

DARYL FOX: Good afternoon, everyone. And welcome to today's webinar, "OVC FY 2023 Culturally Responsive Victim Services Fellowship," hosted by the Office for Victims of Crime.

At this time, it's my pleasure to introduce Sharron Fletcher, Lead Victim Justice Specialist with the Office for Victims of Crime to begin the presentation. Sharron?

SHARRON FLETCHER: Thank you. Hello, everyone. As was just mentioned, I am Sharron Fletcher and I'm with OVC. And today we're going to talk about and walk through our solicitation for our Culturally Responsive Victim Services Fellowship.

So, first, we're going to start with an overview of OVC. And we'll talk about our mission. Then we'll move to talk about the solicitation, funding opportunity focus, the eligibility requirements, as well as the requirement documents. Then we'll go through the application process and tools. And there will be time at the end for questions and answers from the audience. And for who are those interested in following along, you can find the [funding opportunity](#) using the link on the screen. And again, we are here today to talk about our Culturally Responsive Victim Services Fellowship.

So a little about OVC, so our mission at OVC is to enhancing--enhance the Nation's capacity to assist crime victims and to provide leadership in changing, attitudes, policies, and practices that promote justice and healing for all victims of crime. So OVC administers the Crime Victims Fund, which we call The Fund, which is financed through fines and penalties paid by convicted federal offenders and not from tax dollars. So that makes our office a little unique across Federal Government. OVC uses that money to support victim compensation and assistance programs throughout the United States, raise awareness about victims' issues, promote compliance with victims' rights laws, and provides training and technical assistance and publications and products to victim assistance professionals. This funding supports formal programs to the state, territories, and tribes, as well as many OVC discretionary grant programs for victims of crime, such as the fellowship we're here to talk about today.

A little about our appropriation, in this Fiscal Year 2023, OVC has been appropriated over \$1.8 billion to help improve victim services throughout the Nation. The majority of this OVC funding is from the Victims of Crime Act or VOCA, which goes to the states and territories as formula funding for the victim compensation and assistance programs, I just mentioned. We also received this year about \$95 million in anti-trafficking funding, and another \$95 [million] for tribal efforts, and the rest of that funding will go towards discretionary programs.

And so next, we can move into this specific funding opportunity, Culturally Responsive Victim Services Fellowship.

Eligibility for this solicitation is specifically for individuals. This again, is another unique factor. The majority of our solicitations we release in OVC every year are for organizations that are supporting crime victims in some way. And this fellowship is

different because, of course, it specifically seeks to select one candidate. And so that successful candidate will have--or must have documented experience providing an array of victim service supports in communities of color and other culturally specific communities accompanied by a deep understanding of the historic and current barriers faced by both survivors from these communities and those organizations that support them. The candidate should demonstrate a substantial knowledge of victimization and victim services, and have skills to communicate orally and in writing with a broad audience of stakeholders. And again, organizations are not eligible to apply. We are looking for one specific individual with these unique experiences and skills.

So this fellowship was established in OVC in alignment with the priorities of the Administration and the Department of Justice as an effort to continue to learn from and provide outreach to historically underrepresented, underserved, marginalized, and often unheard communities. So the fellowship will support one fellow that will be housed in OVC's Discretionary Division, which oversees programs that are not required by statute. So, as mentioned, those discretionary programs that OVC manages they are housed in our Discretionary Division. And so, the fellow will assist OVC in working to build the capacity of increased access to culturally responsive services for victims of crime through outreach, our demonstration initiatives that might be related to these areas, as well as other national-scope programs, national conferences, and developing other culturally specific responses to--and--the array of crimes that we support, such as hate crimes, terrorism, and mass violence, among others. The individual selected will coordinate--will also coordinate with our National Center for Culturally Responsive Victim Services to further our goal of increasing the capacity of culturally responsive organizations that are--serves--the capacity of culturally responsive victim services to improve communication and collaboration between culturally specific victim-serving organizations and OVC in addressing inequities in crime victim services.

