by individual clients. All other data collection systems collect aggregate data on the overall efforts of the grantee. Because TIMS collects case level data, it is expected the grantees will regularly update data in the system with new individuals and with the services provided.

Applicants must register and submit applications through Grants.gov, a primary source to find federal funding opportunities and to apply for funding. Find the information on how to apply in response to the solicitation in the OJP Grant Application Resource Guide.

You must be registered at SAM.gov to apply. If you're a new entity registering in the System for Award Management 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 30 days of the registration activation. Notarized letters must be submitted via U.S. Postal Mail. So, it is encouraged to do this early on.

The application deadline is 11:59 p.m. eastern time on Thursday, April 4, 2019. OJP urges applicants to submit applications at least 72 hours prior to the application due date to allow time for the applicants to receive validation messages or rejection notifications from Grants.gov and to correct in a timely fashion any problems that may have caused a rejection notification. OJ--OJP expects that all or virtually all awards made in FY 2019 will include award special conditions that include applicability of Part 200 Uniform Requirements, compliance with DOJ Financial Guide, required trainings for POC and FPOC or your Point of Contact and your Financial Point of Contact in GMS, requirement to report potentially duplicative funding, and OJP Training Guideline Principles. Individual awards typically also include additional award conditions. Those special conditions may relate to the particular statute, program, or solicitation under which the award is made; to the substance of the funded application; or to the recipient's performance under other federal awards, or the recipient's legal status; or to other pertinent conditions.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must email me, the OVC Contact, within 24 hours after the application deadline to request approval to submit its application after the deadline. See page 2 of the solicitation or the OJP Grant Application Resource Guide. The applicant's email must describe the technical difficulties and must include a timeline of the applicant's submission efforts to complete grant application, the applicant's DUNS number in any Grants.gov help desk or SAM tracking numbers. The applicant should include the name of the solicitation in the subject line or body of the email. And include a copy of the date notarized letter provided to SAM.gov for registration, as well as any communication regarding this issue with SAM.gov and/or Grants.gov. To be considered for a waiver to apply, the date of the notarized letter must be before the close date of the solicitation. O--please note, that OJP does not automatically approve requests to submit a late application.

So, all applications are submitted through GMS system. If you experience technical issues when submitting your application, please contact the GMS hotline. Their contact information is on the screen and on page 2 of the solicitation.

If you have questions about the solicitation or you need general assistance with the documents, please contact the DOJ NCJRS Response System [Center]. Their contact information is also listed on the screen and on page 2 of the solicitation.

A few tips. We recommend that you start early in the application process. Here are few of the things mentioned earlier. Apply using the correct competition ID number, which we've put on the screen for you. Use of the Program Abstract and the Budget Details Worksheet are temp--there are templates and those are--those templates are optional. And ask for the amount of funding that's needed. You do not have to request the ceiling if that's not what's needed for your program.

This solicitation incorporates the OJP Grant Application Resource Guide by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications of funding. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation to that provision.

All applicants should use the Excel version of OJP's Budget Detail Worksheet when completing the budget in an application, except in cases where the applicant does not have access to Microsoft Excel or experiences technical difficulties. If an applicant does not have access to Microsoft Excel or experiences technical difficulties with the Excel version, then the applicant should use the Adobe portal document format, PDF version.

So thank you so much for your time and interest in this program. And we are going to shift over to questions and answers.

MARY JO GIOVACCHINI: Before we start with questions, I do want to go over a few things in case anybody joined in late. The recording, the slides, and a transcript will all be posted to the OVC website in approximately 10 business days. You will receive notification via email when these items have been posted. We will go through the questions in the time given.

We've had a great response. Our attendance is out of this world. Thank you all for your interest.

And we have at least 76 questions right now in the queue. So if for some reason we do run out of time and we're unable to get to your questions, you can submit those to the National Criminal Justice Reference Service and I'm going to keep their program information up here. It's at the very bottom of this slide. So, if we are unable to answer your questions, please submit it to NCJRS and we will work with Lindsay to get you an answer.

