

# Grants to Improve the Criminal Justice Response (ICJR) FY 2024

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Pre-Application Webinar  
March 14, 2024



U.S. Department of Justice  
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Office on Violence Against Women  
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# The Office on Violence Against Women



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The Office on Violence Against Women (OVW) provides federal leadership in developing the national capacity to reduce violence against women and administer justice for and strengthen services to victims of domestic violence, dating violence, sexual assault, and stalking.



Learn more about our grants at:  
[Justice.gov/OVW/Grant-Programs](https://Justice.gov/OVW/Grant-Programs)



[Justice.gov/OVW/](https://Justice.gov/OVW/)



@OVWJustice

# The ICJR Team

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# The ICJR Unit

Additional Program Solicitations  
are available in FY 2024!

1. [Grants to Improve the Criminal Justice Response \(ICJR\)](#)
2. [Enhancing Investigation and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking \(EIP\) Initiative Solicitation](#)
3. *(Coming soon!)*  
Demonstration Program on Trauma-Informed, Victim Centered Training for Law Enforcement on Domestic Violence, Dating Violence, Sexual Assault, and Stalking (Abby Honold) Program



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# Register or Update Accounts

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Strongly encouraged by  
March 20, 2024.

Organizations that have applied for funding previously must ensure that their accounts with SAM.gov, Grants.gov, and JustGrants are active and up to date.

- SAM.gov registration requires an average of 2-3 weeks
- Grants.gov registration takes an average of one week
- Register or update both soon

The Letter of Intent (optional but strongly encouraged) is due by March 20, 2024 via email to [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov).



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# Application Deadlines

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Accounts must be registered or updated to submit

The GRANTS.GOV deadline is April 30, 2024 at 11:59 PM EST; which includes:

- SF-424, the Application for Federal Assistance standard form and
- SF-LLL, the Disclosure of Lobbying Activities form

The JUST GRANTS deadline for the full application is May 2, 2024 at 8:59 PM EST.

Funding decisions are anticipated by October 1, 2024.



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# Agenda

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## Previewing the [ICJR FY 2024 Solicitation](#)

- Program Description
- Changes and What's New
- ICJR Purpose Areas
  - Activities that Compromise Victim Safety & Out-of-Scope Activities
- Priorities:
  - OVW Priority Areas
  - ICJR Statutorily Mandated Priorities
- Award Information
- Eligibility Information
- Application Content
- Grants & Financial Management Division on Budgets
- How to Apply
- Tips & Resources



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# ICJR Program

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# Grants to Improve the Criminal Justice Response (ICJR)\* Program Description

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\* Authorized by 34 U.S.C. §§10461-10465; implemented through regulations at 28 CFR Part 90, Subpart D.

The ICJR program assists state, local, and tribal governments, and courts, to improve the criminal justice response to domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law, and to seek safety and autonomy for victims.



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# What's New for FY 2024

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- Comprehensive legal services are now included (no more than 30%);
- Two new purpose areas (#25 and #26);
- Three Certifications of Eligibility are required to be eligible;
- Changes to award periods and amounts;
- Increased amounts for OVW-sponsored Training and Technical Assistance (TTA)
- Additional funding possibility for addressing OVW Priority Area 3



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# ICJR Purpose Areas

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# ICJR Purpose Areas

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- The ICJR Program has **26** purpose areas.
  - Funds must be used for one or more of these 26 purpose areas.
  - Successful grantees tend to focus on quality, not quantity, of purpose areas, which allows them to focus their project narrative, goals, and objectives.
- State/tribal **coalitions and victim service providers who apply as the lead applicant** may only seek funding to address **purpose areas 5, 10, and/or 17**.
- All are available at 34 U.S.C. § 10461(b)(1-26) and on page 7.



# ICJR Purpose Areas 1-2

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1. To implement offender accountability and homicide reduction programs and policies in police departments, including policies for protection order violations and enforcement of protection orders across State and tribal lines.
2. To develop policies, educational programs, protection order registries, data collection systems, and training in police departments to improve tracking of cases and classification of complaints involving domestic violence, dating violence, sexual assault, and stalking. Policies, educational programs, protection order registries, and training described in this paragraph shall incorporate confidentiality, and privacy protections for victims of domestic violence, dating violence, sexual assault, and stalking.



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# ICJR Purpose Areas 3-5

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3. To centralize and coordinate police enforcement, prosecution, or judicial responsibility for domestic violence, dating violence, sexual assault, and stalking cases in teams or units of police officers, prosecutors, parole and probation officers, or judges.
4. To coordinate computer tracking systems and provide the appropriate training and education about domestic violence, dating violence, sexual assault, and stalking to ensure communication between police, prosecutors, parole and probation officers, and both criminal and family courts.
5. To strengthen legal advocacy and legal assistance programs and other victim services for victims of domestic violence, dating violence, sexual assault, and stalking, including strengthening assistance to such victims in immigration matters.