So again, our goal with this fellowship is to engage a full-time Fellow to provide policy and programmatic contributions that inform and assist OVC efforts to increase the capacity of the field to provide culturally responsive, victim-centered, trauma-informed victim services. So that's a lot of buzz words. But basically we're trying to make sure that we are reaching victims that we often aren't able to. So we're looking for someone to help support us in this way.

So the objectives, and these are all outlined in the solicitation for those that are following along. The objectives of the fellowship include, developing strategies to support services that meet the needs identified by victims and survivors, specifically those from culturally specific communities and communities of color that are often unheard, marginalized, underrepresented, and underserved. So we are looking for someone who's able to help us with this unique piece. We're looking for someone to help also, institutionalize communication and collaboration innovations that can improve OVC's relationship with these organizations that are working in these culturally specific communities. Another objective is identifying barriers that make it difficult for survivors from these communities to access services and those that prevent grassroots organizations from accessing funding.

Additional objectives of the fellowship are identifying barriers and gaps to supporting culturally specific organizations and developing innovative solutions to those barriers or to remove those barriers that improve communications and foster relationships with these organizations and OVC. Another objective is collaborating, as mentioned earlier, with our National Center for Culturally Responsive Victim Services, to conduct outreach to victim-serving organizations that are supporting underrepresented communities and building the capacity of these organizations to meet the unmet needs of victims and survivors. And then, our last objective on the slide is collaborating with our Communities of Color Work Group to coordinate awareness and learning opportunities that inform OVC about ongoing work to increase the capacity and availability of culturally responsive victim services. So the work we reference in this objective is an internal work group to OVC, meaning everyone on that workgroup are other OVC staffers who have dedicated their--or their role on this group is to help OVC, again, improve our efforts to outreach to these populations, and also improve services for these populations as well.

So some of the deliverables that we anticipate coming from these objectives that the Fellow will provide or work on are 1, building a robust and diverse list of stakeholders. And that--those stakeholders will be organizations, decision-makers, and other folks to use for outreach efforts. Developing and implementing a communications plan that promotes awareness--I'm sorry. Let me go back. I'm sorry. I missed a slide there. ...that promotes awareness about OVC's efforts to increase supports for culturally specific organizations and survivors from underrepresented communities. We also would like that plan to include hosting focus groups or listening sessions, and other opportunities for engagement, and dialogue with culturally specific organizations, our Communities of Color Work Group at OVC to build relationships between these organizations and survivors. We also hope this communications plan will identify other opportunities to build and expand relationships or enhance coordination between OVC and stakeholders from these communities. So that last deliverable there is trying to leave it open for some ingenuity and other ideas that may spark once the Fellow is out in the field and working with varying, different organizations.

Additional deliverables of the fellowship include, again, coordinating with our National Center for Culturally Responsive Victim Services, as well as other OVC-funded training and technical assistance providers. And we do have an array of different technical assistance providers, who are also trying to be more thoughtful about reaching underrepresented communities. So we do hope that the Fellow will help support those efforts as well to make sure that those communities are aware of the TA that's provided as well as to getting the supports that they need. The additional deliverable also includes writing at least one significant article for publication on a topic relevant to culturally responsive victim services. Submitting annual reports to OVC with recommendations for enhancing efforts to communicate and collaborate with culturally specific service providers, survivors from these communities, and culturally specific victim-serving organizations. Working with OVC to identify training opportunities for OVC staff around cultural and equity issues, because we are also looking for support to build our internal knowledge. And lastly, submitting monthly reports to the OVC Program Manager on progress made and activities completed.

So we anticipate in OVC making one award for up to \$350,000. The award period will last for 24 months and will begin on October 1st of this year, in 2023. So that 24-month period will result in an end date of September 30, 2025. And we'll note that the solicitation does outline that in certain cases, OVC may provide additional funding in future years to awards made through this solicitation. And that is based on priorities, the recipient's overall management of the award, as well as our funding availability in the future.