So at this time, I'm going to address the first question. "Can Prosecutor Offices apply for this grant?"

B. LINDSAY WALDROP: If they fit the definition for eligibility and they provide direct services, or through their partners, they direct services, they certainly can.

MARY JO GIOVACCHINI: And another follow up question. "Are they considered units of local government? So is the Prosecutor's Office considered a unit of local government?"

B. LINDSAY WALDROP: I would say yes. But let's follow up with you in writing, if you could send that to the NCJRS Response Center.

MARY JO GIOVACCHINI: There's a question about handouts. So, again, I'm going to go back to what I had said. The PowerPoints will be posted in a PDF format to the OVC website. Those would be the only handouts that would be available.

"If we receive a certificate--do we receive a certificate? I have a co-worker who was unable to join watching the webinar with me and they would like to know if they can have a certificate."

There will not be certificates available for this webinar.

"Are youth at risk of trafficking eligible for services under the solicitation?"

B. LINDSAY WALDROP: Yes. If your agency is determining they will see potential victims, and so if you believe there is a potential that this is a trafficking victim, they are eligible for services under the program.

B. LINDSAY WALDROP: Oh, I said for amount of time, it's reasonable to, you know, hit the criteria as a victim of trafficking for the TVPA.

MARY JO GIOVACCHINI: "Do the Appendix B Comprehensive Services Model Table responses count as part of the 20-page narrative page limit?"

B. LINDSAY WALDROP: Can we also give you a formal answer to that one in writing, please? This is a new Appendix and so I just want to make sure we're giving you a correct answer on that. Thank you. That's a great question.

I want to get back to that Appendix. Yeah. Give me just one moment. So, I think, yes, it should be in the 20 pages, and then you can use the chart itself as the--to write in who your partners will be. And then that Appendix does not count on your 20 pages. So, in the 20 pages, there should be a description, but you can use the chart here itself to sort of fill in what organization will provide.

MARY JO GIOVACCHINI: "Is there an expectation around the number of youth served under this solicitation?"

B. LINDSAY WALDROP: Based on your data that you provide, there's no expectation from OVC. It should be--you should document that you have provided--that you already are serving youth, either trafficking victims or youth that are at risk for trafficking, and provide a sound number of victims.

MARY JO GIOVACCHINI: "If the--if the project does not provide services for both sex trafficking and human trafficking, are they ineligible?"

B. LINDSAY WALDROP: They need to provide services--they need to be prepared to serve services for both sex and labor through either themselves, in-house, or through their formal partnerships.

MARY JO GIOVACCHINI: "The direct services and Appendix B, all services in this Appendix must be offered by the end of the grant period, is that correct?"

B. LINDSAY WALDROP: They need to be assessable if needed. They do not need to be offered if they're not something that's needed by the victim, but you do need to have a plan in place should these services be needed.

MARY JO GIOVACCHINI: "Is this retroactive to existing clients or only those under 18 once the grant is awarded?"

B. LINDSAY WALDROP: Is--once the grant is awarded, they need to be 18 when enrolled in this program.

MARY JO GIOVACCHINI: "Is there a maximum age at which human trafficking victims can receive services having started in the program before age 18?"

B. LINDSAY WALDROP: The solicitation states that services can continue based on what the individual organization sees appropriate, based on the individual's need with a goal ultimately for autonomy and self-sufficiency.

MARY JO GIOVACCHINI: "Could you clarify or cite some examples about what a highly collaborative and comprehensive service model engaging all appropriate community resources looks like? Specifically how collaboration in community should be addressed in the application."

B. LINDSAY WALDROP: It's specifically addressed through the comprehensive service model, through having MOUs and letters of support, having a plan to serve all victims. It is a collaborative model. I hope that answers the question. If it doesn't, please send a note to NCJRS so we can give you a further response.

MARY JO GIOVACCHINI: "Do MOUs need to include every organization listed in Appendix B?"

B. LINDSAY WALDROP: MOUs--OVC typically has MOUs through formal partnerships, and then noting who in your partner--who in your community would send somebody to for a particular service, if that--if there is no formal partner.

