

OVW Fiscal Year 2024 Improving Criminal Justice Response (ICJR) Pre-Application Information Session Transcript

NATALIE TEAGUE: Good afternoon and welcome to the Pre-Application Information Session Webinar for the Grants to Improve the Criminal Justice Response, also referred to as the ICJR Program. My name is Natalie Teague, Grants Management Specialist. On behalf of the Office on Violence Against Women, also referred to as OVW, the ICJR team is convening this Pre-Application Information Session to go over the fiscal year or FY 2024 solicitation for the ICJR Program. The purpose of this session is to provide information regarding the ICJR Program and the solicitation. We will highlight a few key points in this presentation. However, it is not the intent, nor is there sufficient time, to go over every aspect of the solicitation in the ICJR Program. All applicants are responsible for reading the FY 2024 ICJR Solicitation and the OVW Solicitation Companion Guide to ensure a complete application is submitted. ICJR staff cannot provide any feedback to applicants about the quality of an applicant's proposal or provide any information outside of what is presented in this solicitation. However, we will be available throughout the period that the solicitation is open to respond to any questions about application requirements. Please feel free to send questions about the ICJR Program and Solicitation to the ICJR Program email mailbox at OVW.ICJR@usdoj.gov or call the OVW mainline at 202-307-6026. We will also pause periodically throughout this presentation to answer your questions live. It will be helpful to have the ICJR Solicitation in front of you for a point of reference during this information session. You may take a moment to open it if you have not already done so. Also, we will send these slides to you after the webinar, so please do not feel that you must remember or write down everything that we show or say today. You may use this presentation alongside the solicitation and the companion guide as you prepare for your application.

First, let me introduce the Office on Violence Against Women. The Office on Violence Against Women 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. At the bottom of the slide, you'll find our grant program website and social media handles to follow us. Next, allow me to introduce the ICJR team. Later in the presentation, you will hear from our Associate Director Aisha Battle. On the right side, you will see the grant managers on our team, including Debbie Tanaka, who will be assisting us today throughout the presentation and in the Q&A. Lashonde Beasley and Jason Petry send their regards and will be presenting in other upcoming ICJR Program presentations. Grant Manager Amanda Wilson is currently on detail with another federal agency and will return later this year, while we look forward to welcoming Adam Schutzman back from a detail in late March. Finally, please note our contact information at the bottom of this slide, which is available several times and at the end of the presentation.

While we are focusing on the oldest flagship program today, Grants to Improve the Criminal Justice Response or ICJR, please note that the ICJR unit oversees multiple

programs and that our team will release two additional solicitations in FY 2024. Our second currently posted solicitation is the Enhancing Investigation and Prosecution of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Initiative, or EIP, to which law enforcement agencies and prosecution offices may apply directly. The third forthcoming program is the Demonstration Program on Trauma-Informed, Victim-Centered Training for Law Enforcement on Domestic Violence, Dating, Violence, Sexual Assault, and Stalking Program, also known as the Abby Honold Program. Abby Honold is a self-described rape survivor, advocate, and activist from Minnesota who told her story of victimization which led to the passage of the Abby Honold Act in 2022. Law enforcement agencies will be eligible to apply for the Abby Honold Program once available in the coming weeks. The first two programs, again, ICJR and EIP, are currently posted on the OVW website under the Open Solicitation page, and there's a link to that page at the end of the presentation.

To apply for ICJR funding, an applicant must have a registered or updated account with the System for Award Management or SAM.gov, Grants.gov, and JustGrants, the grants management system for the US Department of Justice or DOJ. 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 registration requires an average of two to three weeks and Grants.gov registration takes an average of one week. We strongly encourage you to register or update your accounts by March 20th or as soon as possible. To keep all important dates together, please also note that the Letter of Intent, which is optional but strongly encouraged, is due by March 20th, 2024, via email to OVW.ICJR@usdoj.gov.

First things first, please mark your calendar for these critical dates. There are two deadlines for this application. The Grants.gov deadline is April 30th at 11:59 PM Eastern Time, which includes the SF-424, the Application for Federal Assistance standard form, and the SF-LLL, the Disclosure of Lobbying Activities form. If you don't submit these documents in Grants.gov, then you cannot submit the rest of the application in JustGrants. Again, it takes an average of one week for Grants.gov and so it's important to submit the Grants.gov documents sooner than later. The second deadline for JustGrants is May 2nd at 8:59 PM Eastern Time, which is the final deadline for the ICJR application submission. Finally, note that OVW anticipates announcing funding decisions by October 1 of 2024.

So, here is a quick look at what's on the agenda today. We will begin with an ICJR Program description, as well as what is new for fiscal year 2024. We will then review what you can do with ICJR funding through the purpose areas as well as what you cannot do. We will discuss both OVW Priority Areas and the ICJR Statutorily Mandated Priorities before announcing the award and eligibility information. We will discuss application content here from the OVW Grants and Financial Management Division or GFMD before walking through how to apply and sharing tips and resources. Again, we will stop for questions between each section and also answer any questions you may have at the end of the presentation. And as the announcement said at the beginning,

please make sure to put questions in the Q&A, not the chat throughout the presentation.

We begin with an overview of the ICJR Program. The ICJR Program is one of the oldest and largest OVW discretionary grant programs. The ICJR Program began as the Arrest Program in 1996 with the original authorization of the Violence Against Women Act, also known as VAWA. The ICJR Program assists state, local, and Tribal governments and courts to treat domestic violence, dating violence, sexual assault, and stalking as serious violations of criminal law and to seek safety and autonomy for victims. A coordinated community response is the hallmark of the ICJR Program and is encouraged throughout all projects. As you can see, the ICJR Program is authorized by 34 U.S. Code Sections 10461 through 10465 and is implemented through regulations at 28 Code of Federal Regulations or CFR Part 90, Subpart D.

Now, let's discuss what's new for this year. The Violence Against Women Act Reauthorization Act of 2022, or VAWA 2022, expanded legal assistance such that comprehensive legal services are now included but capped at no more than 30% of project activities and budget expenses. Additionally, VAWA 2022 expanded the Certifications of Eligibility such that all applicants, except for courts, must submit three certifications to be eligible to receive funding. These include, first, the ICJR Certification of Eligibility, second, the Prosecution Certification, and three, the Minor Certification. The project period is now a uniform 36 months for all applicants, both new and continuation. Also, the ICJR unit has increased award amounts and OVW-sponsored training and technical assistance, or TTA, amounts to reflect cost of living adjustments. Finally, we will discuss an additional funding possibility for projects that meaningfully address OVW Priority Area 3, which we will discuss here in the presentation. First, the ICJR Purpose Areas may be found at 34 U.S. Code 10461 through 10465 as well as pages seven through nine of this solicitation.

So, what can you do with ICJR Funding? The program has 26 purpose areas and ICJR Grant funds must be used to fund one or more of them. For those new to OVW Grant Programs, you may be wondering, "What is a purpose area?" Purpose areas are developed by Congress when it creates or amends the enabling statute for an OVW grant program. Purpose areas provide the general guidelines on how funds are to be used under the grant program. Successful grantees tend to focus on quality and not quantity of purpose areas, which allows them to focus on their project narrative goals and objectives. As you will see here, and in many slides to come, state and Tribal coalitions and victim service providers who apply as the lead applicant may only seek funding to address Purpose Areas 5, 10, and 17. While we list all purpose areas on these slides, please know that they're fully available at the statute I mentioned and beginning on page seven of this solicitation.

