

U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime



OVC FY 2020 Enhancing Community Responses to America's Addiction Crisis: Serving Our Youngest Crime Victims

FY 2020 Competitive Grant Solicitation

CFDA #16.582

Grants.gov Solicitation Number: OVC-2020-17912

Solicitation Release Date: March 5, 2020

Application Deadline: 11:59 p.m. eastern time on May 4, 2020

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC) is seeking applications to support direct services for children and youth who are crime victims as a result of the current addiction crisis; and to provide training and technical assistance to the direct services grantees. This program furthers the Department's mission by enhancing the field's response to young victims of the addiction crisis.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants on how to prepare and submit applications for funding to OJP. If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.

Eligibility

The following entities are eligible to apply:

- 1) States and territories
- 2) Units of local government
- 3) Federally recognized Indian tribes
- 4) Nonprofit, nongovernmental victim and social service organizations with the capacity to serve young crime victims affected by the addiction crisis
- 5) For-profit organizations with the capacity to serve young crime victims affected by the addiction crisis
- 6) Institutions of higher education (including tribal institutions of higher education)

In [FYs 2018 and 2019, OVC funded a total of 59 programs, spanning 37 states and 8 tribes](#), to help youth affected by the opioids crisis under OVC's *Enhancing Community Responses to the Opioid Crisis: Serving Our Youngest Crime Victims* program. (See [OVC Grant Award Search](#) for a list of awarded grants). The Department remains committed to supporting young crime

victims affected by the Nation's addiction crisis and intends to reach additional communities with grant funding in FY 2020. **Grantees who received FY 2018 or FY 2019 awards under OVC's *Enhancing Community Responses to the Opioid Crisis: Serving Our Youngest Crime Victims* program may be eligible for this FY 2020 program if their new proposed project serves a different geographic area or justifies an expanded scope or quantity of services to the original population.**

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

Contact Information

For technical assistance with submitting an application, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, at <https://www.grants.gov/web/grants/support.html>, or at support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

An applicant that experiences unforeseen Grants.gov technical issues beyond its control that prevent it from submitting its application by the deadline must email the OVC contact identified below **within 24 hours after the application deadline** to request approval to submit its application after the deadline. Additional information on reporting technical issues appears under "Experiencing Unforeseen Grants.gov Technical Issues" in the "How To Apply (Grants.gov)" section in the [OJP Grant Application Resource Guide](#).

For assistance with any other requirements of this solicitation, contact the NCJRS Response Center: toll free at 800-851-3420; via TTY at 301-240-6310 (hearing impaired only); email to grants@ncjrs.gov; fax to 301-240-5830; or web chat at <https://webcontact.ncjrs.gov/ncjchat/chat.jsp>. The NCJRS Response Center operates from 10:00 a.m. to 6:00 p.m., eastern time, Monday through Friday, and from 10:00 a.m. to 8:00 p.m., eastern time on the solicitation closing date.

Pre-Application Webinar

OVC will conduct one pre-application webinar on March 23, 2020, from 1:00 p.m. to 2:00 p.m. eastern time. Participation in the webinar is optional. OVC staff will review the solicitation requirements and conduct a question and answer session with interested potential applicants. You may register for the webinar at: <https://www.ovc.gov/grants/webinars.html>.

Deadline Details

Applicants must register with Grants.gov at <https://www.grants.gov/web/grants/register.html> prior to submitting an application. All applications are due by 11:59 p.m. eastern time on May 4, 2020.

To be considered timely, an application must be submitted by the application deadline using Grants.gov, and the applicant must have received a validation message from Grants.gov that indicates successful and timely submission. OJP urges applicants to submit applications at least 72 hours prior to the application due date, to allow time for the applicant 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.

An applicant must use the **Add Attachment** button to attach a file to its application. Do not click the paperclip icon to attach files. This action will not attach the files to the application. After

adding an attachment, select the **View Attachment** button to confirm you attached the correct file. To remove the file, select the **Delete Attachment** button.

OJP encourages all applicants to read this [Important Notice: Applying for Grants in Grants.gov](#).