MARY JO GIOVACCHINI: This is a follow up to a previous question, more specifically, they "want to know if they must serve both sex and labor trafficking victims. And is it sufficient if law enforcement and other providers are addressing labor trafficking but no funds from the grant would go towards that?"

B. LINDSAY WALDROP: No. The grant--I mean, ideally, you should be serving--you should be making an effort to serve both sex and labor traffic minors in your community. And if you're not seeing any labor trafficking--you know--making a partner and a plan that is addressing the youth in your community. Per the solicitation, there is that expectation.

MARY JO GIOVACCHINI: "Can you be more specific about how applicants must document that the proposed services are different than those already being funded to other OVC grantees? Can this information also be included as an MOU, or MOA, or letters of intent?"

B. LINDSAY WALDROP: I'm not sure the full question so if I don't answer this correctly, please follow up to NCJRS. However, if you are to apply for multiple OVC solicitations, you should certainly make sure that your applications are distinct from one another, that the efforts per--that are being conducted under one are not being duplicated on the other. So, if you have a comprehensive OVC that is--it's not for adults and minors, it's very specific to minors, and then as they transition over. So it's important that you do make sure your applications and your projects are distinct.

MARY JO GIOVACCHINI: "If the proposed program request funds for direct service staff, can funds be requested and received quarterly? Or is there another timeline?"

B. LINDSAY WALDROP: You should make your budget for a 36-month period and then your method of drawing down is based on your level of effort and your financial internal policies.

MARY JO GIOVACCHINI: "Can you explain in more detail what the funds can be used for?"

B. LINDSAY WALDROP: The funds can be used for the administrative costs needed for the award. They can be used for direct services to victims, as is the primary intent. And all of those are on--in the Appendix. And anything--more of details of what is allowable is in the OJP Financial Guide. You can also use some of the funds for training efforts, for outreach, or action research efforts. However, again the primary funding should be going to direct services.

MARY JO GIOVACCHINI: One other--one thing before we move forward. If you're submitting your questions through chat, please resubmit those using the Q&A. The Q&A

tab is located directly beside the chat tab. You'll click on the little button with the three dots and you can open that up, and you'll see Q&A. And then submit it to all panelists. And I apologize for making you do this but it's easier for us to track and make sure that we do not miss anything.

“Does 25 percent match need to be documented in the application or is it to be documented as received during the grant period?”

B. LINDSAY WALDROP: The 25 percent match will need to be identified in your original budget.

MARY JO GIOVACCHINI: “Do the annual budgets have to be the same--one second--each year--program year, or can we have different budgets based on activities and projected deliverables as long as the 36-month does not exceed the total ceiling?”

B. LINDSAY WALDROP: I mean, it's expected that some things may change from year to year. And when you plan your 36-month budget, you can plan for that. There's more details in the OJP Financial Guide on how to do that. Thank you.

MARY JO GIOVACCHINI: “For the match, can this be acquired through subgrantees?”

B. LINDSAY WALDROP: I'm not certain of the--but any sort of level of effort, volunteers--any sort of contribution that can be documented, whatever would be allowable under your federal is allowable under your match. So if I didn't answer that well enough please follow up.

MARY JO GIOVACCHINI: And here's a similar question, “can volunteer hours be used for the 25 percent matching funds if documented?”

B. LINDSAY WALDROP: Yes. Volunteer hours can be used. It's really important that you track those down on timesheets however.

MARY JO GIOVACCHINI: “Is there a suggested percentage to be requested for administrative costs such as 10 percent of the budget?”

B. LINDSAY WALDROP: That detail is not in the solicitation, so I can't give guidance outside of that. I would just say that--you know--the primary focus is on the direct service but there is no cap in the solicitation on administrative costs.

MARY JO GIOVACCHINI: “On page 28 of the solicitation legal services includes assistance and screening each client to ensure that they meet the TVPA definition. Does this mean if we are not a legal service agency that we have to subcontract to a legal service provider?”

