

DARYL FOX: Good afternoon, everyone, and welcome to today's webinar, FY 2024 Services for Victims of Human Trafficking, hosted by the Office for Victims of Crime. At this time, it's my pleasure to introduce Darian Hanrahan, Victim Justice Program Specialist with OVC to begin the presentation. Darian?

DARIAN HANRAHAN: Thank you so much, Daryl. And hi, everyone. I am so thrilled to have you joining us today to talk a little bit more about our FY 2024 Services for Victims of Human Trafficking Solicitation. As Daryl said, my name is Darian Hanrahan and I am with our Human Trafficking Division and the lead for this solicitation. So it is very near and dear to my heart.

All right. So just a quick rundown of what we're going to be talking about today. So we're going to talk a little bit about OVC and the Human Trafficking Division's mission, the solicitation of course, eligibility, required documents, all sorts of resources and tools that are available. And there will be time at the end to answer your questions. My colleagues, Tiffany Graham and Kristin Weschler, have kindly agreed to be helping out with your questions today and any questions that may have been received via email by the help desk within like the last 24 hours are going to be answered outside the platform in the interest of time, because we have a lot of ground to cover.

I do want to note, before we get started, that any technical questions about JustGrants are out of scope for this specific webinar. I really encourage any potential applicants to register for some weekly JustGrants training webinar because they have specific to application mechanics. And I'll provide links to everything towards the end of this presentation. But if it's about JustGrants and the nitty-gritty details, that's not the scope of this one.

All right. So just a little bit about OVC. For those that aren't too familiar with the Office for Victims of Crime, we are part of the Department of Justice's Office of Justice Programs. So, really, we help lead the nation in assisting crime victims. And, you know, in addition to our anti-trafficking funding, like this program, we are also responsible for administering the Crime Victims Fund, which is for supporting state victim assistance and compensation programs.

All right. So the Human Trafficking Division specifically, we lead the nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice, equal access, and empowerment in both minor and adult victims of human trafficking. Our office actually manages the largest amount of federal funding for human trafficking victims across the entire federal government. So currently, we oversee over 460 anti-trafficking awards that total over \$400 million. And those really run the gamut of

direct services for trafficking survivors to multidisciplinary teams to statewide responses to child and youth trafficking victims. And, of course, we have a very, very robust amount of training and technical assistance available for grantees.

Now, this is just a snapshot of our team. We are small and mighty, and led by our Director Brecht Donoghue, our Deputy Director Sara Gilmer. And I am pleased to say that our team is actually growing, and we recently had a new Victim Justice Program Specialist join our division. Just a little bit about us there.

All right. So we actually have several anti-trafficking solicitations that are currently open and some that are soon to be opening. So please be sure to check the OVC Human Trafficking Funding Opportunities page pretty often. This fiscal year, there are actually going to be nine anti-trafficking funding opportunities. So I really encourage you to take a look at all of our offerings to determine which solicitation program may be the best fit for your organization.

Now, before we really dig into the Services for Victims of Human Trafficking solicitation, please be sure to mark your calendars with these dates that we have kindly put in red, and you are going to hear me refer to them so many times during this presentation that I hope it sticks in your brain afterwards. So the Grants.gov deadline is going to be April 8th at 11:59 PM Eastern and the JustGrants deadline is April 22nd at 8:59 PM Eastern. I will talk more about what these deadlines mean and what is required for each deadline, but please be sure to mark your calendars for those award dates.

All right. So I'll start off really quickly with eligibility. We've really opened up the program to a wide range of applicants. I'm not going to read this entire slide, because it's in like the second page of the solicitation. But we really range from state governments to nonprofits having a 501(c)(3) status. So really opened it up to a lot of different organizations or entities that are interested in applying. And, of course, we define when we say what state means throughout the solicitation. I do want to note here that it is up to the applicant to determine which purpose area they should apply under. And I am, of course, going to talk more about each of the five purpose areas that we are offering this year. But, ultimately, that is something that you, as the applicant, need to decide rather than coming to the help desk and asking for guidance on what we think you should apply to.