For additional information, see the “How to Apply (Grants.gov)” section in the [OJP Grant Application Resource Guide](#).

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OVC FY 2020 Enhancing Community Responses to America's Addiction Crisis: Serving Our Youngest Crime Victims CFDA # 16.582

A. Program Description

Overview

This program will provide funding to support (1) direct services to children and youth who are crime victims as a result of the Nation's addiction crisis; and (2) training and technical assistance for the direct services grantees.

Statutory Authority: This project is authorized by 34 U.S.C. § 20103(c)(1)(A).

Program-Specific Information

Under this program, a young victim of the addiction crisis is—

- a child or youth, from newborn to 18 years old;
- a victim of any type of crime¹ (e.g., child abuse or neglect, physical or sexual assault, domestic or family violence, DUI or DWI); and
- impacted by the current addiction crisis (i.e., opioids, methamphetamines, other misused substances, and polysubstance abuse).

Under this program, direct services² refer to activities such as—

- providing information about services for young victims impacted by addiction;
- referral to specialized, evidence-based, trauma-informed victim services for children and youth;
- personal advocacy on behalf of a victim;
- accompaniment to meetings, hearings, and appointments;
- medical services including treatment for neonatal abstinence syndrome; and
- emotional support on-scene of a substance overdose or drug-related offense where a young victim is present, as well as continued support after the incident, such as mental health treatment including individual counseling, support groups, and other types of therapy.

Under Purpose Area 1, direct service grantees will support children, youth, and their caregivers—either directly or through a partner—with ongoing services such as mental health treatment, including individual counseling and other types of therapy; advocacy; trauma-informed treatment; support groups; and case management. Grantees will build a seamless response to children and families, from identification and initial response to ongoing support services and interventions to longer term follow-up. Purpose Area 1 grantees will work in partnership with local community-based victim service agencies and agencies dedicated to

¹ A crime does not have to be reported to police for a child or youth to be eligible to receive services through this program. A more exhaustive list of types of crime victimization can be found on page 18 of the [OVC PMT Questionnaire](#).

² More examples of direct services can be found on pages 19–22 of the [OVC PMT Questionnaire](#).

substance abuse treatment and recovery so that grantees may refer family members or caregivers to addiction treatment and recovery services that are not provided through this grant (e.g., substance abuse treatment, housing, legal services). Children and youth will be eligible for services in this program regardless of their caregiver's acceptance of services targeted for caregivers.

Under Purpose Area 2: Training and Technical Assistance (TTA), the TTA provider will assist direct service grantees with successful program implementation. The Purpose Area 2 grantee will work in partnership with OVC and other organizations to provide national-scope expertise and support in the areas of victim services and programs that support young victims impacted by addiction.

Mandatory Program Requirements

Grantees will be required to complete the following:

1. Submit to OVC the policies and procedures guiding the provision of direct services to young victims and their families, including maintaining confidentiality, protecting personally identifiable information, and ensuring staff suitability to work with minors (post-award).
2. Ensure that any staff, partner staff, or service providers working with young victims are trained to work with children and youth affected by crime victimization and substance abuse (particularly of a parent or caregiver).
3. Ensure the project coordinator and other key staff participate in required teleconference and in-person trainings with OVC, other grantees, and the OVC TTA provider.
4. Provide direct services to children and youth without requiring their parent/caregiver's participation in treatment and services.

Goal, Objectives, and Deliverables

The primary goal of this program is to provide direct services and support to children and youth who are crime victims as a result of the addiction crisis.

Under Purpose Area 1, program objectives are to—

- 1) increase the quality and quantity of direct services, including treatment for infants suffering from neonatal abstinence syndrome, and support to children, youth, and their caregivers;
- 2) provide assistance or referrals to other essential services for young victims and their families/caregivers;
- 3) collaborate with and provide training to local partners;
- 4) improve outcomes for child and youth victims, depending on types of services provided (e.g., health and wellbeing, family stability, school outcomes); and
- 5) use local data sources to identify and address the most pressing local needs.