I do want to note, as for type of award, this award will be made--this fellowship award will be made at the cooperative agreement. And that means that there will be substantial involvement between the awarding agency, OVC, and the recipient who would be the fellow during the 24-month award period. So they would not--That is shared, just to make sure everyone understands that the fellow of course wouldn't be operating alone, but very closely and working very closely with OVC throughout the fellowship.

So next, we are going to go over some Application and Submission Information.

And we will start, of course, with timeline, because that is always important. So, if you've already reviewed the solicitation, you'll notice there are two deadlines involved in this process because there are two separate systems where you will be applying. So there's a two-part process for applying for this award. The first deadline is submitting in Grants.gov by June 1st of this year. The second deadline falls into JustGrants. So the JustGrants deadline is June 8th. We anticipate making awards from this solicitation by September 30th of this year. And all of the project start dates should start on October 1st. I do want to note that the successful candidate, who does receive the fellowship award, would not be able to begin work on the specific fellowship until the budget is reviewed and officially approved by OJP. And that information--additional details on that process and information will be forthcoming after the--both in the award package and after the award is made.

So each of the fellowship applications should include this basic information. And these pieces outlined on the slide must be submitted in order for the application to advance to peer review to be considered for funding consideration. And so those elements include a program abstract, a program narrative. And that program narrative should be comprised of the Description of the Issue, the Project Design and Implementation, Capabilities and Competencies section, as well as the Plan for Collecting the Data for the Solicitation's Performance Measures. Each application must also include a budget, put in on the web-based form, and that would include the budget details and narratives, as well as a resume or curriculum vitae. And again, I do want to stress that if any of these requirement documents are not included in the application, it will not move forward to peer review and it will not be considered for funding. So now we'll take a few moments to go over each of these elements.

So the proposal abstract, which should be no more than 400 words summarizes the proposed project should include its purpose; the primary activities; expected outcomes;

the service area, which in this case is national, just to be clear; intended beneficiaries and subrecipients. In this case for the fellowship, there probably will not--there will not be any subrecipients except for--so that part isn't as imperative for this piece. But that is just something that is put there. So it's just a short summary of a clear and simple summary statement about the proposal, so sort of an executive summary, so to speak.

The Proposal Narrative Format, as mentioned, should be double spaced. It should use a standard 12-point font. Have no less than 1-inch margins. There's a page limit of 20 pages, so please do not exceed that. And it is submitted as an attachment in the JustGrants system.

Again, the Proposal Narrative Format has four sections. Those sections are the Statement of the Problem, Project Design and Implementation, the Capabilities and Competencies statement, and the Plan for Collecting the Data Required for the Solicitation's Performance Measures. Each of these sections have a ranking as they are scored. Since this is a competitive grant process, the Statement of the Problem is ranked at 20 percent. The Project Design and Implementation is 20 percent of the score as well. Capabilities and Competencies is 45 percent. So that is weighted more heavily because we definitely want to make sure that the successful candidate has the desired skills and experiences outlined early in the eligibility discussion. And then the Plan for Collecting Data for the Solicitation's Performance Measures falls in at five percent and the budget is five percent as well as other attachments, meaning your resumes and curriculum vitae, or curriculum vitae at five percent.

With the Description of the Issue, and in this section applicants should provide information about the complexity of issues and concerns faced by victim-serving organizations supporting underrepresented and culturally specific communities, including those communities disproportionately impacted by violence and victimization. This section should cover the breadth of issues victims and survivors from underrepresented communities face, including relevant equity considerations and the impacts of historical trauma and systemic racism. It should also cover current practices and state, local, or tribal victim services and social services that are available to victims and survivors from these specific communities. We would anticipate some discussion of gaps in information, knowledge, and practice by providers and practitioners in the field, as well as challenges around disseminating information to the field and integrating that information into practice. So we want to make sure that all of these elements are addressed in the Description of the Issue to reflect the applicant's knowledge of the area.