Purpose Area 1 projects implement offender accountability and homicide reduction programs that emphasize protection order violations and enforcement of protection orders across state and Tribal lines. Purpose Area 2 projects develop policies, educational programs, protection order registries, data collection systems, and training

in police departments to improve case tracking and classification, as you see here. Purpose Area 3 projects aim to centralize and coordinate specialized teams or units of police officers, prosecutors, parole and probation officers, or judges. Purpose Area 4 projects coordinate computer tracking systems and provide the appropriate training and education to ensure communication between police, prosecutors, parole and probation officers, and the criminal and family courts. Purpose Area 5 projects strengthen legal advocacy and legal assistance programs and other victim services, including strengthening assistance to victims and immigration matters. And so, a note about Purpose Area 5 legal services, especially because we have received several questions on this. Pursuant to VAWA 2022, applicants may now apply to support comprehensive legal services beyond providing legal assistance to obtain orders of protection. This may include assistance to an adult or youth victim over the age of 11 of domestic violence, dating violence, sexual assault, or stalking related to cases involving divorce, parental rights, child support, Tribal, territorial, immigration, employment, administrative agency, housing, campus, education, healthcare, privacy, contract, consumer, and civil rights cases. Applicants that include legal services must limit direct legal representation to no more than 30% of total project activities. Legal or court advocacy is not included in the 30% cap as it does not consist of direct legal services. As we will discuss later on, applicants to this purpose area must submit a delivery of legal assistance certification, and we will have links and templates for that later on.

Purpose Area 6 projects educate 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 aim to improve judicial handling of such cases. Purpose Area 7 projects provide technical assistance, computers, 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, as well as enforcement between Tribal jurisdictions. Purpose Area 8 projects 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. Purpose 9 projects focus on preventing dual arrests and developing effective methods for identifying the pattern and history of abuse that indicates which party is the actual perpetrator of abuse. Purpose Area 10 projects plan, develop, and establish comprehensive victim services and support centers, such as family justice centers, which are designed to bring together the various constituencies listed here into one centralized location with the goal of improving safety, access to services, and confidentiality for victims and families. Note that construction or major renovation expenses or activities do fall outside of the scope of ICJR funding. Purpose Area 11 projects 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, emphasizing the threat to the community for repeat crime perpetration by such individuals. Purpose Area 12 projects develop, enhance, and maintain protection order registries. Purpose Area 13

projects develop human immunodeficiency virus or HIV testing programs for sexual assault perpetrators and notification and counseling protocols. Purpose Area 14 projects 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.

We are over halfway through. Stay with me. Purpose Area 15 projects develop or strengthen policies, protocols, and training for law enforcement, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of DV, SA, and stalking, including the appropriate use of non-immigrant T visas for victims of crime and non-immigrant U visas for victims of crime. Purpose Area 16 projects 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. Purpose Area 17 projects develop, implement, or enhance sexual assault nurse examiner programs or sexual assault forensic examiner programs, including the hiring and training of such examiners. Purpose Area 18 projects develop, implement, or enhance Sexual Assault Response Teams or similar coordinated community responses to sexual assault. Purpose Area 19 projects 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 those from underserved populations. Purpose Area 20 projects provide HIV testing programs, counseling, and prophylaxis for victims of sexual assault. Purpose Area 21 projects identify and inventory backlogs of sexual assault evidence collection kits and develop protocols for responding to and addressing such backlogs, including policies and protocols for notifying and involving victims. Purpose Area 22 projects develop multidisciplinary high-risk teams, focusing on reducing domestic violence and dating violence homicides with the methods you see here. Note the intensive nature of implementing Purpose Area 2 and because of that, it can only be combined with Purpose Area 3.

And then we have received questions regarding whether it is just the development or also worth expanding an HRT, and it is for both. Purpose Area 23 projects develop, strengthen, and implement policies, protocols, and training for law enforcement regarding cases of missing or murdered Indians as described in 25 U.S. Code Section 5704. Purpose Area 24 projects compile and annually report data to the Attorney General related to missing or murdered Indians as described in 25 U.S. Code Section 5705. Note that proposals under these two purpose areas must have the primary purpose of improving the criminal justice response to domestic violence, sexual violence, dating violence, and stalking, as required by the ICJR statute. Purpose Area 25 projects develop statewide databases for information on where sexual assault nurse examiners are located. Purpose Area 26 projects develop and implement alternative methods for reducing crime in communities, to supplant punitive programs or policies, which are described in the sections listed here on the slide.

So, because we just covered a lot of material, here is your first pop quiz. As the lead applicant, victim service providers and state coalitions may only apply for which purpose areas? I'll give you a minute to think about that. So, again, as the lead applicant, victim service providers and state coalitions may only apply for ICJR Purpose Areas 5, 10, and 17. Now, your second question. True or false, Purpose Area 5 now allows for additional legal services to be funded by ICJR but only if more than 30%. Answer, false. Legal services may be funded by ICJR now, but they may be no more than 30% of the award.

So, on page 17, you will find activities that compromise victim safety and recovery. Note that 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 application review process or may be eliminated from consideration. OVW may support victim-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. You can find more on this topic in the Fiscal Year 2024 Solicitation Companion Guide, which is linked on this slide and will be when they are posted.

So, we have talked about what you can do with ICJR. Now, what cannot be done with ICJR? First, research projects, are a systematic investigation designed to develop or contribute to generalizable knowledge. Surveys and focus groups may constitute research and, therefore, be out of scope, but note that assessments conducted for internal improvement purposes only may be permissible. For more information on distinguishing between the two, you can look up the Solicitation Companion Guide. Second, grant funds may not be used for prevention activities. Grantees are only permitted to engage in outreach activities to inform potential victims about the availability of services. Third, grant funds may not be used to investigate, prosecute, and/or provide services in family violence cases involving violence between a parent or guardian and child or violence between siblings. Grant funds also may not be used for caregiver abuse of elders, and other vulnerable adults unless the caregiver is the victim's intimate partner. However, these limitations do not apply to grant funds directed toward addressing sexual violence. Number four, grant funds may not be used to provide support or services related to a child protection system or dependency process, unless the proceedings or processes relate to or arise out of domestic violence, dating violence, sexual assault, or stalking of a child's parent or guardian.

Next, grant funds may not be used to investigate, prosecute, and/or provide services in cases involving victims under the age of eleven unless, one, the abuse was part of a pattern of conduct that began when the victim was under age eleven and continued after the victim reached or exceeded the age of eleven and/or, two, services for the victim under age eleven are ancillary to those available to the child's parent or guardian, which is the victim of domestic violence, dating violence, sexual assault, and/or stalking. Next, grant funds may not be used to create sex offender registries. They may not be used for policies, protocols, training, and/or data collection and

reporting that do not further the purpose of the ICJR Program. For projects providing legal assistance, grant funds may not be used for criminal representation of victims charged with crimes. However, grant funds may be used for post-conviction relief proceedings in which the conviction of a victim is related to or arising from domestic violence, dating violence, sexual assault, or stalking. Also, for projects involved in providing legal assistance, representation in tort cases would be out of scope. However, grant funds may be used to provide assistance in obtaining restitution in a protection order or criminal case. You will find all of this information on page 13 of this solicitation. I should also take a moment to say as we go through the presentation, you'll see the page number that corresponds with the solicitation in the upper right of the slides as we proceed.

Pop quiz number two. True or false, ICJR funds may be used to exonerate offenders. 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. Second question. ICJR -- this is true or false. ICJR funds may be used for a Department of Social Services investigation of a child sexual abuse case where the victim was nine years old. False. There are two parts that are out of scope here. One, it's a child protection services proceeding, and two, it is a case with a victim under the age of 11 years old, which would both be out of scope for ICJR.

And now, please allow me to introduce Aisha Battle, the ICJR Associate Director who will share more about the OVW Priority Areas and the ICJR Statutorily Mandated Priority Areas. Aisha.

AISHA BATTLE: Thank you so much, Natalie. Each year, OVW leadership identifies priority areas for which grant programs will give special consideration and/or point preference in the application review process. You will find these on page 10.