All right. So let's dive in. Now, the Services for Victims of Human Trafficking Program, this is--tends to be our largest program that provides direct services to victims of trafficking, which essentially means that funds can be used to provide a variety of comprehensive services to survivors. Services can include, but, of course, are not

limited to things like case management, education services, legal services, et cetera. Now, for this specific program, the purpose really is to develop, expand, or strengthen victim service programs for victims of human trafficking. This program also responds to specialized service needs that have been identified by the anti-trafficking field.

I will note here, and I'm going to note it several times in this presentation, that this solicitation is intended for programs that serve adults or a combination of adults and minors or youth. If your program specifically provides services primarily to youth, you would want to apply under our Integrated Services for Minor Victims of Human Trafficking Solicitation. Similarly, if your program primarily proposes to provide housing opportunities to victims, your organization should apply under the Anti-Trafficking Housing Assistance Program. Again, definitely check out our other anti-trafficking funding opportunities at our website. Integrated Services is a live solicitation. I think our housing program is still forthcoming, but if you go to the website, it's going to show you all you need to know.

Now, this solicitation has five different purpose area with awards amounts that are going to range between \$440,000 to \$950,000 depending on the purpose area. And I'm going to talk about each of them a little bit more in the next few slides. So just keep in mind that we tend to use the terms "category" and "purpose area" pretty interchangeably in our solicitation, and it really just refers to the specific section of the solicitation that you'll be applying under. It's also very important to note that when you apply, you double-check to make sure that you're applying under the correct purpose area because each one is going to have a unique competition ID. And, as a side note, organizations are able to apply under multiple purpose areas. However, that requires a separate application for each. So, for example, if your organization wants to apply under two different purpose areas, you would need to submit two applications.

And, of course, awards are going to be made as grants, so OVC will act as an oversight and monitoring role.

Okay. Let's dive into the program a little bit more. So if you are already familiar with OVC Services for Victims of Human Trafficking Program, past solicitations have previously included three separate purpose areas. Now this year, as you can see, we are going to be funding five purpose areas. Now, while the first purpose areas and second purpose areas are largely the same as those in prior years, the former Purpose Area 3, Specialized Services for Human Trafficking Victims purpose area, has been divided out this year to create separate categories for three main buckets of specialized services that we've seen in our programming. So that will be legal services; economic

empowerment, education, and employment services; and behavioral and physical health services for victims.

Now, all awards made in FY 24 are going to have an October 1st start date and have a 36-month project period, and award decisions will be announced by September 30th. We include that “by September 30th date”; sometimes it's announced earlier, but for a program of this size, it's usually September 30th, maybe a day or two beforehand, when those awards are released.

So I'm going to provide more information on each purpose area in the next few slides, but I do want to make a quick note here about the estimated dollar amounts for the awards in each purpose area. So within each, OVC has established thresholds for the amount of funds that an applicant can request for their program. So, specifically, applicants are able to apply up to that listed threshold amount, meaning that an applicant can request an amount lower than the identified maximum for that specific purpose area. So, for example, a Purpose Area 1 grantee can request any amount under \$440,000 but cannot exceed it, and that same rule is going to apply for all of the purpose areas.

I do want to note though that your application narrative needs to demonstrate existing and sustained victim service rates, caseloads, expenses that are going to align with your requested level of funding. That's particularly important for organizations that are requesting that maximum level of funding for the specified purpose area. So you would need to be able to demonstrate that the need is there, that the client services are there to request that maximum dollar amount.

Okay. So similar to last year, for those already familiar with the Services for Victims of Human Trafficking Program, the first two purpose areas are pretty much unchanged. So Purpose Area 1, or Developing Capacity to Serve Human Trafficking Victims, is geared towards organizations that have limited or no prior experience in serving victims of human trafficking, and/or organizations that have limited or no prior experience in receiving direct federal funding to serve victims of human trafficking. And the cap for this purpose area, remember that threshold I just talked about, is \$440,000.