Moving onto the Project Design and Implementation, the solicitation is asking that this section address all of the fellowship goals and objectives. It should establish a clear link between the proposed activities and the challenges identified in the Description of the Issue. Applicants should describe how their proposed program design, project partnerships and deliverables and/or activities will advance equity for targeted audiences and the communities they serve. This section should outline the process of completing fellowship activities and deliverables described in the solicitation. And it

should also include a timeline or a time-task plan that clearly identifies the objectives, major activities, phases of work, and project deliverables. The time-task plan must also provide for the submission of quarterly financial status reports, quarterly performance reports, and semiannual progress reports that are required for all grant recipients. The time-task plan is--whether it is presented in chart or table-form, does not include--is not included or subject to the 20-page narrative limitation. So just so you know. I do want to also note that the fellow should plan to take the DOJ Grants Financial Management Training seminar online or in person within 120 days of receipt of the award. And so-- And there's information on that training and the Office of Chief Financial Officer Management--Online Management training, if you go through our website, you'll be able to find that as well.

Moving on to our Capabilities and Competencies section, this section should demonstrate that the applicant has the capacity and experience to implement the project activities. So we are asking the applicants include the experience necessary to assess culturally responsive organizations and technical assistance supports for the target audiences to address the identified challenges related to equity and increased access to services for historically marginalized and underserved communities. We would anticipate and ask that there--this section provide a clear description of the academic professional expertise and relevant work experience in the subject matter areas of the fellowship, including but not limited to, working with or on behalf of culturally specific victim-serving organizations or allied partners to provide culturally specific victim-centered and trauma-informed victim services. Experience working within a culturally specific organization, which would simply mean an organization with the primary purpose of providing culturally specific services to Black, Latinx, Indigenous, Asian, Native Hawaiian, or Pacific Islander, or other cultural communities. And also some experience providing direct services to victims representative of culturally specific communities. We do anticipate that this section will show that the applicants have documented experience in providing oral presentations and developing written publications or technical assistance products for broad audiences of stakeholders. Of course, we do welcome applicants to describe any other relevant competencies that support any of these requirements. And then lastly, as mentioned, we do and we are requiring that applicants submit a resume or curriculum vitae as a separate attachment to the application.

In the Plan for Collecting Data, this last section should include a plan for collecting all of the performance measure data required by the solicitation, as well as a description of how the information will be used to guide and evaluate the impact of the project. So our performance measures, and this section again, was worth five percent. I do want to note the applicants are not required to submit performance data with the application. Rather, the performance measure information is included as an alert that performance measures will--I'm sorry--that the applicants will be required to submit performance measure data as part of each award's reporting requirements. So this information will be submitted through the quarterly performance reports and semiannual progress reports.

Moving on to the Budget, so we are asking that applicants use the JustGrants web-based form and that costs are to be broken out by year, reflecting the whole 24 months of the project. And preparing the budget, we ask applicants to carefully review the following information. So, make sure that everything included is allowable as far as personnel, that of course would be the fellowship's salary and fringe benefits, travel expenses, supplies, and professional development and training. So those specific areas are the areas where we would anticipate the fellowship or applicants will have expenses included.

And we do want to call your attention to the budget preparation and submission information section of the OJP Grant Application Resource Guide, which you will see referenced throughout the solicitation. But there--that contains some very useful information about how to prepare your budget. And you should use that as a guide for details on the budget and associated documentation around the budget narrative.

So again, allowable costs in the budget for the fellowship would include personnel, the salary for the fellow; travel expenses; supplies; and professional development training. What is not allowed are costs associated with equipment, moving expenses, international travel, or indirect costs. I will note and I hope you do notice in the solicitation that for equipment, the reason why it is an unallowable cost for the budget is because all equipment will be furnished by OVC--in our agency. So we will be providing computers, and phones, and other necessary equipment to complete the fellowship activities.

As far as the budget we are--we always advise that applicants create a SMART budget. And that of course is an acronym because we are the Federal Government and we love acronyms. So for the SMART part, it's be specific when listing all of your expenses. And under the computation column of the budget, make sure your costs are measurable. Ensure the budget items are attainable. And if you put your timeline next to your budget, make sure that each item is accounted for and—so that your budget is relevant. And lastly, make sure the budget is time-bound and broken down by year or by month for those supplies.