Under Purpose Area 2 objectives are to—

- 1) deliver technical assistance to ensure that quality services are provided to children, youth, and their caregivers;
- 2) offer support to identify and provide other types of assistance, essential services, and referral sources for young victims and their families and caregivers;
- 3) aid effective collaboration with, and provide training for, local partners;
- 4) assist direct service grantees with documenting improved outcomes for victims;

- 5) help with data collection, reporting, and use of local data sources to target the most current and pressing local needs; and
- 6) regularly share promising practices and lessons learned with all funded grantees and the general public.

The Goals, Objectives, and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under [What an Application Should Include](#).

Limit Use of Funds

Funding authorizations for this program limit allowable expenses to those associated with serving crime victims. Examples include programs and services that provide awareness about victimization and the resources available to victims, direct services that provide for the needs of crime victims, and support to navigate the complex systems often associated with victimization (e.g., criminal justice, child welfare). **Primary prevention programs (i.e., an intervention provided before a victimization has occurred) are generally not permissible, but may be considered if provided within the scope of victim services.**

OJP Priority Areas

In FY 2020, and in addition to executing any statutory prioritization that may be applicable, OJP will give priority consideration to applications as follows:

- Applications that address specific challenges that rural communities face.
- Applications that demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent poverty counties.
- Applications that offer enhancements to public safety in economically distressed communities (Qualified Opportunity Zones).

To receive priority consideration under the rural priority, applicants must describe what makes the geographic service area rural (using U.S. Census or other appropriate government data; for assistance, applicants may wish to refer to <https://www.census.gov/programs-surveys/geography/guidance/geo-areas/urban-rural.html>), how isolated the area is from needed services, and how they will address specific challenges in rural communities.

To receive priority consideration under the poverty priority, the applicant must provide information to demonstrate that the individuals who are intended to benefit from the requested grant reside in high-poverty areas or persistent poverty counties. For purposes of this priority consideration, the term “high-poverty area” means any census tract with a poverty rate of at least 20 percent as measured by the 2013–2017 5-year data series available from the American Community Survey of the Census Bureau (applicants may search by census tract at <https://www.census.gov/acs/www/data/data-tables-and-tools/narrative-profiles/2017/>) and the term “persistent poverty counties” means any county that has had 20 percent or more of its population living in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates (applicants may search by county at <https://www.census.gov/data/tables/time-series/dec/census-poverty.html> and at <https://www.census.gov/programs-surveys/saipe.html>).

To receive priority consideration under the Qualified Opportunity Zones priority, applicants must include information that specifies how the project will enhance public safety in the specified QOZs. For resources on QOZs, and for a current list of designated QOZs, see the U.S.

Department of the Treasury’s resource webpage, accessible at <https://www.cdfifund.gov/pages/opportunity-zones.aspx>.

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policy making and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

Applicants should note OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section, entitled, “Information Regarding Potential Evaluation of Programs and Activities.”

B. Federal Award Information

Purpose Area 1: Direct Services (OVC-2020-17917)

Number of awards OVC expects to make:	25
Estimated maximum dollar amount for each award:	\$700,000

Purpose Area 2: TTA Provider (OVC-2020-17918)

Number of awards OVC expects to make:	1
Estimated maximum dollar amount:	Up to \$1.5 million

Total amount anticipated to be awarded under solicitation:	Up to \$19 million
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Period of performance start date:	October 1, 2020 ³
Period of performance duration (no extensions allowed):	Approximately 36 months
Period of performance end date:	September 30, 2023

OVC may, in certain cases, provide additional funding in future years to awards made under this solicitation, through continuation awards. OJP will consider, among other factors, OJP’s strategic priorities, a recipient’s overall management of the award, and progress of award-funded work, when making continuation award decisions.

Under this solicitation, only one application by any particular applicant entity will be considered. An entity may, however, be proposed as a subrecipient (subgrantee) in more than one application.