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# ICJR Purpose Area 5 – Legal Services

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- Pursuant to VAWA 2022, applicants may now apply to support comprehensive legal services beyond providing legal assistance to obtain orders of protection, which may include:
  - assistance to an adult or youth victim (over the age of 11) of domestic violence, dating violence, sexual assault, or stalking relating to, e.g., divorce, parental rights, child support, tribal, territorial, immigration, employment, administrative agency, housing, campus, education, healthcare, privacy, contract, consumer, civil rights, protection or other injunctive proceedings, related enforcement proceedings, and other similar matters.
- Applicants that include legal services must limit direct legal services to no more than 30% of total project activities.
- *Applicants must submit a Delivery of Legal Assistance Certification.*



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# ICJR Purpose Areas 6-7

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6. To educate Federal, State, tribal, territorial, and local judges, courts, and court-based and court-related personnel in criminal and civil courts (including juvenile courts) about domestic violence, dating violence, sexual assault, and stalking and to improve judicial handling of such cases.
7. To provide technical assistance and computer and other equipment to police departments, prosecutors, courts, and tribal jurisdictions to facilitate the widespread enforcement of protection orders, including interstate enforcement, enforcement between States and tribal jurisdictions, and enforcement between tribal jurisdictions.



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# ICJR Purpose Areas 8-9

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8. To develop or strengthen policies and training for police, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence dating violence, sexual assault, and stalking against individuals 50 years of age or over, Deaf individuals, and individuals with disabilities (as defined in section 12102(2) of Title 42).
9. To develop State, tribal, territorial, or local policies, procedures, and protocols for preventing dual arrests and prosecutions in cases of domestic violence, dating violence, sexual assault, and stalking, and to develop effective methods for identifying the pattern and history of abuse that indicates which party is the actual perpetrator of abuse.



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# ICJR Purpose Area 10

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10. To plan, develop and establish comprehensive victim service and support centers, such as family justice centers, designed to bring together victim advocates from victim service providers, staff from population specific organizations, law enforcement officers, prosecutors, probation officers, governmental victim assistants, forensic medical professionals, civil legal attorneys, chaplains, legal advocates, representatives from community-based organizations and other relevant public or private agencies or organizations into one centralized location, in order to improve safety, access to services, and confidentiality for victims and families. Although funds may be used to support the colocation of project partners under this paragraph, funds may not support construction or major renovation expenses or activities that fall outside of the scope of the other statutory purpose areas.



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# ICJR Purpose Areas 11-14

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11. To develop and implement policies and training for police, prosecutors, probation and parole officers, and the judiciary in recognizing, investigating, and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals.
12. To develop, enhance, and maintain protection order registries.
13. To develop human immunodeficiency virus (HIV) testing programs for sexual assault perpetrators and notification and counseling protocols.
14. To develop and implement training programs for prosecutors and other prosecution related personnel regarding best practices to ensure offender accountability, victim safety, and victim consultation in cases involving domestic violence, dating violence, sexual assault, and stalking.



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# ICJR Purpose Areas 15-17

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15. To develop or strengthen policies, protocols, and training for law enforcement, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against immigrant victims, including the appropriate use of applications for nonimmigrant status under subparagraphs (T) and (U) of section 1101(a)(15) of Title 8.
16. To develop and promote State, local, or tribal legislation and policies that enhance best practices for responding to the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate treatment of victims.
17. To develop, implement, or enhance sexual assault nurse examiner programs or sexual assault forensic examiner programs, including the hiring and training of such examiners.



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# ICJR Purpose Areas 18-21

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18. To develop, implement, or enhance Sexual Assault Response Teams or similar coordinated community responses to sexual assault.
19. To develop and strengthen policies, protocols, and training for law enforcement officers and prosecutors regarding the investigation and prosecution of sexual assault cases and the appropriate treatment of victims, including victims among underserved populations (as defined in section 12291(a) of this title).
20. To provide human immunodeficiency virus testing programs, counseling, and prophylaxis for victims of sexual assault.
21. To identify and inventory backlogs of sexual assault evidence collection kits and to develop protocols for responding to and addressing such backlogs, including policies and protocols for notifying and involving victims.



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# ICJR Purpose Area 22

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22. To develop multidisciplinary high-risk teams focusing on reducing domestic violence and dating violence homicides by –
- (a) using evidence-based indicators to assess the risk of homicide and link high-risk victims to immediate crisis intervention services;
  - (b) identifying and managing high-risk offenders; and
  - (c) providing ongoing victim advocacy and referrals to comprehensive services including legal, housing, health care, and economic assistance.

*\* Note: Given the intensive nature of implementing purpose area 22, the only purpose area that can be combined with this is purpose area 3.*



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# ICJR Purpose Areas 23-24

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- 23. To develop, strengthen, and implement policies, protocols, and training for law enforcement regarding cases of missing or murdered Indians, as described in 25 U.S.C. §5704.
- 24. To compile and annually report data to the Attorney General related to missing or murdered Indians, as described in 25 U.S.C, § 5705.

*\* - Note: Proposals under these purpose areas must have the primary purpose of improving the criminal justice response to domestic violence, sexual assault, dating violence, and stalking as serious violations of criminal law, and seeking safety and autonomy of victims, as required by 34 U.S.C. § 10461(a).)*



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# ICJR Purpose Areas 25-26 (new with VAWA 2022) pg. 9

- 25. To develop Statewide databases with information on where sexual assault nurse examiners are located.
- 26. To develop and implement alternative methods of reducing crime in communities, to supplant punitive programs or policies. For purposes of this paragraph, a punitive program or policy is a program or policy that—
  - (a) imposes a penalty on a victim of domestic violence, dating violence, sexual assault, or stalking, on the basis of a request by the victim for law enforcement or emergency assistance; or
  - (b) imposes a penalty on such a victim because of criminal activity at the property in which the victim resides.





# Pop Quiz # 1

Victim service providers and state coalitions may only apply for which purpose areas as the lead applicant?

True or False?

Purpose area 5 now allows for additional legal services to be funded by ICJR, but only if more than 30%.