Now, Purpose Area 2, or Enhancing Access to Comprehensive Services for Human Trafficking Victims, this is our biggest purpose area under this solicitation, and it's designed for organizations that really have this demonstrated history of serving victims with a wide range of services. And the purpose is to enhance victims' access to the wide range of services that we know are often needed to address their needs. Now, applicants funded under Purpose Area 2 are going to be expected to use funds to

support at least three distinct types of services for victims, and those can be found in appendix A of the solicitation, and that can be done either directly, so in-house, or with funded subrecipients. Grantees under Purpose Area 2 are also going to be expected to have or develop partnerships to facilitate victims' access to the broader range of services in their community. And the cap threshold under Purpose Area 2 is \$950,000.

Okay. So moving on. As I said before, the previous solicitation had just one pretty broad bucket for specialized services for human trafficking victims. This year, we broke it out into three separate specialized categories based on what we've been seeing in our program and in the anti-trafficking field. Now, the maximum amount available under Purpose Areas 3, 4, and 5 is \$800,000 each. And the goal of each, really, is to increase the quality and quantity of that specific specialized service. So Purpose Area 3 is your Legal Services and that's geared towards organizations that have that history of providing legal services. Purpose Area 4, Economic Empowerment, Education, and Employment Services. Again, towards organizations with that history of providing that service. And, lastly, Purpose Area 5, Behavioral and Physical Health Services for Victims.

All right. And as I previously noted, this is the overall goal of this solicitation program. However, each of the different purpose areas discussed in previous slides and described in the solicitation are going to have more specific goals. So please carefully read the descriptions of each to determine what best suits your program and how you would need to apply it in your narrative.

Okay. So the overall objective for the program is to achieve increased safety, independence, self-sufficiency, and wellbeing for victims of trafficking. More specifically, that includes providing comprehensive services to meet individualized needs, collaborating with and providing training for local partners. So anything from other service providers, criminal justice professionals, et cetera, to really ensure proper identification and referral for appropriate services. Also, assisting with or referring victims to other essential services. And, of course, collecting data and participating in assessment and evaluation activities really to determine whether the program is meeting the stated goals and objectives.

All right. So in support of the 2021 Advancing Racial Equity Executive Order, OJP is going to be providing priority consideration when making award decisions to the following two categories. So 1A is for applications that propose projects or project that is designed to promote racial equity and removing barriers to access and opportunity for communities that have been historically underserved, marginalized, and adversely affected by inequality. 1B is designed for applicants that demonstrate their capabilities

and compliment--competencies for implementing their proposed projects would be enhanced because they or a subrecipient identifies as a culturally specific organization. Now a lot more information, including definitions, are going to be included in the solicitation. And to receive this additional priority consideration, applicants will need to describe how being a population-specific organization is going to enhance their ability to implement the proposed project and should also specify which historically underserved populations are intended or expected to be served. However, please note that addressing these priority areas is only one of the many, many factors that OJP considers when making funding decisions. So just because your application may have received priority consideration for one or two of the priority consideration areas, that does not guarantee an award. And, lastly, please be sure to note in your application's abstract if you are requesting priority consideration. This is extremely helpful during our peer review process and when we make funding decisions, just to have that information right up front.