There are a few additional documents that you'll find useful as you're applying. The application checklist at the end of each solicitation lists all the other documents to include and it's a useful resource to review, prior to submitting, as well as after you submit it to, kind of, cross off and make sure everything has been addressed. Other resources to aid you in developing your application include the JustGrants Quick Reference About Application Attachments. And there is a larger Application Submission Job Aid covering potential attachments that they may be asked to provide. And all of those things are outlined in the solicitation.

So a few items to remember when you are developing your submissions. Use simple and concise language. Ensure information is presentable and organized. Add tables, graphs, photos, and other images, where possible, but please be mindful of grant guidelines and page limitations. Be realistic about how you will achieve the goals that

are listed in. Try to get feedback from those who may run the project, in this case it's a fellow, but you might still have a colleague or friend review it to make sure that it sounds feasible. Be sure the proposal is consistent with the solicitation. And then, of course, check, recheck, and check again to make sure you have everything together and have covered all of the issues outlined for the budget, grant requirements, references, and other grant details.

So just going over a few reasons why we often see applications cited as weak or perhaps not able to receive funding. Oftentimes, some critiques that are shared that the applications were too ambitious or lacks focus. That applicants lack appropriate expertise to carry out the proposed project. And that we mentioned, just to make sure that you are clear that you are really highlighting your skills and experience and education that are pertinent and relevant to the fellowship areas of expertise that we're looking for. And this kind of relates to the next bullet here. No evidence of feasibility. Please, again, be very clear in highlighting your skills and experience and also explaining how you are going to be achieving all of the things included in the application, because oftentimes, reviewers may not have the same amount of familiarity and knowledge that you do. So, just make sure you're as clear as possible. And again, poor writing and a lot of errors, that's why we ask that you check and double check so that you are catching any errors and able to make the appropriate corrections so that you're submitting as strong a proposal as possible.

So now we will go over and review the Application Process.

So I mentioned that we have a two-part application process, right? So the first part is the Grants.gov and that's where you submit your 424 and Lobbying Certifications in Grants.gov. The second part of the application process is submitting the full application into JustGrants. We do want to make sure everyone understands that it is okay to enter preliminary budget or programmatic data in Grants.gov, and update that later by that last final deadline in JustGrants. And please, please make sure that your JustGrants submission includes all of the items as outlined in the solicitation.

So again, important dates to remember, and we're re-sharing this again and reviewing this for emphasis. Part one of the application process of submitting the 424 and Lobbying Certification that SF-LLL in Grants.gov by June 1st. Part two of the application submission is submitting the full application in JustGrants by June 8th.

So there are certain web-based forms that must be submitted directly into the system. Your Proposal Abstract and Solicitation, and so for those who are return users, you will need to submit your goals, objectives, deliverables and timeline just like before. If you haven't done that before, then those will be new items. And please make sure your budget information is included on the budget detail form and that your disclosures of duplication and cost items. I think it's--it might be a checkbox, but please make sure that that section is covered and addressed in your submission.

Now after you're submitting your application, you're probably wondering what's next. Once all of the applications for the solicitation have--applications solicitation have been received, your entity will be notified, which will happen before September 30th. And that means you'll be notified of the successful application. So if you are awarded, it will--your notification will come again, before September 30th.

And this slide, specific only to the fellowship solicitation, although there are multiple roles in JustGrants for the Entity Administrator, Authorized Representative, and Application Submitter, since this is a fellowship award, that's going to be all the same person. So all of these steps are outlined. It sounds very complicated. But for the fellowship award, it would just be the one fellowship, the applicant will be serving in all of these roles. So I share all of this to say, please make sure you are paying attention to your emails, so that if the system is notifying you of any issues via email, you are able to respond. And sometimes--and that includes the notifications via email of this--to the successful applicant. So please, please make sure that you are checking your email and making--and paying attention to any notifications that are received.