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

³ Applicants should note that if funding is awarded, the grantee may not obligate, expend, or draw down funds until the Office of the Chief Financial Officer has approved the budget and budget narrative and a Grant Adjustment Notice has been issued to remove this special condition from the grant award.

Type of Award

OVC expects that under Purpose Area 1: Direct Services, awards will be made as grants. Under Purpose Area 2: TTA Provider, an award will be made as a cooperative agreement. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements⁴ as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Cost Sharing or Matching Requirement

This solicitation does not require a match.

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

- [Pre-agreement Costs \(also known as Pre-award Costs\)](#)
- [Limitation on Use of Award Funds for Employee Compensation; Waiver](#)
- [Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#)
- [Costs Associated with Language Assistance](#) (if applicable)

C. Eligibility Information

For eligibility information, see the title page.

For information on cost sharing or match requirements, see [Section B. Federal Award Information](#).

D. Application and Submission Information

What an Application Should Include

The following application elements MUST be included in the application submission for an application to meet the basic minimum requirements (BMR) to advance to peer review and receive consideration for funding: Program Narrative and Budget Detail Worksheet (including Budget Narrative).

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements, or that is nonresponsive to the scope of the solicitation.

⁴ The “Part 200 Uniform Requirements” means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

1. Application for Federal Assistance (Standard Form (SF)-424)

The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

Intergovernmental Review: This solicitation ("funding opportunity") **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the "Program is not covered by E.O. 12372.")

2. Project Abstract

Include a project abstract that summarizes the proposed project in 400 words or less.

Project abstracts should be—

- Written for and expected to be shared with a general public audience.
- Submitted as a separate attachment with "Project Abstract" as part of its file name.
- Single-spaced, using a standard 12-point Times New Roman font with 1-inch margins.

Project abstracts for Purpose Area 1 applicants should describe—

- geographic location to be served,
- population to be served,
- project partners, and
- direct services that will be provided.

Project abstracts for Purpose Area 2 applicants should describe—

- type of TTA services proposed, and
- when, where, and by whom those services will be delivered.

3. Program Narrative (90 percent of the overall scoring criteria, broken down below)

The program narrative should be concise and address the items described below. The format should be: double-spaced, standard 12-point Times New Roman font, have no less than 1-inch margins, and should not exceed 25 pages. Pages should be numbered.

If the program narrative fails to comply with these length-related restrictions, OVC may negatively consider such noncompliance in peer review and in final award decisions.

The following four sections should be included in the program narrative—

Purpose Area 1: Direct Services

a. Statement of the Problem (20 percent of scoring criteria)

This section should—

- i. use local data sources to describe the addiction crisis in the applicant's community;
- ii. describe how the local addiction crisis has contributed to increased rates of child and youth victimization; and
- iii. describe the current gaps in victim service for children and youth in the applicant's community.

b. Project Design and Implementation Plan (45 percent of scoring criteria)

The application must provide a clear link between the needs identified in the "Statement of the Problem" section above and proposed project strategy.

This section should describe the following:

- i. Target area—clearly state the jurisdictional or geographic area targeted.
 - ii. Target population—clearly state the population(s) of crime victims this project will target (e.g., infants, toddlers, children, teenagers, all ages).
 - iii. A plan to achieve the stated goal of this program—to provide direct services and support to children and youth who are crime victims as a result of the addiction crisis—using the objectives outlined on page 6.
 - iv. A plan to leverage other related efforts underway in your community (e.g., opioid task forces, community-based treatment programs) and a plan to work together with partners to ensure young crime victims are identified and served through this grant.
Note: Applicants must ensure there is no duplication of efforts and that other government funds are not being used for the same projects and services.
- c. **Capabilities and Competencies** (20 percent of scoring criteria)
This section should—
- i. Describe the applicant’s (and subrecipients’, if appropriate) history of providing crime victims services to children and youth.
 - ii. Describe the capacity of the applicant to successfully undertake this work, lead this project, and manage this grant.
 - iii. Determine a staffing plan that includes a project coordinator who will serve as the lead on this project for at least the equivalent of a .50 full-time employee.
 - iv. Identify key organizations and individuals that will help implement this project and describe the role of each.
 - v. Describe the applicant’s demonstrated history of working in partnership with addiction treatment programs, public health, public safety, or other victim service providers that represent multiple disciplines and perspectives. These may include first responders (e.g., law enforcement, fire, EMS), courts (including Drug Courts), corrections, health practitioners, child welfare, local community- and faith-based groups, and public and nonprofit crime victim services providers (e.g., Family Justice Centers, Children’s Advocacy Centers, domestic violence shelters and programs, rape crisis centers, human trafficking programs, and other victim service providers that are hospital-based, law enforcement-based, prosecution-based, or community-based).
 - vi. Identify any anticipated challenges (e.g., resources, policy and system barriers, training gaps).
 - vii. Describe any additional staffing, resource, and organizational capacity needs, and your plan to address these to carry out a successful project.
- d. **Plan for Collecting the Data Required for this Solicitation’s Performance Measures** (5 percent of scoring criteria)
OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables" in [Section A. Program Description](#).