B. LINDSAY WALDROP: That's a great question, no. It means that you should have a procedure in place for your organization, as a victim service provider, to say that we as

trained and experienced provider see the red flags, and we believe this is a victim of human trafficking based on the following elements. And again you can serve potential victims of human trafficking because you have these indicators. And then because you have a screening process in place and the client has met those criteria, they therefore can be served.

MARY JO GIOVACCHINI: "Are all clients required to be screened by an attorney?"

B. LINDSAY WALDROP: No. The victim service provider makes the determination of eligibility for services under the award.

MARY JO GIOVACCHINI: "Our organization only serves victims of sex trafficking and does not serve victims of human trafficking. Are we eligible to apply?"

B. LINDSAY WALDROP: Well, sex trafficking is a subform of human trafficking and labor trafficking is also a component, so to have a comprehensive response you should--the applicant would need to find a partner that also focuses on labor trafficking.

MARY JO GIOVACCHINI: "Is the \$500,000 award on a per year basis or is it over the three-year period? And is that divided up per year or can we--can it be accessed as needed or used?"

B. LINDSAY WALDROP: That is 500--that's for this--that's for the 36 months total. It is not per year. And it can be accessed, as needed, as used but you need to--you know--spread that out over the 36 months.

MARY JO GIOVACCHINI: "Since a separate logic model MOU, MOA, and project timeline are required. Can the application narrative briefly reference these to save space for other required information?"

B. LINDSAY WALDROP: Oh, yes, those are all attachments. They do not count against your 20-page program narrative.

MARY JO GIOVACCHINI: "Per page 16 of the solicitation, if the applicant is not a current OVC grantee do we need to answer--let's see here, I can't--CH for other local OVC grantee?"

And I'm not sure if something--go ahead, I'm sorry, Lindsay.

B. LINDSAY WALDROP: No. If you do not have current OVC funding you do not have to say--you know--sort of about how this is nonduplicative of your other OVC funding. If there is other OVC funding in your community or region that you plan to address, you should say how this--how you'll coordinate with that provider or again how you're not duplicating services.

MARY JO GIOVACCHINI: I believe this question has already been addressed.

“My organization only serves victims of sex trafficking and does not serve victims of labor trafficking. Are we eligible to apply?”

B. LINDSAY WALDROP: You would be eligible to apply if coming in with formal partners that also serve labor trafficking victims or if your program plans to extend to labor trafficking.

MARY JO GIOVACCHINI: Sorry. “How much of the budget can we--can be used for training, outreach, data collection, and action research activities as referenced on page 7?”

B. LINDSAY WALDROP: So there is no--there's no floor or ceiling for that. So the only note in the solicitation is that the majority of services should go to direct services but there is no--there's no guidance on--in the solicitation.

MARY JO GIOVACCHINI: “Is there a database for referrals or how we would identify potential clients?”

B. LINDSAY WALDROP: No apologies. I believe that would be through your case management system. If I'm not answering that correctly please follow up with me, or the National--NCJRS Response Center.

MARY JO GIOVACCHINI: “Is the maximum dollar amount, \$500,000, given per year or is it distributed over 3 years?”

B. LINDSAY WALDROP: It is given to you at once and then you distribute that over the 36-month period, based on--You draw down based on level of effort.

MARY JO GIOVACCHINI: “Can a nonprofit apply if we only serve foreign-born victims? Would we have to partner with another organization that serves domestic victims?”

B. LINDSAY WALDROP: Yes. That is correct, you should be able--be prepared to serve any victim that should come your way.

MARY JO GIOVACCHINI: “For services that we plan to use a collaborative partner to provide, do we need to have them identified and submit a formal MOU at the time of application or can we indicate that this partner will be identified as part of the project timeline?”

B. LINDSAY WALDROP: If they're--it is--if they're a formal partner and funds will be going to them and they're highly listed there in your application that certainly should be identified in advance. Community partners that may not--that maybe providing service on an ongoing basis that you don't need a letter of support with or an MOU, do not need to be contacted in advance.

MARY JO GIOVACCHINI: "Related to Appendix B: 1, do we need to report on partners not funded through the grant? And, 2, duplication of numbers reported is likely when reporting for self and other partners, is this allowable?"