In FY 2024, the ICJR team is implementing three OVW Priority Areas: one, advanced equity in Tribal sovereignty for survivors from historically marginalized and underserved communities; two, increased access to justice for all survivors; and three, strengthening efforts to prevent and end sexual assault. Please note that though there are four OVW Priority Areas for FY 2024, the ICJR Program is only implementing three of the priority areas.

So, Priority Area 1, the FY 2024 OVW Priority Area 1 is to 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 response, prevention, and support for survivors from historically marginalized and underserved communities, particularly those facing disproportionate rates of impact of violence and multiple barriers of service, justice, and safety. For Priority Area 1 to receive special consideration, 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 that provides direct services to or has expertise in working with historically marginalized and/or underserved communities, whether nationally or locally recognized, as one of their primary purposes. For more information, please see page 10 of the solicitation.

The FY 2024 OVW Priority Area 2 is to increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through the exploration of survivor-centered criminal justice system reform. To receive special consideration for 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 model varies in practice but generally involves law enforcement and advocates and/or clinicians working together in response to calls for service involving a person experiencing a crisis. You may find this on solicitation page 10 as well.

The FY 2024 OVW Priority Area 3 is to strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses. To receive special consideration for OVW Priority Area 3, applicants must allocate at least 40% 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, 18, 19, 20, 21, or 25. You can, of course, see all of this on page 11 of the solicitation, which provides examples of key activities that meaningfully address these purpose areas. Applicants proposing to implement 40% or more of their project activities in sexual assault response may apply for up to \$200,000 in additional funding. If successful in receiving an 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.

So, who is keeping score? We're at pop quiz number three. What happens when your application addresses an OVW Priority Area? Well, what happens is applicants will be given special consideration during the application review process, and that is for addressing Priority Areas 1, 2, or 3. And I'll repeat that. Applicants will be given special consideration during application review for OVW Priority Areas 1, 2, and 3.

So, stay with us, everyone, because we know we have purpose areas, OVW Priority Areas, and statutory priority areas, which is a lot. So, these are ICJR Statutory Priority Areas to be distinguished from the OVW Priority Areas. So, I'm going to cover those in this slide and the next. There are four. The first is pursuant to 34 U.S.C Section 10462(b), the ICJR Program must prioritize applicants that, one, do not currently provide for centralized handling of cases involving domestic violence, dating violence, sexual assault, or stalking by police, prosecutors, or courts. Number two, demonstrate a commitment to strong enforcement of laws and prosecution of cases involving domestic violence, dating violence, sexual assault, and stalking, including the

enforcement of protection orders from other states and jurisdictions, including Tribal jurisdictions. The third thing ICJR must prioritize is to have established cooperative agreements or demonstrate effective ongoing collaborations and arrangements with neighboring jurisdictions to facilitate the enforcement of protection orders from other states and jurisdictions, including Tribal jurisdiction. And number four is, ICJR must prioritize applications describing plans to further the purposes stated in Purpose Areas 4 and 7 above, which Natalie spoke about earlier. Those applicants 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 the application review process if the project proposes to address one or more of the OVW Statutory Priority Areas. You can see page 12 of the solicitation for more information on this. Next slide.

So, I'm going to open up the floor for questions now because we have covered a great deal of information to see if anyone has a question at this time. Please remember to put your questions in the Q&A box.

DEBBIE TANAKA: Yes. Thank you so much, Aisha, and everyone who has entered questions in the Q&A box. We do have some questions in the box that I'll be reading aloud for everyone and asking Aisha and Natalie of our ICJR team. And then, we also have some questions that we received with the registrations that I'll also read aloud.

So, the first question is, "In what ways can we prove that our activities meet the 40% sexual assault response priority area assuming victim services numbers?"

AISHA BATTLE: Oh, fabulous question. So, you can assure that it meets the 40% in two ways, both through your activities and the budget line items connected to those activities. And please, whoever asked the question, if I am not answering directly, please include additional information or come off mute if you feel comfortable. But you can prove this through your project activities. I think that what you were alluding to is not having specific victim services numbers and who you would be serving, and we will go over this later when we talk about the Proposal Narrative. When you are actually proposing, "I am going to train on this. We are creating policies around this or that..." and how much time and the amount of time that is in your project. And so, if you have 10 goals and objectives, please don't. But if you have ten, then four of those should be focused on sexual assault. And so, looking at that 40% of your project actually activities in which you are working towards achieving, whether it'd be the development of products around those activities or actually, for instance, going out and wanting to train SANEs, that those equate to 40% of all activities that you're proposing to do. And I see Natalie has come off mute, so I will see if she has anything additional to add.

NATALIE TEAGUE: Thank you, Aisha. The only thing I would add to that is if you'll refer back to the slides and also the solicitation, I believe on pages 10 and 11, we have

listed the purpose areas that will meet the OVW Priority Area 3, as well as a list of key activities that are considered to meaningfully address the priority area. And that's all I have. Thank you.

AISHA BATTLE: Thank you.

DEBBIE TANAKA: Great. Thank you, Aisha, and Natalie. Another question that we have is, "When proposing partnerships of organizations, are Letters of Support sufficient, or must MOUs/MOAs be established at the proposal stage?"

NATALIE TEAGUE: Great question. So, in recent years, we have requested a partnership agreement. We have gone back to a full MOU or LOC, and we are going to discuss more about that later in the presentation, so hold that thought.

DEBBIE TANAKA: Great. Thank you, Natalie. And another question is for number 10, "Plan, develop, and establish FJCs. Can an existing FJC apply under this purpose area?"

AISHA BATTLE: Why, yes, they can. And just to clarify for everyone, FJCs can apply, but also the co-location of services can be funded under that purpose area. And so, if your community has a different structure for bringing different groups within your CCR together or that serve victims together, then you can also apply for that purpose area.

DEBBIE TANAKA: Thank you. Another good question that we received is, "Several purpose areas are connected to offender accountability and coordinated community response efforts. Can funds be used to support programs that address offender accountability? If yes, under which purpose areas?"

AISHA BATTLE: For offender accountability -- I guess I'm going to just put this out there and I apologize if I missed this in the question. I would assume you're talking about, like, a batterer's intervention or abusive partner intervention programming. And if that is the case, yes, you can address it. There are actually multiple purpose areas that you can address it through depending on what entity you are addressing it through. And so, if you could provide additional information, we can certainly help you. I will say, in navigating which purpose area you can apply to, I encourage you to email us that question so we can have a thoughtful response about that. Thank you.

DEBBIE TANAKA: Okay. Thank you. Another question is, "Would a statewide database tracking domestic violence homicides be an allowable expense under this grant?"

AISHA BATTLE: I believe so, yes.

DEBBIE TANAKA: Great. So, this question is quite lengthy. I'm going to read it and let me know if you want me to repeat any areas, but it is, "Do the qualifications for training under Priority Area 2, (and let's 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 and any proposed training should come from an organization or a subject matter expert that provides direct services to or has expertise in working with historically marginalized and/or underserved communities, whether nationally or locally recognized is one of their primary purposes) also apply to Priority Area 3 under Purpose Area 11?"

AISHA BATTLE: That was quite lengthy, Debbie, and I will say that I am a little confused, so if I do not answer your question as asked, please clarify in the Q&A. The priority areas and purpose areas are separate, and I know that there are lots of priorities and purpose areas, so, just to let everyone know, the ICJR Program has 26 purpose areas, and all applicants must apply to a purpose area. Applicants can also choose to apply for an OVW priority area for special consideration and they can then choose to apply to an OVW statutory priority area to get one additional point if they are found to be meaningfully doing that work. Looking at the purpose areas and the priority areas, you can do Priority Areas 1, 2, or 3, or you can choose to say, "I want to do multiple priority areas." But there is no requirement that you do all of the priority areas together."