As the lead applicant, victim service providers and state coalitions may only apply for ICJR Purpose areas 5, 10, and 17.

False: Legal services may be funded by ICJR, but they may be no more than 30% of the award.



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# Activities that Compromise Victim Safety & Recovery or Undermine Offender Accountability

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- OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to avoid responsibility for their actions. Applications that propose any such activities may receive a deduction in points during the review process or may be eliminated from consideration.
- OVW may support survivor-centered alternative pathways to justice and non-criminal approaches to accountability that fall within the statutory scope of this program and do not compromise victim safety.
- Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the [FY 2024 Solicitation Companion Guide](#).



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# Out of Scope Activities

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- Research projects,
- Prevention activities,
- Family violence,
- Services related to Child Protection Systems / Dependency Proceedings,
- Services for Victims under the age of 11,
- Creation of sex offender registries,
- Policies, protocols, training, data collection, or reporting regarding missing or murdered Indigenous Persons,
- Criminal representation in legal services, and
- Tort cases in legal services.



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## Pop Quiz # 2

### True or False:

ICJR funds may be used to exonerate offenders.

ICJR funds may be used for a Department of Social Services investigation of a child sexual abuse case where the victim was 9 years old.

False: OVW funds do not allow offenders to avoid responsibility for their actions.

- Applications that propose any such activities may receive a deduction in points during the review process or may be eliminated from consideration.

False: Two parts are out of scope:

- 1) Child protection services, and
- 2) Case with victim under the age of 11 years old



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# OVW Priority Areas & ICJR Statutorily Mandated Priorities

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# OVW Priority Areas\*

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1. Advance equity and tribal sovereignty ... for survivors from historically marginalized and underserved communities.
2. Increase access to justice for all survivors.
3. Strengthen efforts to prevent and end sexual assault.

*Note – Though there are four OVW Priority Areas for FY 2024, the ICJR Program is only implementing #'s 1-3.*



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“

Advance equity and tribal sovereignty as essential components of ending sexual assault, domestic violence, dating violence, and stalking by improving outreach, services, civil and criminal justice responses, prevention, and support for survivors from historically marginalized and underserved communities, particularly those facing disproportionate rates or impacts of violence and multiple barriers to services, justice, and safety.

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## FY 2024 OVW Priority Area 1



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# OVW Priority Area 1

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- To receive special consideration for OVW Priority Area 1, applicants must provide training for law enforcement, prosecution, courts, and probation personnel, as well as statewide coalitions and victim service providers, on culturally specific and population specific responses to domestic violence, dating violence, sexual assault, and stalking.
- Any proposed training should come from an organization or subject matter expert(s) (SME) that provides direct services to, or has expertise working with, historically marginalized and/or underserved communities, whether nationally or locally recognized, as one of their primary purposes.



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Increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through exploration of survivor-centered criminal justice system reform.

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## FY 2024 OVW Priority Area 2



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# OVW Priority Area 2

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- To receive special consideration for OVW Priority Area 2, applicants must propose to implement victim advocate and law enforcement co-responder model programming to respond to domestic violence, including the development of policy, protocol, and training to support the model.
- Applicants must limit their project activities to the implementation of a co-responder model in their community.
- Co-responder models vary in practice, but generally involve law enforcement and advocates and/or clinicians working together in response to calls for service involving a person experiencing a crisis.



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Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.

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## FY 2024 OVW Priority Area 3



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# OVW Priority Area 3

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- To receive special consideration for OVW Priority Area 3, applicants must allocate at least 40 percent of grant-funded activities to addressing sexual assault (**including non-intimate partner sexual assault**) and select one or more of the following:
  - Purpose Areas 11, 13, 17-21, or 25
  - Page 11 of the solicitation provides examples of key activities that meaningfully address these purpose areas.
- Applicants proposing to implement 40 percent or more of their project activities to sexual assault response may apply for up to \$200,000 in additional funding.
  - If successful in receiving a FY 2024 award, such projects may be placed into a non-competitive pool at the end of the 36-month award period upon invitation by OVW. These projects could receive up to 24 months of additional funding



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## Pop Quiz # 3

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What happens when your application addresses an OVW Priority Area?

Applicants will be given special consideration during application review

- If they address OVW Priority Area #1-3



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# OVW Statutory Priorities

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Pursuant to 34 U.S.C. § 10462(b), the ICJR Program must prioritize applicants that:

- 1. Do not currently provide for centralized handling of cases involving domestic violence, dating violence, sexual assault, or stalking by police, prosecutors, and courts;
- 2. Demonstrate a commitment to strong enforcement of laws, and prosecution of cases, involving domestic violence, dating violence, sexual assault, or stalking, including the enforcement of protection orders from other states and jurisdictions (including tribal jurisdictions);
- 3. Have established cooperative agreements or can demonstrate effective ongoing collaborative arrangements with neighboring jurisdictions to facilitate the enforcement of protection orders from other States and jurisdictions (including tribal jurisdictions);



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- AND 4. In applications describing plans to further the purposes stated in purpose areas 4 and 7 above, will use the grant to develop and install data collection and communication systems, including computerized systems, and training on how to use these systems effectively to link police, prosecutors, courts, and tribal jurisdictions for the purpose of identifying and tracking protection orders and violations of protection orders, in those jurisdictions where such systems do not exist or are not fully effective.
- *An applicant will be awarded one additional point during application review process if the project proposes to address one or more of these statutory priority areas.*



# Questions?

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# ICJR FY 2024 Award Information

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# Award Periods & Amounts

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- All FY 2024 ICJR grantees will implement a 36-month award period, anticipated to begin on October 1, 2024.
- Awards will be made in the range of \$500,000 to \$1,000,000.
- OVW estimates that it will make up to 35 awards for an estimated \$23,000,000.
- OVW has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants before making an award or after an award is made but prior to access to funds.