Award recipients will be required to provide the relevant data by submitting quarterly performance data through the Transforming Victim Services module in OVC’s online Performance Measurement Tool (PMT), located at <https://ovcpmt.ojp.gov/>.

Applicants should visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

A response to this section should include the following:

1. A plan for collecting all of the performance measures data required by this solicitation. Applicants should review the applicable performance measures at <https://www.ovc.gov/grants/pdf/txt/TVS-questionnaire.pdf>.

Award recipients under this solicitation will be required to complete the following sections, including shared measures:

- I. Training
- IV. Data Gathering
- V. Collaborative Partnerships
- VII. Victim Services
- A. Training and TA Activities
- B. Partnerships
- C. Planning Activities, Policy and Procedural Changes

Reports generated from OVC's PMT system must be also uploaded to the Grants Management System (GMS) every six months. The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data, should it receive funding.

2. A description of the qualifications of the key staff who will be responsible for collecting data and a plan for using PMT and GMS.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Purpose Area 2: TTA Provider

- a. **Statement of the Problem** (20 percent of scoring criteria)

This section should describe—

- i. the addiction crisis being addressed, using a variety of data, if available;
- ii. how the addiction crisis has contributed to increased rates of child and youth victimization across the Nation;
- iii. the current nationwide gaps in victim services for children and youth; and
- iv. the gaps in available TTA to assist with these issues.

- b. **Project Design and Implementation Plan** (45 percent of scoring criteria)

The application must provide a clear link between the needs identified in the "Statement of the Problem" section above and proposed project strategy.

This section should describe the following:

- i. Target area—TTA provider's plan to support a range of jurisdictions and geographic areas.

- ii. Target population—TTA provider’s plan to target efforts to meet the needs of young crime victims affected by the addiction crisis.
- iii. A plan that uses proven strategies to support direct service grantees achieving the stated goal of this program—to provide direct services and support to children and youth who are crime victims as a result of the addiction crisis—using the objectives outlined on pages 6–7.
- iv. A plan to work with partners to effectively leverage other related efforts underway across the Nation and to identify and support young crime victims in communities across the Nation. Some examples of related efforts include state opioid responses, rural health and safety efforts, police and treatment team partnerships, community-based treatment programs, and opioid task forces.
Note: Applicants must ensure there is no duplication of efforts and that other government funds are not being used for the same projects and services.

c. **Capabilities and Competencies** (20 percent of scoring criteria)