B. LINDSAY WALDROP: We have tools to help with performance metrics, should you receive the award. And you are expected to report on services provided if you send somebody for a referral or if they receive a service somewhere you're supposed to--you should be doing your best to obtain information on the receipt of services funded through the award.

MARY JO GIOVACCHINI: "Can applicants be recipient of TVAP [Trafficking Victim Assistance Program] or--and other OVC grants?"

B. LINDSAY WALDROP: Yes. Through this program they can be--they can serve minor victims foreign national minor victims and use TVAP under this new solicitation. They cannot serve adults through the solicitation and use TVAP.

MARY JO GIOVACCHINI: "As for direct services for minor victims of human trafficking," excuse me. Let me start all over. "So far as direct services for minor victims of human trafficking are considered, is there a benchmark value that depicts the number of victims served?"

B. LINDSAY WALDROP: No. There's not an expectation at the time from OVC knowing that this is a hidden crime. Again it should be based on the data and the capacity of your organization and the history of victims served in the past.

MARY JO GIOVACCHINI: "Are program design costs allowable for funding?"

B. LINDSAY WALDROP: Can you follow up in writing on that one just with some examples about what you're thinking about? Thank you.

MARY JO GIOVACCHINI: "Will any projects related to education or awareness only be funded under the solicitation?"

B. LINDSAY WALDROP: This is a direct services solicitation, so while some outreach materials can be developed in order to identify victims of trafficking, the intent of this solicitation is not curriculum, educational, or prevention.

MARY JO GIOVACCHINI: Somebody was saying that they "missed what you said about the match requirement. So could you please repeat that?"

B. LINDSAY WALDROP: Yes. Give me just a moment.

So there's a 25 percent match under this solicitation. And again match can be cash or in-kind. Examples of cash match they should be spent on--is cash spent for project-related cost. And then there's third party in-kind match which would include donated services,

supplies, or equipment space. I also noted it's--that you can overmatch or do more than the 25 percent if you wanted to. However, it's not recommended as this becomes mandatory and subject to audit.

MARY JO GIOVACCHINI: "Are MOUs required for all partners in this grant?"

B. LINDSAY WALDROP: For partners that you'll be formally working with, giving money to, yes. MOUs are required. For partners that you are not--that they do this community service and you're sending a referral, no money is sent to them, you may or not be sending that referral, no, you don't need an MOU. I hope that made sense.

MARY JO GIOVACCHINI: "If you are not proposing any research, do you have to include a document for Research and Evaluation Independence and Integrity?"

B. LINDSAY WALDROP: Yes, I believe that that's part of the requirements, just to note that. But, please follow up in writing, so that I can get you a solid answer.

MARY JO GIOVACCHINI: There's a question about "where to find the application and guide." So the solicitation itself is available at the--on the OVC website. And you can also contact, Lindsay correct me, Grants.Gov for--that's how everything is submitted, is via Grants.Gov.

B. LINDSAY WALDROP: Yes. And the application can also be found on Grants.Gov.

MARY JO GIOVACCHINI: "If you are a faith-based organization, can you still qualify for this grant?"

B. LINDSAY WALDROP: Yes, you can certainly qualify for the grant.

MARY JO GIOVACCHINI: Again--the "match requirement is 25 percent, correct, Lindsay?" There was another question about that.

B. LINDSAY WALDROP: I did--that is correct. It's a 25 percent match.

MARY JO GIOVACCHINI: "Does an applicant need to have partnerships established with each required service area at the time of application or can the process of forming those partnerships be a part of the grant activity?"

B. LINDSAY WALDROP: They should have those services identified. And ideally, those partnerships are developed in advance. The key partners, with which you will form MOUs, should definitely be developed in advance that are providing key services that may not be able to be provided in-house. There's certainly time for developing partnerships over time, but it is expected that service referral for these services will be identified.

MARY JO GIOVACCHINI: There's a question here about "the regional financial management training seminar. And it's closed for the March 20-21 (session). Is there a waitlist available in order to attend? Lindsay, are you familiar with that?"