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# Award Amounts

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- The proper budget amount depends on project type and your population size:
  - \$500,000 for projects with a service area population up to 400,000;
  - \$750,000 for projects with a service area population of 400,001 to 700,000;
  - \$1,000,000 for projects with a service area population above 700,000; and
  - \$1,000,000 for statewide projects, regardless of population size.
- An application addressing OVW Priority Area 3 may apply for up to an additional \$200,000 if they meet the discussed criteria. (pg. 10-11)
- The budget must span 36 months.
- Applicants must upload a service area map and include population size from the most recent credible government source.



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# Types of Applications

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- Awards will be made as grants, available to new and continuation applicants.
- Applicants that have an existing or recently closed (after April 30, 2023) award under this program. Continuation funding is not guaranteed.
  - Note: Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of March 31, 2024, without adequate justification, may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2024.



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## Pop Quiz # 4

Your service area includes a population size of 650,000 and your project proposes to use 50% of your activities to address sexual assault, including non-intimate partner sexual assault. What is your proper budget cap?

For how many years?

Base Budget (based on population size):

- \$750,000

If meeting OVW Priority Area #3 to meaningfully address sexual assault:

- an additional \$200,000

*Total potential budget cap:*

*\$950,000 over 3 years (36 months)*



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# Eligibility & Partnership Requirements

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# Who is Eligible to Apply?

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pg. 16

- 1) States,
- 2) Tribal Governments,
- 3) Units of Local Government,
- 4) Victim Service Providers with a government partner,\*
- 5) State Coalitions with a government partner,\* and
- 6) State and Local Courts (including juvenile courts).

*\* Partnerships to be discussed later in the presentation.*



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# Who is Eligible to Apply? (#1-3)

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- **States:** each of the several States and the District of Colombia, and except as otherwise provided, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands.
- **Units of Local Government:** any city, county, township, town, borough, parish, village, or other general purpose political subdivision of a state.
- **Tribal Governments:** means (A) the governing body of an Indian tribe; or (B) a tribe, band, pueblo, nation, or other organized group or community of Indians, including any Alaska Native village or regional or village corporation that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.
- 34 U.S.C. § 12291(a)(37), (47), & (43).



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# Not an Eligible Applicant ... Now What?

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Pursuant to 28 C.F.R. § 90.61(b), the following entities cannot apply as the lead applicant:

1. Police Departments or Sheriffs' Departments,
2. Pretrial Service Agencies, Probation, and Parole,
3. District or City Attorney Offices,
4. Universities,
5. Hospitals, and
6. Victim Service Nonprofits or State Coalitions who apply for ICJR Purpose Areas other than 5, 10, and 17.



# Who is Eligible to Apply? (#4)

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- **Victim service providers must apply with a government partner**
  - a nonprofit, nongovernmental or tribal organization or rape crisis center, including a State or tribal domestic violence and/or sexual assault coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including a domestic violence shelter, faith-based organization or other organization, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking.
- 34 U.S.C. § 12291(a)(50).
- *Note: Victim Service Providers may only apply to ICJR Purpose Areas 5, 10, and 17.*



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# Who is a Victim Service Provider? pg. 16

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- Victim service providers must provide direct services to victims of domestic violence, dating violence, sexual assault, or stalking as one of their primary purposes and have a demonstrated history of effective work in this field.
- Culturally specific, Tribal, faith-based, and population-specific organizations serving underserved communities that meet the definition of “victim service provider” are eligible to apply.
- *Note: Victim Service Providers may only apply to ICJR Purpose Areas 5, 10, and 17.*
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# Who is Eligible to Apply? (#5)

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- **State, tribal, or territorial domestic violence or sexual assault coalitions that partner with a State, tribal government, or unit of local government**
  - “State domestic violence coalition” means a program determined by the Administration for Children and Families, under 42 U.S.C. §§ 10402, 10411
  - “State sexual assault coalition” means a program determined by the Center for Injury Prevention and Control of the Centers for Disease Control and Prevention under the Public Health Service Act (42 U.S.C. 280b et seq.).
- 34 U.S.C. § 12291(a)(38)-(39).
- *Note: State and tribal coalitions may only apply to ICJR Purpose Areas 5, 10, and 17.*



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# Who is Eligible to Apply? (#6)

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- **State and Local Courts (including juvenile courts)**
  - any civil or criminal, tribal, and Alaska Native Village, Federal, State, local or territorial court having jurisdiction to address domestic violence, dating violence, sexual assault or stalking, including immigration, family, juvenile, and dependency courts, and the judicial officers serving in those courts, including judges, magistrate judges, commissioners, justices of the peace, or any other person with decision making authority.
  - 34 U.S.C. § 12291(a)(7).



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# Common Eligibility Issues

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- 1) The wrong governmental agency applies as the lead applicant, such as police department or district attorney's office.
- 2) A victim service agency or state coalition applies for a prohibited purpose area(s).
- 3) A governmental agency applies alone without a victim service provider or state coalition partner.
- 4) A court applies with its unit of local government (instead of in partnership with a victim service provider or state coalition partner).



## Pop Quiz # 5

District Attorney Perry Mason, Mercy Hospital, We Support You Victim Services, and the University of Hard Knocks want to apply together for ICJR. Who should be the lead applicant?