All right. So the deliverables under this program is--to be provided is services, type of services, and other key data points that OVC outlines in this solicitation. So more information would be provided to organizations that are selected for funding, but as an FYI, any award recipient would be required to submit quarterly performance measurement data in our Performance Measurement Tool, or PMT system, and separately submit a semi-annual performance report in JustGrants. Again, it's something--it's information that you would receive if your organization is selected for funding. But if you are interested, you can absolutely check out our OVC Human Trafficking Grantee Performance Reporting webpage for more information if you want to see what kind of questions we're asking, the data that we'd like to see provided. [\[https://ovc.ojp.gov/funding/performance-measures/human-trafficking\]](https://ovc.ojp.gov/funding/performance-measures/human-trafficking)

All right. Now, before we dive into the more technical parts of the application and submission process, I do want to reiterate a few reminders that I already mentioned, but I am someone who thrives on repetition. So, first, if your organization is interested in providing services primarily to minors and youth, please apply under our Integrated Services for Minor Victims of Human Trafficking Program, because this Services for Victims of Human Trafficking Program is intended for those that serve adults or a combination of adults and minors.

Second, proposing specialized services primarily for shelter or housing is not allowable under this specific solicitation, and we are very fortunate that we actually have a completely separate solicitation for housing assistance. So if you are interested in providing specialized housing services, you should apply under our Anti-Trafficking Housing Assistance Program.

Now, to be considered for FY 24 funding, if your organization has received a human trafficking award from OVC in either fiscal year 2022 or 2023, your FY 24 application needs to describe how your proposed project would differ from or expand existing OVC-funded projects. So, for example, an applicant could focus on a new geographic area or provide a new service.

And, lastly, while of course applicants can apply for an amount up to the maximum level of funding allowed under each purpose area, they need to demonstrate the sustained rates of victim served or service expenses that merit that requested level of funding.

All right. So let's get into the application submission information. Okay. So here's where you start to hear me repeat these dates over and over again. So both the Grants.gov and JustGrants submissions have different deadlines. I also want to note here that the Grants.gov deadline has a cutoff time of 11:59 PM Eastern, while the JustGrants deadline has a cutoff time of 8:59 PM Eastern. So please mark your current--calendars and set reminders accordingly. We see sometimes confusion with this, especially with the JustGrants deadline, thinking that it also has that 11:59 PM Eastern cutoff time. So please set your reminders. I always need like five reminders. And as I mentioned before, all awards would be made by September 30th and applicants selected for funding are going to receive an automatic notification from JustGrants. And all awards will have a start date of October 1st and have a 36-month project period.

Now, any new applicants or entities interested in applying should apply for--it's called a Unique Entity Identifier or UEI number in the System for Award Management website or SAM.gov, as soon as possible. We've been hearing about a lot of delays with the entity validation service process in SAM.gov and I really advise against waiting until the last minute. Unfortunately, we are also seeing delays with entities that have recently changed their legal business name or their physical address. So please get into SAM.gov as the first starting point, and I'll talk more about that later.

All right. So elements the application needs to include. We have established what we call Basic Minimum Requirements or BMR that are essentially elements that are needed in order to move an application to peer review and to be considered for funding. So in order to do that, you need to have these elements. The first is the SF-424 and the SF-LLL. Those documents are submitted in Grants.gov, which, as a reminder, has a separate submission deadline. That's the April 8th one. The next three elements are the Proposal Abstract, Proposal Narrative, and the Budget Web-Based Form. Those are all done in JustGrants, so they have that April 22nd deadline. As a reminder, if these documents are not submitted, any of them, your application will not move forward to

peer review and it will not be considered for funding, so please make sure you have all of them.

All right. So I'm going to talk a little bit about the budget. Now, applicants are required to use the JustGrants web-based form. So costs will need to be broken out by year, reflecting 36 months total of project activity. Sometimes we see budgets that lump in all of the costs in the year one, so please be mindful to break those out across the three years when you complete your budget. And the budget narrative section needs to be completed in each budget category that you are proposing costs for. So we also sometimes see applicants who don't provide any narrative information, which isn't particularly helpful when reviewing a budget if we are only seeing the cost and not the rationale behind the cost.

As a fun tip trick, I would also highly recommend clearly stating the source of match and the match amount in each applicable sections. I am going to talk more about match in the next few slides because it's a spooky topic, and please be sure to check the solicitation for more detailed guidance. And we are very fortunate that the JustGrants Training Team has actually developed a specific training around completing the budget detail form, and I will drop links in the chat towards the end.