NATALIE TEAGUE: Well done, Aisha. I will say, I had to open the Q&A to follow through this whole question and--oh, it just moved again on me but being able to read the actual text, it looked like that the questioner was asking if they could address both Priority Areas 2 and 3 within Purpose Area eleven, which is specific to developing and implementing policies and training for police, prosecutors, et cetera in recognizing, investigating, and prosecuting instances of sexual assault, emphasizing other threats to the community for repeat crime perpetration by such individuals. Really, great question and yes, I think that probably would be possible. Would you agree, Aisha?

AISHA BATTLE: I would, yes.

NATALIE TEAGUE: Fantastic. Thank you all so much. I think what we might do is we might go ahead and proceed a little bit further with the presentation at this point in time. The questions are wonderful, they're keeping our toes, so please keep them coming. And thank you so much, Debbie, for helping us to navigate them. And Aisha, I will turn this back to you.

AISHA BATTLE: Thank you, Natalie, and thank you, everyone, for your questions. So, next slide. And I apologize, my screen has moved a bit, so bear with me for one moment.

So, back to the ICJR FY 2024 award information, we will now discuss that which can be found at the beginning of page 14. For FY 2024, ICJR grantees will implement a 36-month award period anticipated to begin on October 1, 2024. This is for both new and continuation grantees. Awards will be made as grants in the range of \$500,000 to \$1 million. OVW estimates that it will make up to 35 awards for an estimated \$23 million. 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.

The proper budget amount depends on the project type and your population size. Five hundred thousand dollars is available for projects with a service area population of up to 400,000 people. Seven hundred and fifty thousand dollars is available for projects with a service area population of 400,001 people up to 700,000. And \$1 million is available for projects with a service area population above 700,000. And \$1 million is available for statewide projects regardless of population size. An application addressing OVW Priority Area 3 may apply for up to an additional \$200,000 if it meets the discussed criteria discussed on pages 10 and 11 of the solicitation. The budget must span 36 months if the award period is 36 months. Applicants must upload a service area map and include population size for the most recent credible government source. Next slide.

As I said, awards will be made as grants, and they will be available to both new applicants and continuation grantees. Applicants that have an existing or recently closed award, which means applicants that had an award that closed after April 30th, 2023, under this program will be considered a continuation grantee. Continuation funding is not guaranteed. Note that current grantees with a substantial amount of unobligated funds remaining, 50% or more of their current award funds as of March 31st, 2024, so the end of this month, without adequate justification, may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2024.

And with that, it's time for another pop quiz. So, your service area includes a population size of 650,000 people 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, and for how many years? Your base budget, based on population size, should be \$750,000. Now, if meeting OVW Priority Area #3 to meaningfully address sexual assault, you can include an additional \$200,000 in your budget. Therefore, the total potential budget cap would be \$950,000 over three years or thirty-six months for this proposed project serving \$650,000 and proposing to meet OVW Priority Area #3 meaningfully. And now, I'm going to turn it back to Natalie.

NATALIE TEAGUE: Thank you so much, Aisha. So, next, we will turn to the who of ICJR in terms of who is eligible to apply. There are six groups that are eligible for ICJR funding -- states, Tribal Governments, units of local government, victim service providers with a government partner, state coalitions with a government partner, and state and local courts including juvenile courts. As you will see, there's an asterisk here that refers to partnerships, which we are going to discuss a little further on. Eligibility information may be found on pages 16 and 17 of the solicitation, and we're going to talk about each one now.

So, the term "state" means the 50 states, the District of Columbia, Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands. The term unit

of “local government” means any city, county, town, township, borough, parish, village, or other general purpose political subdivision of a state. And then, the term “Tribal Government” means either the governing body of an Indian Tribe or a Tribe, band, pueblo, nation, or other organized group or community of Indians including any Alaska Native village, 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. You will find these definitions on page 16 as well as the statutory citations for each in the bottom right of this slide. Even though we just discussed eligible governmental entities, note that pursuant to ICJR regulation, the following entities cannot apply as the lead applicant. Police departments or sheriff departments, pre-trial service agencies, probation and parole, district or city attorney offices, universities, hospitals, and victim service providers or state coalitions who apply for ICJR purpose areas other than five, ten, and seventeen.

Now that we have discussed eligible governmental entities, we will turn to non-governmental eligible entities. A victim service provider may apply for ICJR funding as the lead applicant if partnering with a state, Indian Tribal Government, or unit of local government. A victim service provider is defined as a non-profit, non-governmental, or Tribal organization 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. These organizations may include 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. You can find the statutory definition citation there. Again, note that victim service providers may only apply to ICJR Purpose Areas 5, 10, and 17.

So, who is a victim service provider? We've also received this question in advance of today's session. 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. You can also find more on page 16 of this solicitation. Moving on to the fifth category of eligibility, state domestic violence or sexual assault coalitions are the fifth category of eligible applicants. The full definitions for these terms are available here on the statutory citation and they may be found on page 16. State and local courts, including juvenile courts, are the last but certainly not least eligible entities that may apply for ICJR funding. The term “courts” means 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 dependent 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. You can find this information in the statutory citation there and on page 16 as well.

Next, we wanted to share some common reasons why applications will be removed from consideration based upon eligibility issues. First, if the wrong governmental agency applies as the lead applicant, such as the police department or district attorney's office applies. And if you do, please check out our other solicitation, the EIP Initiative which was discussed outside of the presentation. With--both of these can apply directly. Moving on to number two, a victim service agency or state coalition that applies for a prohibited purpose area. Three, a governmental agency, if they apply alone without a victim service provider or state coalition partner. Four, if a court applies with its unit of local government instead of in partnership with a victim service provider or state coalition partner.

So, you guessed it, pop quiz number five. 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? This is where I wish we could start hearing from you all, but we'll go ahead and keep going. So, the answer is We Support You Victim Services, but only if they have a governmental partner such as a state, Tribal Government, or unit of local government. Remember that even though they want to partner with the district attorney's office, prosecution offices, hospitals, and universities cannot apply as the lead applicant. I guess I've already said this once, but I'll say it again -- if prosecution offices and law enforcement would like to apply directly, please review our newest program, the Enhancing Investigation and Prosecution, EIP Initiative. Kindly note that we have a pre-application webinar to discuss just that program next Tuesday, March 19th, at 2:00 PM Eastern. And I'm going to request that one of my lovely OVW colleagues put the registration link in the chat as we would love to see you again then.

Moving on to partnership requirements. As the Coordinated Community Response or CCR is at the heart of the ICJR Program, every applicant must apply with a cross-sectional partner, but it can't just be any partner because the ICJR Program is quite specific. Government applicants as the lead applicant, including states, Tribal governments, units of local government, and courts, must partner with either one, a victim service provider whose primary function is to provide direct services to victims, or two, a state or Tribal domestic violence and/or sexual assault coalition. And then on this side, if a victim service provider or DV or SA state or Tribal coalition is applying as the lead applicant, they must partner with either a state government, a unit of local government, or a Tribal Government. Note that courts are not included in that list and that is not a viable partner or a victim service provider being the lead applicant. Note that having a partner is a requirement to be eligible for ICJR funding, meaning that if you don't have a partner or their proper partner, your application can be removed from consideration.