### We Support You Victim Services

- only if they have a governmental partner such as a state, tribal government, or unit of local government
- Prosecution offices,\* hospitals, and universities cannot apply as the lead applicant.

*\* Note = Prosecution offices and law enforcement should review our new program, the Enhancing Investigation and Prosecution (EIP) Initiative.*



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# Partnership Requirements

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## Government Applicants

(states, tribal governments, units of local government, and courts)

- Victim service provider
  - whose **primary function** is to provide **direct services to victims** of domestic violence, dating violence, sexual assault, and stalking.
- OR a state domestic violence or sexual assault coalition

## Victim Service Providers or DV/SA State or Tribal Coalitions

- State Government,
- Unit of Local Government, and
- Tribal Government.



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# ICJR Certification of Eligibility (COE) pg. 18

- Pursuant to 34 U.S.C. § 10461(c), **all applicants must provide Certifications of Eligibility (COEs)** about the laws, policies, and/or practices of its jurisdiction to qualify for an ICJR award.
- Each certification varies depending upon the **type of lead applicant** and whether their jurisdiction is in, or will come into, compliance.
  - **3 Certifications (ICJR, Prosecution, and Minor Certifications) are required for all applicants, except for Courts.**
- A victim service provider or state coalition cannot sign the COEs; their governmental partner must execute and sign the COEs.
- *Sample [ICJR Certifications of Eligibility are available online](#) and embedded into the solicitation.*



# ICJR Certification of Eligibility (COE) (cont.)

- The 3 COEs must be submitted on the letterhead of the governmental agency appropriate to the service area.
- A victim service provider or state coalition cannot sign the COEs; their governmental partner must execute and sign the COEs.
- These COEs must be signed by the Chief Executive Officer of the jurisdiction state, unit of local government, or tribal government partner.
  - “Chief Executive Officer” means the highest official of a state, unit of local government, tribe, or court.
  - Other government officials such as the District Attorney or Attorney General are not considered the Chief Executive Officer.
- *Sample [ICJR Certifications of Eligibility are available online](#) and embedded into the solicitation.*



# Prosecution Certification

pg. 19

- Beginning in FY 2023, VAWA 2022 added the Prosecution Certification to the ICJR Program, which requires compliance with three (3) components:
  1. Training regarding victim-centered approaches,
  2. Policies that support a victim-centered approach, informed by training,
  3. and protocol and procedures related to material witness petitions and bench warrants.
- Each jurisdiction **must come into compliance within 3 years of award.**
- The ICJR Unit will provide multiple training & technical assistance options and formats during the 36-month lifespan of the award.



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# Prosecution Certification (cont'd)

pg. 19

- To be eligible for an ICJR award, the Prosecution Certification is now *required for all applicants except for* Court applicants.
  - Note that only the governmental partners may execute and sign this certification (i.e. not a victim service provider or state coalition).
- *Sample Prosecution Certifications are online* and embedded into the solicitation.
- See 34 U.S.C. § 10461(c)(1)(F).



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# Minor Certification

pg. 19-20

- Also beginning in FY 2023, VAWA 2022 added the Minor Certification to the ICJR Program, which requires that the grantee:
  - certify that the laws, policies, and practices of the State or the jurisdiction in which the eligible grantee is located prohibits the prosecution of a minor under the age of 18 with respect to prostitution.
- Each jurisdiction **must come into compliance within the period ending on the date on which the next session of the State or Indian tribal legislature ends.**
- [Sample Minor Certifications are online](#) and embedded into the solicitation.
- See 34 U.S.C. § 10461(c)(1)(G).



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# Minor Certification (cont'd)

pg. 19-20

- To be eligible for an ICJR award, the Minor Certification is now *required for all applicants except for* Court applicants.
  - Note that only the governmental partners may execute and sign this certification (i.e. not a victim service provider or state coalition).
- *Sample Minor Certifications are online* and embedded into the solicitation.
- See 34 U.S.C. § 10461(c)(1)(F).



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# Court Certification of Eligibility

pg. 20

- Only one (1) COE is required for a Court applying as the lead applicant.
- The Court should choose whether it is currently in, or will come into, compliance with the requirements to be eligible for ICJR funding.
- [Sample Court Certifications are online](#) *and embedded into the solicitation.*
- See 34 U.S.C. § 10461(c)(1)(C-E).



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## Pop Quiz # 6

1) Who must sign the ICJR Certifications of Eligibility (COE's)?

2) Can a victim service provider or state coalition applicant sign the ICJR COE's?

1) The Chief Executive Officer of the jurisdiction's state, unit of local government, or tribal government lead applicant or project partner.

- "Chief Executive Officer" means the highest official of a state, unit of local government, tribe, or court.
- Examples include: the governor for a state applicant, the mayor or county executive for a unit of local government, or tribal chairperson for a tribal government applicant.

2) A victim service provider or state coalition cannot sign the COEs. Instead, their government partner should do so.