B. LINDSAY WALDROP: I'm not. I believe there is often a waitlist for the in-person trainings. And I know folks are supposed to sign up for those as soon as they can. There's also the online training, which you can take at your leisure.

MARY JO GIOVACCHINI: I will repeat this again for everybody. The question came up. "When will the recording be available?" The recording for this webinar is going to be available in approximately 10 business days. We are also going to post the full transcript of the event as well as the PowerPoint slides. And, again, you will be notified when that information has been posted to the OVC website, which is at ovc.gov.

I'm actually going to also flip over to the very first slide or one of the first slides from earlier today that has that URL. Unfortunately, my computer is frozen and it's not letting me go. I will eventually try to do that. There is a URL for the direct location on the OVC website. And you can check there. But you will receive an email to let you know that it's been posted.

MARY JO GIOVACCHINI: Before I even go further, we are at 2:00 hour. And that's when the webinar is supposed to end. We do have quite a few questions left to answer. Lindsay, if you like we can continue on for another 10 or so minutes and if people want to hang on, they may. Or we can end the webinar and they can submit those questions through NCJRS. Whatever you feel comfortable with.

B. LINDSAY WALDROP: Yeah, 10 minutes is fine with me. Sure.

MARY JO GIOVACCHINI: All right. "You mentioned that the grant can be used for those that extend beyond 18 years of age. What are the parameters around serving those that were trafficked as minors that received services as adults?"

B. LINDSAY WALDROP: So for the purposes of this solicitation, they need to start the program as a minor. And then if you--if they need to continue services into use in adulthood, that is allowable based on your availability of funding and your--what's determined by your organization that's needed. There are no other parameters.

MARY JO GIOVACCHINI: "Do the funds have to be used to provide countywide services? Or can they be used for local community in need of those services?"

B. LINDSAY WALDROP: They can be used for a local community. It's--per the solicitation. up to the applicant to define their region of service.

MARY JO GIOVACCHINI: "Do you have a guide for the number of minors that should be served in a project period?"

B. LINDSAY WALDROP: There is not a guide. I would say the application asks for data on who you've served in the past; whether they be minors of crime that are at risk for trafficking or trafficking victims. And so based on that number, you should be able to provide some sort of sense of who you'll be serving in the future.

MARY JO GIOVACCHINI: And once again, I am frozen. I can see part of this question. It says, "Can funds be used to fill a part-time position?" There's a little bit more after that that I can't read. So I don't know if you want to address that part of it, at least.

B. LINDSAY WALDROP: They can certainly be used to fund a part-time position depending on how you want to organize your staffing and what's needed for your project. Absolutely.

MARY JO GIOVACCHINI: "Where can we access a list of other DOJ recipients in our area in an attempt to not duplicate services?"

B. LINDSAY WALDROP: That's a great question. On our website at www.ovc.gov, you can go to a section called "About OVC," and under that section there is a human trafficking section. From there, you can see our list. There's a map, or--and a matrix of all currently funded OVC human trafficking projects.

MARY JO GIOVACCHINI: I apologize to everybody on the call. We are going to end this webinar at this time. It looks like we're having some significant connection issues. And I don't want to lose anybody.

So if your question was not answered, please submit it to the National Criminal Justice Reference Service. Their information is still showing on the slide that is on the screen. That would be grants@ncjrs.gov, is the email address. You can also call them on the 800 number, 800-851-3420. And they also have a web chat, that's available, so you can reach them--reach them at any of those possible avenues.

You can also sign up on ncjrs.gov to receive the weekly funding newsletter. That'll come out every Friday and we will also notify you once these slides and everything have been posted. So that's another mechanism for you to be notified that the webinar recording is posted. Again, I apologize. We are after the 2:00 hour and I would continue on if we weren't having some significant issues here. Lindsay, I'm not sure if you want to go ahead and say anything in closing.

B. LINDSAY WALDROP: No, we're just really--I'm so pleased that so many people turned out to join us and to find out more about the program. Thank you so much and please ask your questions so that we can get you a concrete response.

MARY JO GIOVACCHINI: Thank you all and have a wonderful day.