Speaking of eligibility requirements, we will now turn to one of the most difficult parts of the ICJR application, which is eligibility, which is one of the eligibility requirements to receive the funding. So, pursuant to 34 US Code Section 10461 C, all applicants must provide certifications of eligibility about the laws, policies, and/or practices of the jurisdiction in order to qualify for an ICJR award. Note that parts of these are new with

VAWA 2022. If you are a continuation applicant or you have applied previously, you will note that tip that in the past there was one certification of eligibility. That one remains. There are just additions to it at this point due to VAWA 2022. Each certification varies depending upon the type of lead applicant and whether their jurisdiction is in or will come into compliance. So, again, there are now three certifications, the traditional former historical ICJR certification, and then the prosecution and minor certifications, which are required of all applicants except for courts. The next twist of heads is keeping in mind that a victim service provider or state coalition cannot sign the certifications of eligibility. What that means is that if a victim service provider or state coalition is applying as the lead applicant, their required governmental partner is the one who must prepare and sign the certificate of eligibility. So, we're going to review them now, but I will note, and you'll see at the bottom of every slide, and these links will be embedded here. They're also embedded in the solicitation beginning on page 18. We have an entire sample template packet that we highly recommend that you take advantage of when you are preparing this.

So, the three certifications of eligibility must be submitted on the letterhead of the governmental agency appropriate to the service area. And again, we keep saying this because this is one of the issues we see over and over. And we want everyone to be able to make it through so that we can review and hopefully give you funding. So, again, a victim service provider or state coalition cannot sign the certifications of eligibility. Again, their governmental partner, their required governmental partner must be the ones to prepare and sign the certifications of eligibility. These certifications of eligibility must be signed by the chief executive officer of the jurisdictional state, unit of local government, or Tribal Government partner. Who is the chief executive officer? A chief executive officer in this context means the highest official of either a state, unit of local government, Tribe, or other court. Government officials such as a district attorney or attorney general are not considered the chief executive officer. Once again, you will see that there are samples available by link and also on page 18 of the application.

Moving on to the second required certification, beginning in fiscal year 2023, VAWA 2022 added the Prosecution Certification to the ICJR Program, which requires compliance with these three components that you see on your slide. One is training in regarding victim-centered approaches. Two, policies that support a victim-centered approach informed by training. And three, protocol and procedures related to material witness petitions and bench warrants. And this is a really, really big thing. So, everyone, hello. Pay attention right here. Even if not implementing a prosecution-specific project, meaning, one, the Purpose Area 3, for example, for a specialized prosecution unit. So, I'll say it one more time. Even if not implementing a prosecution-specific project, each jurisdiction that applies and receives funding must come into compliance with the Prosecution Certification within three years of the award. This means that if the service area is the state, the state governor, for example, must sign the Prosecution Certification attesting to whether the applicant is in or will come into compliance with the Prosecution Certification requirements or the service area. The ICJR will provide multiple training and technical assistance options and formats during the 36-month lifespan of the award to meet these requirements. So, don't worry, we

have your back. But again, I know I'm saying it over and over again, but it's so important. It's so important to be eligible for an ICJR award, the Prosecution Certification is required for all applicants except for the court applicants. Note that only a governmental partner or a governmental lead applicant can prepare and sign the certification, so a victim service provider or state coalition applicant would have to have their governmental partner prepare and sign the Prosecution Certification. Samples are available here and embedded into the solicitation. They are coming from the statutory language, which you will find here, and you can also refer to pages 19 through 20 to read more about the Prosecution Certification.

Moving onto the third required certification, required, required, like, required for eligibility, we cannot give you funding as wonderful of a project as you may propose, we cannot give you funding unless all three of these certifications are provided unless you report. And so, this is why we keep saying it over and over again. So, beginning in fiscal year 2023, VAWA 2022 added the Minor Certification to the ICJR Program, which requires that the grantees certify that the laws, policies, and practices of the state or the jurisdiction in which the eligible grantee is located, prohibit the prosecution of a minor under the age of 18 with respect to prostitution. Each jurisdiction must come into compliance with this provision within the period ending on the date on which the next session is held of the particular state or Indian Tribal legislature, and when that session ends. This is different from the ending date of the Prosecution Certification, which is three years of award. So, again, because these are complex, there are different deadlines, and there are different minor little differences. We have samples. They are available online. They are embedded into the solicitation. You can read more of the statute here. Please take advantage of them. And again, note that this will be embedded into the PowerPoint presentations. To be eligible for an ICJR award, the Minor Certification is required for all applicants except for court applicants. I know I've said it like five times, I'm saying it again. And once again, note that only the governmental lead applicant or partner may prepare and sign the certification. A victim service provider or state coalition cannot prepare or sign it. However, their mandatory required governmental partner can and must. Once again, samples are available online. Here is the statute. Please take advantage of them.

So, courts, please do not feel left out. We are moving on to you. You are the lucky or unlucky...who knows? You are the ones who only have to prepare one certification of eligibility when you apply as the lead applicant. You should choose whether you are currently in or will come into compliance with the requirements to be eligible for the ICJR funding and that these are a subset of the original ICJR certifications that are historical to the program. They do not include the Prosecution Certification or the minor certification that we just discussed. Again, we have samples available online. They are embedded into the solicitations linked here and you may find them on page 20.

So, because that was a lot, here we go. Pop quiz number six. Who must sign the ICJR certifications of eligibility? The Chief Executive Officer of the jurisdiction's state, unit of local government, or Tribal Governmental partner, lead applicant, or project partner. The CEO does not mean the CEO of a company. It means the highest official of the

state, unit of local government, or Tribal Court, and examples include the governor if you're a state applicant, the mayor or county executive for a unit of local government, or a Tribal chairperson for a Tribal Government applicant. Question number two, and everyone should get this because I have said this so many times. So, give yourself a 100 already. Can a victim service provider or state coalition sign the ICJR certifications of eligibility? And I even gave you the answer advice so that everyone can say, "No, they cannot sign the certifications of eligibility." Instead, their government partners should prepare and sign them.

So next, we will turn to the fiscal year 2024 ICJR application itself, and I welcome Aisha back to speak with you all.

AISHA BATTLE: Thank you so much, Natalie. So, now, we're going to--as Natalie said, we're going to turn to the application package of what is included, including the certifications Natalie just spoke of which are so important.

And so, we are going to head into the next slide and talk about application requirements. So, here on the screen is a breakdown of the application components by what is required in order to be eligible for an ICJR award versus what is necessary to receive the funding once awarded. You will find this discussed starting on page 26. And so required for eligibility is the data required with the application. The Proposal Narrative, which is worth 80 points. The Budget Worksheet in narrative, which is worth 15 points. And the MOU and/or LOC, the Memorandum of Understanding or Letter of Commitment, which we will talk about later, which is worth five points. The certification of eligibility -- which Natalie spoke about intensively -- and that is required to be eligible for consideration. And the certification of eligibility, the prosecution, and minor certifications as well. Please remember that the certification of eligibility differs by applicant type.

The other necessary components are the HIV certification for states and units of local government lead applicants. The court lead applicants and victim service provider lead applicants do not need to turn in the HIV certification. And then, the delivery of legal assistance certification that Natalie spoke about at the beginning of this presentation, if applicable, if you are completing the legal services outlined.

So, the data required with the application consists of the Pre-Award Risk Assessment, the Applicant Questionnaire, and the FY 2024 ICJR Summary Data Sheet. So, those are three different things. Please note that. The Proposal Narrative, which consists of three points as well, the Purpose of the Proposal, which is worth 20 points, the What Will Be Done section, which is worth 45 points, as well as the Who Will Implement section, which is worth 15 points for a total of 80 points. The Purpose of the Proposal highlights the needs of your community using data and educates peer reviewers and OVW about your community and target population. Be sure to include information about the prevalence of domestic violence, dating violence, sexual assault, and stalking in your service area that matches your service area map, is required and should include the 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.

For the What Will Be Done section. The What Will Be Done section explains the activities proposed to address the needs identified in the Purpose of the Proposal section. Some tips we have and best practices for this section are -- provide specific, measurable goals and 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 are appropriate resources and accessibility for people with disabilities, the Deaf and hard-of-hearing, and people with limited English proficiency. Also, for the question discussed earlier, when talking about What Will Be Done, well, I'll touch on that in this next slide.