This section should—

- i. Describe the applicant’s (and any partners’) history of providing effective TTA to support crime victim service providers working with children and youth.
- ii. Describe the capacity of the applicant to successfully undertake this work, lead this project, and manage this grant.
- iii. Determine a staffing plan that includes a project coordinator who will serve as the lead on this project for at least the equivalent of a .50 full-time employee.
- iv. Identify key organizations and individuals that will help implement this project and describe the role of each, including the treatment provider for neonatal abstinence syndrome.
- v. Describe the applicant’s demonstrated history of working in partnership with victim service and/or addiction treatment programs that provide services for young victims affected by addiction; public health; public safety; or other victim service providers that represent multiple disciplines and perspectives. These may include first responders (e.g., law enforcement, fire, EMS), courts (including Drug Courts), corrections, health practitioners, licensed substance abuse treatment providers, child welfare, local community- and faith-based groups, and public and nonprofit crime victim services providers (e.g., Family Justice Centers, Children’s Advocacy Centers, domestic violence shelters and programs, rape crisis centers, human trafficking programs, and other victim service providers that are hospital-based, law enforcement-based, prosecution-based, or community-based). Applicant’s should include letters of support from project partners, if applicable.
- vi. Identify any anticipated challenges (e.g., resources, policy and system barriers, training gaps).
- vii. Describe any additional staffing, resource, or organizational capacity needs and plans to address these to carry out a successful project.

d. **Plan for Collecting the Data Required for this Solicitation’s Performance Measures** (5 percent of scoring criteria)

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "Goals, Objectives, and Deliverables" in [Section A. Program Description](#).

Award recipients will be required to provide the relevant data by submitting quarterly performance data through the Transforming Victim Services module in OVC's online Performance Measurement Tool (PMT) located at <https://ovcpmt.ojp.gov/>.

Applicants should visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

Your response to this section should include the following:

1. A plan for collecting all of the performance measures data required by this solicitation. Applicants should review the applicable performance measures at <https://www.ovc.gov/grants/pdfxt/TVS-questionnaire.pdf>.

Award recipients under this solicitation will be required to complete the following sections, including shared measures:

- I. Training
- IV. Data Gathering
- V. Collaborative Partnerships
- VII. Victim Services
- A. Training and TA Activities
- B. Partnerships
- C. Planning Activities, Policy and Procedural Changes

Reports generated from OVC's PMT system must be also uploaded to the Grants Management System (GMS) every six months. The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

2. A description of the qualifications of the key staff who will be responsible for collecting data and a plan for using PMT and GMS.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations should follow the guidance under Note on Project Evaluations in the [OJP Grant Application Resource Guide](#).

4. **Budget Information and Associated Documentation** (10 percent of scoring criteria)
Use of OJP's Budget Detail Worksheet is required. See the Budget Preparation and Submission Information section of the [OJP Grant Application Resource Guide](#) for details on the Budget Detail Worksheet, and on budget information and associated documentation, such as information on proposed subawards, proposed procurement contracts under awards, and pre-agreement costs.

In preparing the budget, applicants should ensure the following:

- Proposed expenses—
 - align with the project design and implementation plan described in the application program narrative; and
 - are reasonable, cost effective, allowable, and necessary for project activities;
- Calculations are mathematically sound.
- Budget narratives—
 - provide clear and succinct justification for and explanation of the expenses, and
 - demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.⁵
- Distinctions are clearly made between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.330, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating an MOU partner, and a contract is for the purpose of obtaining goods and services for the grantee's own use

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

5. [Indirect Cost Rate Agreement](#)
6. [Financial Management and System of Internal Controls Questionnaire \(including applicant disclosure of high risk status\)](#)
7. [Disclosure of Lobbying Activities](#)
8. [Applicant Disclosure of Pending Applications](#)
9. [Applicant Disclosure and Justification – DOJ High Risk Grantees⁶](#) (if applicable)
10. [Tribal Authorizing Resolution](#) (if applicable)
11. [Research and Evaluation Independence and Integrity](#)
12. [Disclosure of Process Related to Executive Compensation](#)

13. Additional Attachments

- a. **Documentation of Rural Challenges** (if applicable)
As is mentioned above, OJP will give priority consideration in award decisions to applications that address specific challenges that rural communities face. Each applicant proposing to receive priority consideration under the rural priority should provide a sufficient narrative to include what makes the geographic service area rural (using U.S. Census or other appropriate government data), how isolated the area is from needed services, and how the applicant will address specific challenges in rural communities.
- b. **Documentation of High-Poverty Areas or Persistent Poverty Counties** (if applicable)
As mentioned above, OJP will give priority consideration in award decisions to applications that demonstrate that the individuals who will benefit from the requested grant reside in high-poverty areas or persistent poverty counties as defined above.