All right. So there are a few unallowable costs in--for this program, and they are all listed on page 23. So that would be holding beds, stipends or incentives to participate in services, which essentially means that neither cash nor non-cash stipends or incentives can be used to pay victims to encourage their participation in services. Nominal cash or non-cash stipends such as taxi or rideshare vouchers, public transportation tickets, et cetera, are allowable. And, lastly, primary prevention activities. So per the statutory authority for this program, the purpose is to fund—of the funding is to support victim service programs. So applicants should not propose any sort of prevention activity under the program. And, like I said, more detail is going to be provided in the solicitation.

All right. So we're going to talk a little bit about match. Now, the statutory authority for this program, the Trafficking Victims Protection Act or TVPA of 2000 requires a 25% match, which can be cash or in-kind for OVC human trafficking grants. So, essentially, any federal funds awarded under solicitations requiring match, such as this one, may not cover more than 75% of the total cost of the project being funded. There's a lot more information in the solicitation, including the formula that you should use to determine the amount of match required for your project. I do want to note that the 25% match is calculated as the 25% of the total project budget, which includes matching funds. It is not 25% of the amount that you are requesting for a federal award. We often see

applicants who are confused by this because, to be perfectly honest, it is a bit confusing, and who sometimes accidentally underestimate the match because they didn't use the formula in the solicitation. So please use that formula. And I believe it's on page 24.

All right. Additional attachments. So beginning on page 26, there is going to be a list of additional application components that you can include with your application. So please be sure to list all of the--or to include all of them that might be applicable to your agency. I do want to make a quick note about letters of support and memoranda of understanding or MOUs and differentiating between the two. And, of course, there is detail in the solicitation. But for letters of intent, if an applicant has named a project partner, applicants need to include a signed letter of support that outlines the supporting entity's reason for supporting the project. So it should describe the relationship between the applicant entity and the supporting entity, a description of the need, and a description of the applicant's capacity to complete the proposed project. And, like I said, those letters should be signed and then submitted as a separate attachment in JustGrants.

Now, for MOUs, if an applicant has named a specific subawardee, what we would need to see is a signed MOU, a signed letter of intent, or a subcontract that essentially confirms the partner's agreement to support the project. And this can be done through the committing of staff time, space, services, or any other project needs. So for an MOU or letter of intent or subcontract, we would need to see the names of the organizations that are involved in the agreement, what service or other work will be performed and by which organization, and the duration of agreement. So, like I said, more information is in the solicitation, but we do sometimes see confusion over letters of support versus MOU.

Okay. So I am the type of person that absolutely loves the checklist and, luckily, this solicitation, along with I think almost all of them at OJP, include an application checklist at the end of each solicitation. And this is going to list out every single step you need to do and every document to include. So I really recommend using that checklist in your review prior to submitting your application to ensure that you have attached all of the correct documents. And I'll provide some links later on, all about like JustGrants quick reference guides about application submission, attachments. So we really do have a lot of resources available to support you as you apply.

All right. So the process of submitting an application in JustGrants actually begins in Grants.gov. And I'm going to mention those deadlines again. So once you've located a funding opportunity with DOJ and Grants.gov, you're going to submit an SF-424 and an SF-LLL in Grants.gov. Again, that's that April 8th deadline. This is the extent of the

application requirements in Grants.gov. So it's just these two forms that need to be submitted in Grants.gov. Everything else is going to be done in JustGrants. Now, you must submit these two documents by the Grants.gov deadline to be considered. So if it's not done in Grants.gov, you aren't able to submit in JustGrants, so please be mindful of that April 8th deadline.