So, this is a note that there are additional criteria in the What Will Be Done section to complete if you choose to address the OVW priority areas discussed earlier, and I know we got a question about it. So, if implementing OVW Priority Area 1, then the What Will--What Will Be Done section should identify and describe the culturally-specific or population-specific organization and/or subject matter experts, who would train the proposed topic, 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 Priority Area 3, then identify and describe how 40% or more of the project activities will meaningfully address sexual assault response, including non-intimate partner sexual assault. Next slide.

The Who Will Implement section describes the professional qualifications and demonstrates the capacity of the lead applicant and project partners who are responsible for implementing the project. Please include job descriptions and/or resumes of all key positions and/or personnel and 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 or subject matter experts is related to the project goals and activities.

So, the Budget Worksheet and Narrative -- we have some tips for you on that. We encourage you to submit a detailed budget covering the full 36-month 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 applicants located in Alaska, Hawaii, or in the US territories. Ensure that you include funds to support or describe in-kind resources for victims who are disabled, Deaf, or hard-of-hearing, and victims with limited English proficiency. If applying for OVW

Priority Area #3, it may include an additional \$200,000 in funding in your Budget Worksheet and Narrative.

Unallowable Costs. So, the following are not allowed to be funded by the ICJR Grants, lobbying, except with explicit statutory authorization, and that is the ICJR statute, fundraising, the purchase of real property, physical modifications to buildings, including minor renovations, such as painting or carpeting, and construction. We ask that you please 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 events. Food and beverages are generally considered personal expenses for which government funds should not be used. Exceptions, examples, and justifications information are further discussed on page 30 of the solicitation.

Note that grantees may use 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 or 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 applicant agree to implement internal policies and procedures to ensure accountability. Now, please help me welcome Renee Hanson, a Budget Analyst with the OVW Grants and Financial Management Division, or GFMD, as she will go into more detail about Budget Requirements.

RENEE HANSON: Thanks, Aisha. In the next couple of slides, we're going to focus on aspects of your application that relate to the documents that our financial team, the Grants Financial Management Division, or GFMD reviews. More specifically, we will discuss some items that GFMD has identified from prior year applications that could help with expediting our review process. So, for today, we're going to highlight certain aspects of the Pre-Award Risk Assessment and provide you with a link to a detailed webinar on how to develop the budget that will be included in your application.

First, we will highlight the items identified in the Summary Data Sheet, which is completed by all applicants. Specifically, three items that we would like to discuss are the non-profit requirement, the Single Audit Response, and the IRS three-step safe-harbor procedure. If you are an eligible non-profit victim service provider to receive this ICJR award, you are required to submit a determination letter from the IRS recognizing your tax exempt status. OVW cannot make an award to any non-profit organization that does not submit a 501(c)(3) determination letter. We highlight this specifically because applicants are not including this as part of their application. This further delays our review. So, please ensure that this document is included if applicable. OVW requests that all applicants provide a statement as to whether they have expended \$750,000 or more in federal funds during their last fiscal year. And if they have, they indicate that, and specify the end date of their last fiscal year. However, GFMD is finding that applicants do not always include all of this information, so please ensure

that this question is answered in its entirety on the Summary Data Sheet, and this is question number three.

Another item that I'd like to highlight from the solicitation is specifically for non-profit organizations. So, if you use the IRS three-step safe-harbor procedure to determine your executive compensation, you are required to provide a disclosure letter. Please refer to the solicitation for further details and a link to a sample letter. Note that there are four required parts of this disclosure letter. The sample letter provided outlines all four parts of the disclosure, so please be sure to follow the sample and provide a comprehensive response to each of the four pieces. The next item that I'd like to discuss is the Pre-Award Risk Assessment questions, which assist GFMD in the Pre-Award Risk Assessment review for all applications. Each applicant must prepare a response to all 11 questions, and each question has multiple parts. We've noticed from prior years that applicants do not always fully answer all parts of the questions, which in turn requires GFMD to reach out to the applicant, and that may delay funding decisions.

So, some of the most common issues that we've encountered have been, for example, question number two, where the applicant indicates that they do indeed have internal policies and procedures, but they don't provide a brief list of topics that are covered in those policies. On question number three, some applicants fail to provide a brief summary of the organization's process for tracking expenditures. And more importantly, whether or not it tracks budgeted versus actual expenditures. These are just a few examples, but in general, just make sure that you read each piece of each question and provide a full and comprehensive response to each question. Next slide, please.

This next slide will quickly highlight some resources that are available to you as you're creating the budget to be submitted with your application. Over the last couple of years, GFMD has developed a detailed webinar presentation on how to develop a budget to be submitted with your OVW application. This presentation addresses some of the challenges that you may face with your budget and provides some insight into OVW's budget review process. The link to this webinar can be found at the link on this page under Creating a Budget.

Next up is the Uniform Guidance, which can be found at 2 CFR 200. You can use your favorite search engine for this one. Other resources include the DOJ Financial Guide and the solicitation itself.

Now, we know that this can be a lot of information to process, so if you have any questions about the GFMD information discussed, please feel free to reach out to the GFMD helpdesk. Our phone number is 888-514-8556, or our email is at OVW.GFMD@usdoj.gov. Both of these are monitored daily, so you should receive a prompt response. And thank you so much for having me. Natalie, I will give it back to you.

NATALIE TEAGUE: Thank you so much, Renee and OVW GFMD. We so appreciate your support, and please, if you have any questions related to the budget, GFMD is so incredibly helpful, they are so responsive. Please do not hesitate to reach out to them. I'm leaving the contact information for another moment because they're phenomenal. So, please, please, please reach out to them with any questions.

So, you will recall this slide from earlier in the presentation and here you'll see what we've covered or what Aisha spoke of earlier and where we're going next. So, now, we're moving on to the Memorandum of Understanding and/or Letter of Commitment requirements. The Memorandum of Understanding, or MOU, is the document containing the terms of the partnership and the allocation of roles and responsibilities between two or more parties. It must be included as an attachment to the application in JustGrants. If an applicant, such as a court, cannot enter into an MOU, they may submit a Letter of Commitment or LOC. The 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 or LOC must be assigned 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. And again, an LOC is permitted under limited circumstances. You can read more about pages 32 through 33 about when one may be required. Or we can talk about it with another pop quiz.

So, a court applicant is unable to enter into an MOU and the court is the lead applicant. True or false? All project partners should submit Letters of Commitment and no MOU is required. The answer is 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. Note that Letters of Commitment submitted in lieu of a Memorandum of Understanding under circumstances other than those found on page 33 will not be accepted. So, please read carefully if you believe that that would apply to your application.

Now, we will discuss additional certifications that are required for some types of applicants. Pursuant to ICJR statute, state and units of local government that receive ICJR funding shall not be entitled to 5% of their total award unless the state or the 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. And yes, we are talking about the HIV certification that comes from the original ICJR statute since the inception of the program. So, in other words, 5% of the total award will be withheld only for state and units of local government applicants-only unless they can submit an HIV certification to demonstrate that their laws comply with this requirement. There's also a way to apply for an assurance that you'll seek to comply for an exemption if you are applying as an eligible entity other than a state or local government. Note that victim service providers and state coalition applicants are exempt from this element of the application and do not have to submit one. So, please

see solicitation page 22 for more information and note that sample certifications are embedded into the solicitation and also this PowerPoint.

The final certification for the ICJR application is a delivery of legal assistance certification. For applicants who plan to address Purpose Area 5 to include legal services in their proposals, remember that no more than 30% of project activities may be dedicated to directing legal services in an ICJR award. Note that VAWA 2022 expanded the scope of legal assistance available to ICJR grantees from legal advocacy to legal services. And again, we've been getting some questions about this in the chat. So, if you were asking about legal services, the slide and this part are for you.