So now we can go over a few resources available as well as some resources and system support for the few systems that we have to use to make all of this happen.

So first, there's an array of information on the Office for Victims of Crime, on our website. So I hope that you will all visit and become familiar with our [OVC website](#). And that's OVC., G-O-V, Gov.

And in the applications part, and as you develop your application, the [DOJ Grants Financial Guide](#) is a wonderful resource. The link is here on the screen. And I see that Tammy just dropped it in the chat as well. It's a great place for everyone. All grant recipients and subrecipients to go in to become familiar with what--the variety of laws and rules and regulations that affect the financial and administrative management of awards. It also has another--it's also another point of reference for allowable and unallowable costs for your application.

Again, the [OJP Grant Application Resource Guide](#) is another important resource for you. You'll see it referenced multiple times in the solicitation for the fellowship, as well as pretty much every solicitation because we do--we've really tried to build it out as a good resource to the field to help answer those questions that applicants often have, and to give additional guidance on the various sections of the solicitation. It addresses a variety of policies, statutes, and regulations that apply to many or in some cases all OJP program applicants and grants and cooperative agreements that will be awarded this year. Some--I will note that there are some programs that have solicitations that expressly modify a provision of this guide. However, in those cases, applicants are asked to follow the guidelines in the solicitation. So just take note of that.

There--The performance measures that were mentioned before. There's an array of information on our grant measurement reporting. The link you see here on the screen that was also just dropped in the chat. So here you'll find an overview of our

[performance measurement activities](#) at OJP. And again, you will not submit performance measures with your applications. However, this information will give you an idea of the types of information that will be requested, if you are awarded. The website--And basically the website will help familiarize you with the systems you're using.

[SAM.gov](#) is a very important first step in the application process. Again, the website was just dropped in the chat. As you see on the screen, before you're submitting your application, all applicants must register with the System for Award Management, which we lovingly refer to as SAM. You must review and validate your registration every 12 months. Applicants that do not renew their SAM registration, that means it is expired and that's both for individuals who are registered in there as well as organizations. So it does not change based on the type of entity. So, and expired registrations can delay or prevent application submission in Grants.gov and JustGrants. So it's important to keep up and keep that fresh, okay? Also note that registration and renewal can take up to 10 business days to complete. So be sure to get started early. And I cannot emphasize that enough, because we do not allow any exceptions. Once the application deadlines have passed, you are not able to apply. We do--are not able to get an exception because you had a SAM--issue with your SAM registration.

Moving on to [Grants.gov](#), another important step in applying. And that first application, the Grants.gov, website is in the chat. Once you are all set up in SAM.gov, Grants.gov is the next step in starting the application process. And starting--so under that Applicants tab on the Grants.gov website, you will find training and information on applying to the Grants.gov system and the funding opportunity process. So we also ask that everyone is aware that OJP solicitations have two deadlines. So this Grants.gov one is the first, and then there are a few days later you'll have to submit the full application in JustGrants, as mentioned previously. Once you submit in Grants.gov, please keep an eye out for an email confirming you have successfully submitted. If you do not successfully submit in Grants.gov, you will not be able to complete your JustGrants application. So let me repeat that just so everyone is clear. If you do not successfully submit in Grants.gov, you will not be able to complete your JustGrants application. So again, it's very important that you keep up with all of the emails from the systems involved in the application process, because we do not want you to miss any emails that are indicating you need to return to make corrections and then subsequently miss the deadline and opportunity to apply.

Next, you'll see on the screen some training resources for [JustGrants](#). Our--is in--Now, JustGrants is intended to be an end-to-end Grants Management System that applicants and grantees will access and use throughout the grant cycle, from application, through award, to close out. So we have a number of JustGrants training resources available on the DOJ website, because it's a very integral part of the whole process. You can explore these resources by topic. Typically, you'll find in-depth Job Reference Guides that provide step-by-step instructions with screenshots about each processes, as well as, short step-by-step videos, which are meant to be used while working, and are helpful if you're in the middle of a JustGrants task and want to verify next steps. Lastly, you'll find

Quick Reference Guides that walk you through step-by-step through various specific tasks. So these are definitely a resource for you, and I hope you find it useful.