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# ICJR FY 2024 Application Package Components

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# Application Requirements

pg. 26+

- **Required for Eligibility**

- Data Required with Application
- Proposal Narrative (80 points)
- Budget Worksheet & Narrative (15 points)
- MOU and/or LOC (5 points)
- Certification of Eligibility
  - or Court Certification of Eligibility – if court applies as the lead applicant
- Prosecution and Minor Certifications – for all applicants except for courts

- **Other Necessary Components:**

- HIV Certification (only for states or units of local government lead applicants)
- Delivery of Legal Assistance Certification (if applicable)



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# Application Requirement Parts

pg. 26

- Data Required with Application

- Pre-Award Risk Assessment,
- Applicant Questionnaire, and
- FY 2024 ICJR Summary Data Sheet

- Proposal Narrative

- Purpose of the Proposal (20 pts)
- What Will Be Done (45 pts)
- Who Will Implement (15 pts)



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# Purpose of the Proposal

(20 points) pg. 26

- Highlights the needs of your community using data and educates the peer reviewers about your community and target population.
- Be sure to include:
  - Information about the prevalence of domestic violence, dating violence, sexual and stalking in your service area;
  - The required service area map and population size;
  - Descriptions of the service area and the communities, including underserved populations;
  - The challenge or need, current or prior efforts to address them, and barriers to having a survivor-centered and/or trauma-informed response with partners.



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# What Will Be Done

(45 points) pg. 26

- Explains the activities proposed to address the needs identified in the Purpose of the Proposal section.
- Tips and best practices:
  - Provide specific, measurable goals, objectives, and key activities;
  - Link the activities to the needs of the community as identified in the Purpose of the Proposal section;
  - Include a timeline covering all 36 months of the award;
  - Discuss how the project will address the needs of traditionally underserved communities; and
  - Ensure that there is appropriate resources and accessibility for people with disability, the deaf or hard of hearing, and people with limited English proficiency.



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# What Will Be Done (cont'd)

(45 points)

pg. 26

- If implementing OVW Priority Area 1, then:
  - identify and describe the culturally specific or population specific organization and/or subject matter expert(s) (SMEs) who would train, the proposed topic(s), who will be trained, and the desired outcome of such training.
- If implementing OVW Priority Area 2, then:
  - describe how the co-responder model project will be implemented. Include any necessary training and technical assistance needs, and the development of policies and procedures.
- If implementing OVW Priority Area 3, then:
  - identify and describe how 40 percent or more of the project activities will meaningfully address sexual assault response (including non-intimate partner sexual assault).



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# Who Will Implement

(15 points) pg. 27

- Describes the professional qualifications and demonstrates capacity of the lead applicant and project partners who are responsible for implementing the project.
  - Include job descriptions and/or resumes of all key positions and/or personnel
  - Demonstrate how the project partners will address barriers identified in the Purpose of the Proposal.
- If implementing OVW Priority Area 1, then:
  - identify and describe the expertise of the culturally specific or population specific training organization and/or subject matter expert(s) (SME's) as it relates to the project goals and activities.)



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# Budget Worksheet & Narrative (15 pts) pg. 28

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- Submit a detailed budget covering the 36 months of the award period.
- Take care to match or support the activities included in the What Will Be Done section and partners described in the Who Will Implement section.
- Include detailed calculations illustrating how costs were determined.
- Include funds to attend OVW sponsored Training and Technical Assistance in the amount of \$40,000 (or \$45,000 for AK, HI and US Territories)
- Include funds to support – or describe in-kind resources for – victims who are disabled, Deaf or hard of hearing, and as victims with Limited English Proficiency.
- If applying for OVW Priority Area #3, it may include an additional \$200,000 in funding.





# Unallowable Costs

pg. 30

1. Lobbying, except with explicit statutory authorization;
2. Fundraising;
3. Purchase of real property;
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting);
5. Construction.

*\* Note that recipients must receive prior approval before using grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event. Food and beverages are generally considered personal expenses for which government funds should not be used. Exceptions, examples, and justification information are further discussed on page 30 of the solicitation.*



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# Allowable Costs and Activities\*

- Note that grantees may use grant funds to provide finite emergency financial support for survivors who need assistance in order to participate in their legal or criminal justice process. Examples include:
  - gas cards, taxi, or Uber/Lyft fares to and from court;
  - hotel vouchers for emergency shelter in the period between an offender's release from jail and initial appearance;
  - emergency meals and/or necessary clothing and personal hygiene products to support appearance in court.
- All financial support would require that the application agree to implement internal policies and procedures to ensure accountability.



# OVW Grants & Financial Management Division

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# Grants Financial Management Division (GFMD)

## Summary Data Sheet (questionnaire)

- Single Audit (threshold and fiscal year)
- IRS three-step safe-harbor procedure (Executive Compensation)
- Sample Disclosure Letter
  - Address all four parts

## Pre-Award Risk Assessment (questionnaire)

- 11 questions; Multiple parts to each question
- Most Common issues:
  - Brief list of policies and procedures not provided
  - Budgeted vs Actual process not provided
  - Recorded Retention policy not provided
  - Knowledge of rules and regulations



# Resources

Training for OVW Applicants:

<https://www.justice.gov/ovw/resources-applicants>

Budget Information and Sample  
Budget Detail

Worksheet: <https://www.justice.gov/ovw/page/file/1107316/download>

Creating a Budget:

<https://www.justice.gov/ovw/video/creating-budget>

Uniform Guidance - 2 CFR Part 200

<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1>

DOJ Financial Guide:

<https://www.justice.gov/media/1282146/dl?inline=>

Program Specific Solicitation:

<https://www.justice.gov/ovw/open-solicitations>



# Contact Information

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OVW GFMD Helpdesk:  
1-888-514-8556

[OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov)



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# Additional Application Components

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# More Application Requirements

pg. 26+

## • Required for Eligibility

- Data Required with Application
- Proposal Narrative (80 points)
- Budget Worksheet & Narrative (15 points)
- MOU and/or LOC (5 points)
- Certification of Eligibility
  - or Court Certification of Eligibility – if court applies as the lead applicant
- Prosecution and Minor Certifications – for all applicants except for courts