So, pursuant to 34 U.S.C., section 12291(b)(12), any or sub-recipient providing legal assistance with funds awarded under this program must certify in writing that they comply regarding the licensure or certification of the person providing legal assistance, whether that is an actual--whether that's a licensed attorney or, for example, a certified representative in immigration cases or someone who is certified to practice in Tribal Court. Two, the program's training requirements. Three, victim service providers, state coalitions, and state and local law enforcement are informed of the scope of the legal services work. And four, that organizational policies do not require mediation or counseling within the delivery of legal services. So, please see the solicitation on page 21 for more information and note that a sample delivery of the legal assistance certification letter is embedded in the solicitation and on this PowerPoint and must be submitted if you're attempting to implement Purpose Area 5 for legal services.

And we have a question slide here. Aisha, in the interest of time, would it be better for us to move on to the presentation? Okay. So, at this time, I would like to take a moment to thank ICJR team member Debbie Tanaka, who has been assisting us with the Q&A throughout the presentation. Now, you will hear from Debbie about the Application Submission process.

DEBBIE TANAKA: Thank you so much, Natalie. So, as Natalie mentioned, next we'll discuss some Application Submission tips and resources. So, tip number one, start early. Read the solicitation carefully, early, and often. Some steps, such as obtaining a Unique Entity Identifier, or UEI number, or registering with the System for Award Management or SAM.gov or Grants.gov may take several days to complete. So, please start with those as soon as possible as you cannot apply without them. Even if you have a fully completed application package ready for upload. We recommend that applicants begin these processes as soon as possible, but no later than the dates suggested in the solicitation. Please remember that SAM.gov registration can take an average of up to two to three weeks. Grants.gov registration can take up an average of up to one week.

So, how to apply? Applicants may find this funding opportunity on Grants.gov by using the Assistance Listing number, which is 16.590. The Grants.gov Opportunity number O-OVW-2024-171991 or the title of the solicitation, all of which can be found on the

cover of the solicitation. The FY 2024 Application Submission process is a two-step process. Application documents will be started in Grants.gov and fully submission in JustGrants.

First, let's talk about applying through Grants.gov found on solicitation page 25. Applicants must complete the Application for Federal Assistance, or SF-424, in Grants.gov. Read the Application for Federal Assistance SF-424 section in the solicitation carefully for all requirements which are found on solicitation page 14. Applicants must also complete and submit the disclosure of lobbying activities or 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. Applicants will then submit the full application, including attachments in JustGrants. The proposal abstract is entered into a text box. The Pre-award Risk Assessment Applicant Questionnaire and Summary Data Sheet are all surveys in JustGrants. The Proposal Narrative, as well as the Budget Worksheet and Budget Narrative, are uploaded as attachments. Please read the solicitation carefully for other documentation required for all applications or when applicable. And finally, remember that a recording of this session and its slides will be posted and available on the OVW website as well.

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-business point of contact, otherwise known as E-Biz POC, designated in SAM.gov or the system for word management. For more information on registering with JustGrants, please see 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 JustGrants accounts. The emails are from DOJ's secure user management system, known as DIAMD, and we recommend adding the address of DIAMD-NoReply@usdoj.gov to your trusted sender list.

The next step is the SAM E-Biz POC, which is the Entity Administrator, who 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 work list on the home or landing page. Each lead applicant must have at least one Authorized Representative with documented authority to assign an agreement with the federal government designated on JustGrants.

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 the email address mentioned before, the DIAMD-NoReply@usdoj.gov email address 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. 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. Once all sections are completed, the Application Submitter will submit the application. At that point, the Application Submitter, Entity Administrator, and Authorized Representative will all receive emails from JustGrants confirming a successful submission of the application.

JustGrants resources. 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 the link on this slide here, which is justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle.

Federal Civil Rights Law. 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, or hard-of-hearing individuals, and persons with limited proficiency. Tip number two, follow the instructions. Read the solicitation carefully, early, and often. Also, review and re-review the Application Checklist. Note that OVW will not contact applicants for missing items on the list below. Applications that do not include all of the following documents will be -will not be considered for funding. One, the Proposal Narrative; two, the Budget Detail Worksheet and Narrative; and three, the Memorandum of Understanding and/or the Letters of Commitment. Please see the solicitation pages 24 to 25 for more information.

Technical requirements. Getting down to how to set up your documents, note that applications must adhere to the following technical requirements. They must be double-spaced. However, charts may be single-spaced. And pages should be set up as eight-and-a-half by eleven-inch pages with one-inch margins. The document should use Arial font, which is a minor change this year. Times New Roman should no longer be used. Also, use type no smaller eleven point, except for footnotes, which may be nine point. There should be page numbers and no more than 20 pages are permissible for the Proposal Narrative. Application reviewers will be instructed to stop reading anything beyond 20 pages of the Proposal Narrative. Only documents in the following formats of Microsoft Word, PDF files, or Text Documents are accepted. Finally, please include headings and sub-headings that correspond to the sections identified in the solicitation. Including these helps application reviewers to read, follow, and score your applications. Tip number three, don't duplicate. Please do not submit "test applications" to see if Grants.gov and JustGrants "work." Also, avoid submitting an application

multiple times. And finally, ensure your application is complete and final before hitting the submit button at the end of the application in JustGrants. And now, I will pass the presentation back to Natalie for the final tips. Natalie?

NATALIE TEAGUE: Thank you so much, Debbie. Thank you. So, let's see. Tip number four -- our last tip. Tell a story. Assume that your reviewer knows nothing about your organization because they are actually prohibited from engaging in external research. So, the best grant applications paint a picture of the needs in their community, including all members of their community. They introduce and develop the characters and explain what makes them unique. And they detail how their story could be different with additional funding. Show your reviewers how you will implement your ideas and goals. So, really, tell us your story and dream big. If you had a million dollars for your community or half a million dollars, what would or what could you do? How can you differentiate your community and project from others around the country? How will survivors benefit from your idea if funded by an ICJR award? Dream big.

So, here is your final pop quiz. Your questions -- "When should you start your application?" Number one and number two, "When did--when should you register for SAM.gov and Grants.gov?" Your options for both are A. yesterday, B. today, C. April 30th, and D. May 2nd. And here are your answers. For question number one, B. today is good, A. yesterday is best. But congratulations, you all have done that by registering and attending today. Thank you so much and well done.

Question number two, the answer is C., you must submit in Grant--in SAM.gov and Grants.gov by 11:59 PM Eastern Time on April 30th. And then, finally, what is option D.? Option D. is the final submission deadline of May 2nd at 8:59. Not 11:59, 8:59 PM Eastern Time. Please, please don't forget and mark your calendars accordingly. On this slide, you'll find resources that could be helpful throughout the application process, including Resources for Applicants and the 2024 Solicitation Companion Guide, which we've mentioned several times. The DOJ Financial Guide, which is helpful to the budgeting process. Program Specific Solicitations, this is the open solicitations link, which we have many, many open OVW solicitations at the moment. So, you can find those here. And then, the Uniform Guidance is also, again, helpful for many different parts of it.

Next, we have our contact information for each group that can help you with your application questions. So, for programmatic, if you're asking questions about ICJR, here's our email address, which is preferred, and then the main OVW line, which will get to us as well. For financial questions, this is the same information that Renee posted a while ago. So, the email box for GFMD as well as a phone number for them. If you have technical issues, here is the applicant support for Grants.gov by email and phone, as well as JustGrants support via email and phone. I will note that this is our special, wonderful, incredible OVW JustGrants support, not the main overall DOJ JustGrants support. And they do know and have helped us with our--all of our OVW programming and they're incredibly responsive. Note that this email is preferred, but

please don't wait to make contact with any questions because the inquiry volume is really high right now.