JustGrants also offers [Office Hours on Application Mechanics](#). These are specifically times where you can join in and get some support and assistance around how to apply and how to use the system. That first date was today, so that has passed. But there are two more available coming up on April 19th and 26th. So we do encourage you all to participate, if you feel like you need some extra support in getting familiar with the JustGrants system. A few tips, I will say, please be sure to start your application in JustGrants as soon as possible to confirm you have access. And do your best to submit your application well before the due date. I know that's not always possible. But still try to aim to do that as early as possible. And it--because again, OJP will not accept late applications, if applicants cannot demonstrate that there's a technical reason they could not submit. So, it's important for you to know how to navigate the system on your own.

We do want to point out that our OVC TTAC, which is our OVC Training and Technical Assistance Center, has an array of free training and technical assistance resources available at ovcttac.gov. And that is in the--that link I believe, has also been dropped in the chat. So I encourage you all to visit that website. Again, they have a number of free education and training tools, including such hot topics as human trafficking and many others. So I hope you will use that as a resource.

There's information on OJP resources, and made available through the [OJP Response Center](#), which offers justice and drug-related information to support research, policy, and program development. You can subscribe and find funding opportunities, recent publications, online resources, as well as, upcoming events. And again that link is on the screen and has been dropped in the chat.

And then a few tips on how to prepare for a solicitation season, which is well-underway. First, you want to--to assist--and these have been pulled together to assist potential applicants in developing strong proposals in response to our current funding opportunities. So we have hosted educational [webinars](#) for interested stakeholders, we meaning OVC. So these webinars were put out to provide information about our programs and submission requirements. And each of these webinars had a question and answer session towards the end. You can review all of these previously held webinars for information on how to apply. You can also sign up for our [News From OVC](#) to stay up-to-date on the webinars as they are scheduled. And you can find OVC's [funding opportunities](#) and other opportunities on the [DOJ Program Plan](#). So links for all of that have been added to the chat.

So here's a list of contact information for these two very important systems that you need to become familiar with in order to start the application process. First is SAM.gov. And next is Grants.gov. And so you can use these numbers and links we have to--I'm sorry, to obtain technical assistance when you're submitting your application.

And next is JustGrants, which is available to provide technical assistance on submitting the full application. And that's our JustGrants support desk there, which you can reach through the number and the link--I mean, the email. Sorry. When contacting any of these systems' helpdesk, please be sure to request a tracking number, so you can document that you sought assistance with your issue. Keeping track of that tracking number will be important in the event you need to document that you had a technical issue that prevented you from submitting your application.

And then finally, we have our OJP Response Center, which is available to provide technical assistance and answer questions about programmatic requirements of the solicitation. They can be reached by phone--by the phone and email, listed on the screen. If you are a current grantee, we appreciate your understanding that your grant manager and other OVC staff cannot answer questions about an open solicitation directly. For purpose of fairness and transparency, if you reach out to us, we will have to refer you back to the OJP Response Center so that your question can be documented and addressed officially. And then finally, please keep in mind that the OJP Response Center is also who you need to contact within 24 hours of the Grants.gov or JustGrants solicitation deadlines, should you experience any technical issues that prevent your application submission. So keep in mind you will need to be able to document any technical issues. So again, if you are contacting them make sure you are getting and asking for and writing down, maintaining that tracking number. So, but again, we do emphasize that it's important for you to start that application process early to avoid any issues, hopefully.

And then lastly, you can Go Social with OVC and stay up-to-date with news and happenings by following us on [Facebook](#), [Twitter](#), and our [YouTube](#) channel.

And with that, we have moved to the question and answer period.

DARYL FOX: Thanks so much, Sharron. Just a reminder for everybody on today's webinar, the PowerPoint, transcript, excuse me, and recording for today's webinar will be posted to the OVC website. So you'll receive an email to when and where those can be accessed, typically between 7 and 10 business days.