Now, we really do recommend that you try to submit at least 72 hours prior to the deadline, which will give you enough time to correct any errors or resubmit if necessary. I also want to say it's okay to enter in preliminary information to Grants.gov even if you haven't fully determined your budget or project scope, because you're going to be able to edit and update all of your entries in JustGrants. So, again, we start off with that Grants.gov by that April 8th deadline. Now, once that application has been submitted and validated in Grants.gov, it automatically gets sent to JustGrants for completion. So it opens it up to the next step of the process. It can take several days for Grants.gov to complete the validation and release it to JustGrants, so just be patient if you are seeing a little bit of a delay.

Now, the rest of your application is going to be entered directly into JustGrants. Again, that April 22nd deadline. And your entity information is going to be populated based on entries made into SAM.gov and used in Grants.gov. And JustGrants really streamlines this whole process, which allows the ability to use that web-based budget detail worksheet, which if you are selected for an award, means your budget gets reviewed and cleared faster, which is great. And the JustGrants submission, again April 22nd, should really include all of the elements that are required in that solicitation, so you can use that handy-dandy application checklist. And whatever you submit in there is final, so please make sure it has all of those required elements.

Now, your organization, specifically your fund entity administrator role can control other users and award assignments within JustGrants, and so it doesn't require intervention or help from DOJ to make updates to those assignments. Really the staff member with that role to assign new roles or reassign folks in JustGrants is done by whoever is assigned as the entity administrator. That role also is default to what's called the organization's EBiz POC, but that person can still reassign responsibilities to another user if needed. And JustGrants team has also put together a fantastic training on entity management. I will drop links in the chat afterwards to give more information on that.

I do want to say that I really recommend that applicants are mindful about who is assigned as the entity administrator role for your application, because that will be who the primary point of contact is for the application. And if your application is selected for an award, the entity administrator is actually the person responsible for a pretty

significant chunk of the pre-award process. So really be mindful about who is assigned that role and who will have those abilities in the system.

Are people tired of me hearing these dates--me talking about these dates? So part one, SF-424, SF-LLL in Grants.gov by April 8th at 11:59 PM. That's part one. Once that's done, you'll be able to move on to that part two in JustGrants. I appreciate the laughter in the chat. Part two is submitting the full application in JustGrants by April 22nd at 8:59 PM.

All right, so moving on to the plethora of different resources that we have available to you. So you can of course find any and all information about OVC on our OVC website. [<https://ovc.ojp.gov>] You can learn more about other funding opportunities, find any resources, register for upcoming events, including other anti-trafficking funding opportunity webinars. Just take a look at the OVC website.

All right. The DOJ Grants Financial Guide, which I realize can be a polarizing document but we really recommend it as a great starting point to get more familiar with all of the financial and administrative management elements of DOJ awards. [<https://ojp.gov/financialguide/DOJ/index.htm>] It includes fun topics like laws and regulations and statutory authority that actually is genuinely helpful when we talk about what allowable costs are, what unallowable costs are, how OJP does monitoring. So I really recommend that you check that document out. And as I mentioned earlier on in the presentation, this solicitation does have specific unallowable costs, so going back to the holding beds, the primary prevention activities, and the stipends. But if you're interested in what else might be unallowable at OJP, DOJ Grants Financial Guide is a great place to go.

All right. And now we have the Office of Justice Programs or OJP Grant Application Resource Guide. [<https://www.ojp.gov/funding/apply/ojp-grant-application-resource-guide>] And this is an absolutely fantastic resource because this provides any and all guidance you might need to assist you with preparing and submitting your applications for OJP. This is also going to talk about fun topics like policies and statutes. But it really does break down step by step what elements are needed. It provides background information on them and offers like training videos, other resources. So I really do recommend checking that out.

All right. Moving on to systems tools. So before submitting an application, even before Grants.gov, all applicants need to register with the System for Award Management, or SAM. And your registration actually needs to be renewed and revalidated every 12 months. And if you don't renew your SAM registration, it expires. And an expired

registration can unfortunately delay or in the worst cases, prevent application submission in Grants.gov and JustGrants. Now, registration and renewal can take up to 10 business days to complete. So please, please be sure to get started early. Like I said earlier, we have seen some delays in the registration process, so I highly, highly, highly recommend checking your SAM status or registering your organization as soon as possible.