So, final reminders -- Grants.gov 11:59 PM Eastern Time on April 30th. JustGrants, 8:59 PM Eastern Time on May 2nd, 2024. And any questions, you will find our email below. And with that, we are wrapping up, and we will see what questions we can answer live before the end of the session. And for this, I'm going to back up to our contact information just to make sure that everyone has an opportunity to find that.

So, at this time, we will look to questions. And I will also add that we have received many questions. We are greatly appreciative of those questions. If we do not reach your question today, we will be collecting the questions and providing written responses back out to everyone who registered today. So, if we don't get to it live today, don't worry, we will get back to you. Additionally, if you think of a question either now or later on, and you want to submit it by email specifically, if it's really specific to your program, again, OVW.ICJR@usdoj.gov. Debbie.

DEBBIE TANAKA: Great. Yes, great. Thank you, Natalie. One of the other questions that we received in the Q&A box is, "Will this grant fund police departments hiring a victim advocate as long as there is co-response and a victim service provider?"

NATALIE TEAGUE: Yes, and even better. So, you do not have to have a responder model program in place for a police department to hire a systems-based victim advocate. We have many projects that have done so and continue to do so. So, please note that that is permissible, and we welcome your application.

DEBBIE TANAKA: Thank you. Another question is, "Does the 40% for sexual assault include the extra \$200,000 that can be requested, or is that percentage determined outside of the additional funds that can be requested?"

NATALIE TEAGUE: I'm not entirely sure that I understand the question. But to clarify, if an application includes 40% of its project activities or 40% of its budget expenses that meaningfully address sexual assault, they can apply within their budget cap amount that's based upon the service area population size, then they can add on an additional \$200,000. So, as I'm answering this, I think I'm getting more to the question. Like, in other words, 40% doesn't come out of the aggregate total. So, like there was a hypothetical pop quiz where the answer was \$950,000. It's not that the 40% is of the \$950,000, the 40% would've been of the \$750,000 budget cap, and then the \$200,000 is added on top of that. I hope that that answers that question. If not, I think there's a follow-up place or something where you can follow up, so please let us know if that's not it.

DEBBIE TANAKA: Okay. Thank you, Natalie. Another question is, "Priority Area 2 is for training as is Purpose Area 11. Do the qualifications for training under Priority Area 2 also apply to Priority Area 3 under Purpose Area 11?"

NATALIE TEAGUE: I think this is the question that we answered in the last question section. Again, remember the priority areas are different from purpose areas. So, looking at this again, Priority Area 2 would be for the co-responder model trainings, which is not tied specific. Like, it can be tied to Purpose Area 11, but it doesn't have to be tied to Purpose 11. Then, the qualifications for training would be Priority Area 2 was about the co-responder model, whereas Priority Area 3 is meaningfully addressing sexual assault. So, the training would differ for those two and they don't have to be under Purpose Area 11. So, I think that's the most that I can add to that.

DEBBIE TANAKA: Thank you. Another question that we have is, "Our prosecutor has a question about 34 U.S.C. 10454. We need clarification on what 'consistent with best practices' means when discussing the protocol outlining alternative practices and procedures for material witness petitions and bench warrants that should be exhausted before obtaining victim-witness testimony."

NATALIE TEAGUE: Yes. Thank you for that question. And so, it's 34 U.S.C. 10464, I believe. And so, that's the ICJR statutory citation for the certifications of eligibility. And this question is really getting back to the Prosecution Certification and the third element of the Prosecution Certification. Remember, the Prosecution Certification is new for VAWA 2022. We are all learning as to what can qualify to satisfy all parts of the Prosecution Certification. So, to that end, you are not necessarily certifying that you are in compliance with as much as that you will come into compliance, meaning, like, there are some training aspects that you will have to do to learn this and to put these into place over the next three years or the three years of your award. So, again, we do have training and technical assistance that will be available to all of our grantees to implement the Prosecution Certification and to bring them into compliance with the Prosecution Certification. Equitas is our prosecution technical assistance provider. And there will be both live opportunities to go somewhere and obtain that training and technical assistance as well as online and individual. So, in other words, more on that is coming. All you have to do for now is present the Prosecution Certification to say that you will come into compliance, come and join us, and then we will walk that walk together.

DEBBIE TANAKA: Thank you, Natalie. We have, "About funding amount, our project service area population is much larger than our target population, which is a culturally-specific population. Would we use population data for the entire geographic area or data for the particular culturally-specific population that we exclusively serve to determine the funding request amount?"

NATALIE TEAGUE: That is such a fantastic question. Thank you so much for asking it. So, as much as we would love for folks to be able to pick and choose which populations they were choosing for their budget cap, again, the budget cap is set based upon the jurisdiction service area. So, we are asking for these total population service areas, which, yes, is usually larger than the target population that you might be serving during in the grant. Again, we want to see where you're required to upload the service area map as well as what your actual population size is from the most recent

credible government source. Typically, that's the US census, but in all circumstances, that's not always necessarily the truth. Regardless, it is the service area, the jurisdiction service area, not a targeted sub-group or population within the service area that you intend to serve. Again, that goes back to determining your proper budget cap. So, thank you so much for that question.

DEBBIE TANAKA: Another question is, "If one of the funding partners is a legal aid organization that will receive funding to provide assistance with protection orders, will we need to complete the delivery of legal assistance certification? This will not be for Purpose Area 5."

NATALIE TEAGUE: So, if direct legal services are being provided, yes, it--so yes, an applicant would need to provide a delivery of legal service--delivery of legal assistance certification. And that is simply because, again, you're certifying that the person who's providing legal services has the proper licensure or certification to be able to do so and that there are other elements that are being taken into account within the provision of those legal services.

DEBBIE TANAKA: Okay. Thank you, Natalie. Another question is, "What nexus is required for a local government with a victim service organization if the victim service organization is the lead applicant? Is it sufficient that the government organization supports the project as it will serve the citizens of the jurisdiction?"

NATALIE TEAGUE: Beautiful question. Thank you for this. So, yes. Oh, it's moving around here. Okay. So, the requirement is a meaningful partnership. So, just saying that the government supports the project is typically not enough. I would suggest that you look through the actual application questions that get to What Will Be Done, Who Will Implement, and the budget questions because as you go through those, you will see that we are not just asking questions and not the lead applicant and what the lead applicant will be doing, but we're asking how the project partner is integral. And this doesn't just have to do with government and victim service providers – this has to do with all of our applications. We want to see that partnership intertwined and intermingled throughout. We want to see that it's a meaningful partnership. We want to see that partners are being appropriately compensated for the time, effort, and work that they put into the project. And so, in terms of nexus, when you go and through the application, look at the questions, you'll see that it's not so much just, "Hi, we, the government, support this organization." It really is a meaningful partnership. And again, that gets back to one of the heart intentions of ICJR, which is to build and support Coordinated Community Response, or CCR, throughout all of our projects.

And with that, it looks as though we have answered all questions. And I see that Aisha's been answering as well. Thank you so much, Aisha. If we did not reach your question today live or you think of one at the conclusion of the webinar, you have our contact information, it is right here on the screen. Please feel free to send us an email. You can also call. You also have the contact information there. Please reach out. We will be responding just as quickly as we can on all the inquiries. But with that, I'd like to

thank our wonderful interpreters who were here on the line today. I'd like to thank Renee Hanson for joining us from OVW GFMD. I'd like to thank Leidos for their incredible support during this pre-application information session. Thank you, Aisha Battle, our incredible new associate director, for her leadership and guidance as we work through this program and prepare to receive all of your applications. So, please go forth, prepare your applications, and get them into us. We look forward to reading them, reviewing them, and hopefully supporting you as future grantees one day. Thank you very much. Have a great day.