## • Other Necessary Component:

- HIV Certification (only for states or units of local government lead applicants)
- Delivery of Legal Assistance Certification (if applicable)



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# MOU and/or LOC

(5 pts)

pg. 32

- The Memorandum of Understanding (MOU) is a document containing the terms of the partnership and the allocation of roles and responsibilities between two or more parties, and it must be included as an attachment to the application in JustGrants.
- The Letter of Commitment (LOC) is a letter affirming the intent to commit the specified resources towards the project by one party, and it must be included as an attachment to the application in JustGrants.
- The MOU **must** be a single document and **must** be signed and dated by the Authorized Representative of each proposed partner organization during the development of the application. OVW will accept electronic signatures.
  - [A sample MOU is available on the OVW website.](#)
- An LOC is permitted under limited circumstances. Please see pages 32-33 for circumstances where an LOC may be required.



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## Pop Quiz # 7

A court applicant is unable to enter into an MOU. The court is the lead applicant.

➤ True or False:

All project partners should submit LOC's and no MOU is required.

**True!**

❑ See page 33 of the solicitation.

- If the court is a project partner and unable to sign an MOU, the lead applicant should still submit an MOU signed by the applicant and any other non-court partners and the court partner should submit an LOC.
- LOCs submitted in lieu of an MOU under circumstances other than those defined above will not be accepted.



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# HIV Certification

pg. 22

- Pursuant to 34 U.S.C. § 10461(d), states and units of local government that receive ICJR Program funding shall not be entitled to 5 percent of their total award unless the state or unit of local government can certify that they have a law, policy, or regulation that complies with the statute,
  - Or if they will come into compliance within the period ending on the date on which the next session of the state or tribal legislative session ends.
- State and unit of local government applicants must submit a HIV Certification, Assurance, or Exemption.
  - Victim Service Provider and State Coalition applicants are exempt from this element of the application and may provide an exemption letter.
- [Sample HIV Certifications are online](#) and embedded into the solicitation.



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# Delivery of Legal Assistance Certification

pg. 21

- VAWA 2022 expanded the scope of legal assistance available to ICJR grantees from legal *advocacy* to legal *services*.
- Pursuant to 34 U.S.C. § 12291(b)(12), to be eligible for an ICJR award, any recipient or subrecipient providing legal assistance with funds awarded under this program must certify in writing that they comply regarding:
  1. The licensure or certification of the person providing legal assistance,
  2. The program training requirements,
  3. That victim service providers, state coalitions, and state and local law enforcement are informed of the scope of legal services work, and
  4. That organizational policies do not require mediation or counseling.
- A [sample Delivery of Legal Assistance Certification letter is online](#) and embedded into the solicitation.



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# Other Questions?

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# Application Submission Tips & Resources

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# Tip #1 – Start early!

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- Read the Solicitation carefully, early, and often!
- Some steps, such as obtaining a Unique Entity Identifier (UEI) number or registering with the System for Award Management (SAM) or Grants.gov, may take several days to complete.
- We recommend that applicants begin these processes as soon as possible but no later than the dates suggested in the solicitation:
  - Remember: SAM.gov registration can take an average of up to 2-3 weeks
  - Grants.gov registration can take an average of up to 1 week.



# How to Apply

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- Applicants may find this funding opportunity on Grants.gov by:
  - Using the Assistance Listing number (16.590),
  - Grants.gov Opportunity number (O-OVW-2024-171991), or
  - The title of this solicitation, all of which can be found on the cover page
- The FY 2024 application submission process is a **two-step process**
  - Application documents will be started in Grants.gov and fully submitting in JustGrants





# Applying through Grants.gov

pg. 25

- Applicants must complete the Application for Federal Assistance (SF-424) in Grants.gov.
  - Read the “Application for Federal Assistance (SF-424)” section in the solicitation carefully for all requirements (page 14).
- Applicants must complete and submit the Disclosure of Lobbying Activities (SF-LLL) in Grants.gov.
- After submitting these forms, the applicant will receive an email notification to complete the rest of the application in JustGrants. If the applicant is a new user in JustGrants, the email will include instructions on registering with JustGrants.



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# Applying through JustGrants (1 of 5)

pg. 25

- Applicants will then submit the full application, including attachments, in JustGrants.
  - Proposal Abstract – enter in a text box
  - Pre-Award Risk Assessment – survey in JustGrants
  - Applicant Questionnaire – survey in JustGrants
  - Summary Data Sheet – survey in JustGrants
  - Proposal Narrative – upload as an attachment
  - Budget Worksheet and Budget Narrative – upload as an attachment
- Read the solicitation carefully for other documentation required for all applications or when applicable.



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# Applying through JustGrants (2 of 5)

pg. 25

- In JustGrants, each applying organization has an assigned Entity Administrator who manages organization-level information and assigns other roles in the system. The Entity Administrator is also the E-Biz POC designated in SAM.gov.
  - For more information on registering with JustGrants, see [justicegrants.usdoj.gov](https://justicegrants.usdoj.gov).
- Within 24 hours of JustGrants receiving your application from Grants.gov, the user submitting the application in Grants.gov and the SAM E-Biz POC will receive emails with instructions to register for a JustGrants account.
- The emails are from DOJ's secure user management system (DIAMD). We recommend adding "DIAMD-NoReply@usdoj.gov" to your trusted sender list



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# Applying through JustGrants (3 of 5)

pg. 25

- The SAM E-Biz POC (Entity Administrator) must log in to JustGrants to confirm organizational information and add users. The user submitting the application in JustGrants is the Application Submitter.
- After registering for JustGrants accounts, the Application Submitter and Entity Administrator will receive emails from JustGrants with a link to the application started in Grants.gov.
- Alternatively, the Application Submitter can log in to JustGrants and locate the pending application in their Worklist on the home/landing page.
- Each lead applicant must have at least one Authorized Representative (with documented authority to sign an agreement with the federal government) designated on JustGrants.