⁵ Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.

⁶ A "DOJ High Risk Grantee" is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

Each applicant proposing to receive consideration under the High-Poverty Areas or Persistent Poverty Counties priority should provide a sufficient narrative explanation to identify each specific High-Poverty Area (by census tract number(s)) and/or each specific Persistent Poverty County where individuals are intended to benefit from the requested grant and how the requested grant will address specific challenges in each such identified area and/or county.

c. **Documentation of Enhanced Public Safety in Qualified Opportunity Zones** (if applicable)

As is mentioned above, OJP will give priority consideration in award decisions to designated Qualified Opportunity Zones (QOZ). Each applicant proposing to receive priority consideration under the under the Qualified Opportunity Zones priority should provide a sufficient narrative explanation in order for OJP to identify clearly the public safety benefit the applicant anticipates that its project will have on a specified QOZ(s). The narrative and the list of affected QOZs (by census tract number) must be included as an attachment that is clearly labeled as addressing QOZs. The applicant may also include tables, charts, graphs, or other relevant illustrations that may be useful in comprehending the manner in which the proposed project is anticipated to benefit a QOZ(s).

How To Apply (Grants.gov)

Applicants must register in and submit applications through [Grants.gov](https://www.grants.gov), a primary source to find federal funding opportunities and apply for funding. Find information on how to apply in response to this solicitation under “How to Apply (Grants.gov)” in the [OJP Grant Application Resource Guide](#).

Registration and Submission Steps

Applicants will need the following identifying information when searching for the funding opportunity on Grants.gov:

- 16.582, Federal Direct Services, Training, and Technical Assistance
 - OVC-2020-17912
- Select the correct Competition ID. Some OJP solicitations posted to Grants.gov contain multiple purpose areas, denoted by the individual Competition ID. If applying to a solicitation with multiple Competition IDs, select the appropriate Competition ID for the intended purpose area of the application.
- Competition ID for Purpose Area 1: (OVC-2020-17917) – Direct Services
 - Competition ID for Purpose Area 2: (OVC-2020-17918) – Training and Technical Assistance (TTA) Provider

For information on each registration and submission step, see the [OJP Grant Application Resource Guide](#).

E. Application Review Information

Review Criteria

Applications that meet basic minimum requirements will be evaluated by peer reviewers using the following review criteria.

1. Statement of the Problem (20%)
2. Project Design and Implementation Plan (45%)

3. Capabilities and Competencies (20%)
4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (5%)
5. Budget (10%): complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities). Budget narratives should demonstrate generally how applicants will maximize cost effectiveness of grant expenditures. Budget narratives should demonstrate cost effectiveness in relation to potential alternatives and the goals of the project.⁷

Review Process

OVC reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation.

The following five paragraphs in this solicitation expressly modify the "Application Review Information" provisions in the OJP Grant Application Resource Guide. An applicant is to follow the guidance in these five paragraphs instead of the guidance stated under the "Application Review Information" heading in the guide.

Peer reviewers will review the applications submitted under this solicitation that meet basic minimum requirements. For purposes of assessing whether an application meets basic minimum requirements and should proceed to further consideration, OJP screens applications for compliance with those requirements. Although specific requirements may vary, the following are common requirements applicable to all solicitations for funding under OJP programs:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

For a list of the application elements that **MUST** be included in the application submission in order for an application to meet the basic minimum requirements, see "[What an Application Should Include](#)" under Section D. Application and Submission Information.

Peer review panels will evaluate, score, and rate applications that meet basic minimum requirements. OVC may use internal peer reviewers, external peer reviewers, or a combination, to assess applications on technical merit using the solicitation's review criteria. An internal reviewer is a current DOJ employee who is well-versed or has expertise in the subject matter of this solicitation. An external peer reviewer is an expert in the subject matter of a given solicitation who is not a current DOJ employee. Peer reviewers' ratings and any resulting recommendations are advisory only, but are considered carefully.