If you do have a question, far right, three dots, Q&A Box, send to All Panelists, and we'll be glad to get to those within the last 10 minutes we have remaining today.

“Just to confirm, the service area for the proposal is the United States, is that correct?”

SHARRON FLETCHER: Yes, it's a---

DARYL FOX: Oops, Sharron, I think we may have lost you. Did you cut out?

SHARRON FLETCHER: Hello? Can you hear me now?

DARYL FOX: Yes.

SHARRON FLETCHER: Okay. Oh, yes, the service area is national in focus. So, yes, it is the United States. We're not international, unfortunately.

DARYL FOX: This one's sort of technical with these systems. "Does an individual need to register as a sole proprietor business or some other form of business to obtain a UEI in SAM?"

SHARRON FLETCHER: I'm not actually sure about that one, but I would encourage you to go to the SAM.gov website to review those requirements. And they do have a helpdesk that was referenced on the slides that you can also use to contact to ask and have support.

DARYL FOX: And it's been put in the chat, and I have the slide up now. And you can go to SAM.gov, to work that related question.

And there's a couple questions very specific to the application itself. And as Sharron mentioned, you know, for anything specific to the application, we're going to have to refer you to the OJP Response Center, which is on this slide at grants@ncjrs.gov. As Sharron mentioned, due to, you know, fairness in applications for all those involved who submit. So anything specific, regarding the programmatic requirements, things like that, the OJP Response is going to be your best bet for those. And, Sharron, if there is anything you see that you'd be able to answer feel free to certainly.

SHARRON FLETCHER: Okay. Let me--sorry, I have to pull that up. No, I think--I think that covers all of the questions that we're able to answer right now. Hello?

DARYL FOX: Yeah. Yeah, I, you know, certainly.

SHARRON FLETCHER: Okay. Yeah. I'm sorry. I wasn't sure if I was--that--if it--if it cut out. I apologize.

DARYL FOX: "Has this been an opportunity that was offered in previous years?"

SHARRON FLETCHER: We have had different fellowships offered, but not in this specific area of focus.

DARYL FOX: And then once again, you know, anything related specific to the SAM.gov registration, we would have to forward you to them. SAM.gov for anything, this is kind of your first step, before you apply.

SHARRON FLETCHER: I guess the only other thing I would add in response to some of the questions, is that we are looking for an individual that actually has experience providing direct victim services. So, I just want to make sure that everyone is clear on that expectation, and that only candidates with that direct service experience will be considered.

DARYL FOX: And you'll see the eligibility slide back up for a little more information into the detail on that, that Sharron just mentioned.

"Then, while the service area is national in scope, could the focus be on a much more narrow cultural group that may not particularly be present at--throughout the United States?"

SHARRON FLETCHER: Well, the focus of the service area is still national, regardless of the prevalence of the population. So we are--To be clear, we do want to have--The reason why it's national is because we are trying to improve our services for and communications with organizations that are serving communities of color and culturally specific groups across the country. So it's not--Our focus isn't based on, like, any given specific area. We're really just trying to get to groups that are often underserved and not--and improve those efforts to provide services for them and support those organizations for them.

DARYL FOX: Seems to be the end of the questions in the queue at this time. We do still have a few more moments. If you do have a question, far bottom right, three dots, under the Q&A. We'll be glad to get to those.

Once again, I'll go ahead and put up the OJP Response Center information. Once we conclude, if you do have a question, you can contact them directly.

And the solicitation itself is going to have a lot more specific information on the requirements and everything that's needed to be included in the application. That's been put in the chat, in the beginning, and we can go ahead and do that now.

SHARRON FLETCHER: I think we can go ahead and wrap up now, Daryl. Thank you.

DARYL FOX: Okay, great. So, once again, we want to thank you for joining today. On behalf of the Office of Victims of Crime and our panelist, thanks for joining today's webinar. This will go ahead and end today's presentation.