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# Applying through JustGrants (4 of 5)

pg. 25

- Before the application is submitted, the Entity Administrator must log in to JustGrants to review the Authorized Representatives associated with the organization. If an Authorized Representative does not have a JustGrants account, the Entity Administrator will need to invite them to register.
- Within minutes of being invited to be an Authorized Representative, the individual will receive an email from [DIAMD-NoReply@usdoj.gov](mailto:DIAMD-NoReply@usdoj.gov) with instructions on how to create an account in DOJ's secure user management system.
- Once the Authorized Representative receives the email and completes the steps to create an account, the Authorized Representative will be available in JustGrants.



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# Applying through JustGrants (5 of 5)

pg. 25

- The Application Submitter will complete the application on JustGrants by entering data into web-based forms, uploading attachments, and accepting assurances and certifications. The Application Submitter will also need to select the Authorized Representative(s).
- Once all sections are completed, the Application Submitter will submit the application.
- The Application Submitter, Entity Administrator, and Authorized Representative will all receive emails from JustGrants confirming successful submission of the application.



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# JustGrants Resources

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The Department of Justice has made a collection of self-guided training resources, including training and a Virtual Q&A session on Application Submission, available at <https://justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle>



# Federal Civil Rights Law

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- Recipients of OVW funds must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination on the basis of disability and national origin
- Applicants must include funds or other resources in their budget to ensure access for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency





# Tip #2 – Follow the Instructions

pg. 24-25

- Read the solicitation carefully, early, and often!
- Review, and re-review the Application Checklist.
- OVW will not contact applicants for missing items on the list below.  
**Applications that do not include all the following documents will not be considered for funding:**
  1. Proposal Narrative
  2. Budget Detail Worksheet and Narrative
  3. Memorandum of Understanding (MOU) and/or Letter(s) of Commitment (LOC)



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# Technical Requirements

pg. 25

- Applications must adhere to the following technical requirements:
  - 1. Double-spaced (charts may be single-spaced)
  - 2. 8½ x 11 inch pages
  - 3. One-inch margins
  - 4. Arial font, type no smaller than 11 point, except for footnotes, which may be 9 point
- 5. Page numbers
- 6. No more than 20 pages for the Proposal Narrative
- 7. Documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
- 8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation



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# Tip #3 – Don't Duplicate

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- Do not submit “test” applications to see if Grants.Gov and JustGrants “works.”
- Please avoid submitting an application multiple times.
- Ensure your application is complete before hitting the “Submit” button at the end of the application in JustGrants.



# Tip #4 – Tell a Story ...

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- Assume that your reviewer knows nothing about your organization... because they are prohibited from engaging in external research.
- The best grant applications
  - paint a picture of the needs in their community,
  - introduce and develop the characters, and
  - explain what makes them unique, and
  - detail how the story could be different with additional funding.
- Show reviewers how you will implement your ideas and goals.
- Tell us your story...



# Tip #5 – ... and Dream Big

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- If you had \$1M (or \$500k), what would/could you do?
- How can you differentiate your community and project?
- How will survivors benefit from your ICJR award?



## Pop Quiz # 8

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1. When should you start your application?
2. When should you register for SAM.gov and Grants.gov?

- A) Yesterday.
- B) Today.
- C) April 30.
- D) May 2.

Question 1 – B good; A is best.

Question 2 – C.

Option D – The final submission deadline is May 2 at 8:59 pm ET – don't forget!



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# Resources

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- OVW Resources for Applicants:  
<https://www.justice.gov/ovw/resources-applicants> -
- OVW FY 2024 Solicitation Companion Guide:  
<https://www.justice.gov/ovw/media/1340701/dl?inline>
- DOJ Financial Guide:  
<https://www.ojp.gov/funding/financialguidedojo/overview>
- Program Specific Solicitations:  
<https://www.justice.gov/ovw/open-solicitations>
- Uniform Guidance - 2 CFR Part 200:  
<https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200>



## Contact Information

*\* Note that email is preferred, and please do not wait to make contact about any questions as inquiry volume is high during solicitation season.*

### Programmatic Questions:

- Email [OVW.ICJR@usdoj.gov](mailto:OVW.ICJR@usdoj.gov) (\* preferred) or call 202-307-6026

### Financial Questions:

- Email [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov) or call 888-514-8556

### Technical Questions:

- Grants.gov Applicant Support: Email [support@grants.gov](mailto:support@grants.gov) or call 800-518-4726
- OVW JustGrants Support: Email [OVW.JustGrantsSupport@usdoj.gov](mailto:OVW.JustGrantsSupport@usdoj.gov) or call 866-655-44824



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# Reminders



Submit in Grants.gov by 11:59 pm ET on **April 30, 2024.**



Applications are DUE in JustGrants by 8:59 pm ET on **May 2, 2024.**



Questions about ICJR? **OVW.ICJR@usdoj.gov**



# More Questions?

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