Other important considerations for OVC include geographic diversity, strategic priorities (specifically including, but not limited to, those mentioned above relating to addressing specific challenges that rural communities face, high-poverty areas or persistent poverty counties, and demonstrable potential enhancement to public safety in one or more federally designated QOZs), available funding, and the extent to which the Budget Detail Worksheet and Budget

⁷ Generally speaking, a reasonable cost is a cost that, in its nature or amount, does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision was made to incur the costs.

Narrative accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may take into account not only peer review ratings and OVC recommendations, but also other factors as indicated in this section.

F. Federal Award Administration Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Federal Award Notices](#)

[Administrative, National Policy, and Other Legal Requirements](#)

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

[Information Technology \(IT\) Security Clauses](#)

[General Information about Post-Federal Award Reporting Requirements](#)

In addition to the deliverables described in [Section A. Program Description](#), any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, quarterly performance measurement reports, semiannual progress reports, final financial and progress reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measures data.

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see page 2.

For contact information for Grants.gov, see page 2.

H. Other Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

- [Freedom of Information and Privacy Act \(5 U.S.C. 552 and 5 U.S.C. 552a\)](#)
- [Provide Feedback to OJP](#)

Appendix A: Application Checklist
OVC FY 2020 Enhancing Community Responses to America’s Addiction Crisis:
Serving Our Youngest Crime Victims

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in Grants.gov:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with Grants.gov:

- Acquire AOR and Grants.gov username/password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Biz POC (see [OJP Grant Application Resource Guide](#))

To Find Funding Opportunity:

- Search for the Funding Opportunity on Grants.gov (see [OJP Grant Application Resource Guide](#))
- Select the correct Competition ID (see page 16)
- Access Funding Opportunity and Application Package (see [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see [OJP Grant Application Resource Guide](#))

After Application Submission, Receive Grants.gov Email Notifications That:

- (1) application has been received,
- (2) application has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

If No Grants.gov Email Receipt, and Validation or Error Notifications Are Received:

- Contact the National Criminal Justice Reference Service (NCJRS) Response Center regarding experiencing technical difficulties (see page 2)

Overview of Post-Award Legal Requirements:

- Review the “[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2020 Awards](#)” in the [OJP Funding Resource Center](#).

Scope Requirement:

- The federal amount requested is within the allowable limits, specified by purpose area on page 8. Purpose Area 1 should be up to \$700,000, and Purpose Area 2 should be up to \$1.5 million, for a 3-year period of performance.

Eligibility Requirement: See the title page.

What an Application Should Include:

The following items are critical application elements required to pass Basic Minimum Requirements review. An application that OJP determines does not include the application elements that must be included in the application submission in order for the application to meet the basic minimum requirements, will neither proceed to peer review, nor receive further consideration.

- Program Narrative (see page 10)
- Budget Detail Worksheet (including Narrative)(see [OJP Grant Application Resource Guide](#))

- Application for Federal Assistance (SF-424) (see [OJP Grant Application Resource Guide](#))
- Project Abstract (see page 10)
- Program Narrative (see page 10)
 - Statement of the Problem
 - Project Design and Implementation Plan
 - Capabilities and Competencies
 - Letters of Support from Project Partners, if applicable
 - Plan for Collecting the Data Required for this Solicitation’s Performance Measures
- Budget Detail Worksheet (including Budget Narrative) (see [OJP Grant Application Resource Guide](#))
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Pending Applications (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High-Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))
- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))

- Disclosure of Process Related to Executive Compensation
(see [OJP Grant Application Resource Guide](#))

Additional Attachments

- Request and Justification for Employee Compensation; Waiver (if applicable)
(see [OJP Grant Application Resource Guide](#))
- Documentation of Rural Challenges (if applicable) (see page 15)
- Documentation of High-Poverty Areas or Persistent Poverty Counties (if applicable)
(see page 16)
- Documentation of Enhanced Public Safety in Federally Designated Qualified Opportunity Zones (if applicable) (see page 16)