All right. So, once you're all set in SAM.gov, Grants.gov is your first step in actually doing your application. [<https://www.grants.gov>] So you will be able to go to Grants.gov and under the applicants tab in the system, you can also find training and information on applying on the actual system and the funding opportunity process.

All right. And next system you will use is JustGrants. [<https://justicegrants.usdoj.gov>] For those who aren't familiar with JustGrants, this is really designed to be an end-to-end grant management system that applicants, and grantees, and of course grant managers will access and use throughout the grant cycle. So that's everything from the application through the award to the closeout. And our JustGrants team offers a ton of training resources on their website. It's--I love organization and it's been broken out really well, so you can search resources by topic. So typically you're going to find things like a really in-depth job aid reference guide that has step-by-step instructions with screenshots. I love a good screenshot. You'll also see step-by-step videos that you can use while you're working. And I find them really helpful if you're in the middle of a JustGrants task and you want to just make sure you're following the steps correctly. And then you'll also see things like quick reference guides that walk you through specific tasks. And of course we have specific webpages that are dedicated to training resources for the application submission process.

So one of our best kept secrets, which I really wish was not a secret, is that our JustGrants team hosts office hours every week specifically on application mechanics. So everything you could ever want to know, every question you would ever want to ask about submitting an application, they have a weekly time set aside to chat about it. It's every Wednesday from 2:30 to 4:00 PM Eastern. You can click on some of the links here to attend a specific training, but I recommend them to anyone and everyone who thinks about submitting an application. [<https://justicegrants.usdoj.gov/training/training-virtual-sessions>]

All right. Additional contact information. So for JustGrants, if you are looking for technical assistance on submitting your full application, so again, not that Grants.gov portion, their contact information is here. [833-872-5175, JustGrants.Support@usdoj.gov] Now when contacting any of the system help desk,

either if you do it by phone or by email, please be sure to request a tracking number so you can document that you sought assistance with any issues. This is extremely important in the event that you need to document that you had a technical issue that prevented you from submitting your application. So if unfortunately you run into any issues and it's past the deadline, you can still point to that tracking number that shows us that you were working on this well in advance and there were system issues that prevented the stars from aligning.

Finally, the OJP Response Center is available to provide technical assistance and answer questions about programmatic requirements of the solicitation. And their contact information is here. [800-851-3420, grants@ncjrs.gov] If you are a current grantee and you have existing OVC awards or OVC anti-trafficking awards, we in advance appreciate your understanding that your grant manager or another OVC staff member cannot answer questions about an open solicitation directly. This is a competitive process and for the purposes of fairness and transparency, if you reach out to your grant manager or an OVC staff member directly, we have to refer you to the OJP Response Center. And this ensures, one, that the competitive process is fair, but also your question can be documented and addressed officially.

Finally, please keep in mind that the OJP Response Center is also who you would need to contact within 24 hours of the Grants.gov (April 8th) or JustGrants solicitation (April 22nd) deadline if you do experience any technical issues that prevented your application submission. So keep in mind you would need to be able to document any technical issues, which is why we highly recommend starting your application early and maintaining any tracking numbers if you have reported an issue. Because like I said, you're going to be able to point back that you had started communicating with their help desk well in advance.

And then of course we are on social media. You can use any of our socials to stay up to date with all things OVC, news and happenings. And now I will bring it home with questions. All right. I am going to take a look at the chat.

KRISTIN WESCHLER: Yeah. Hi, Darian, it's Kristin. There is quite a few questions in the chat. I encourage people to put it in the Q&A that Tiffany and I are working on, but if you want to scroll through the chat, that might be great.

DARIAN HANRAHAN: Yeah. And I'm so sorry for any meows. My cat has decided to showcase that he learned how to open doors in this exact moment. I was...

TIFFANY GRAHAM: Darian, this is Tiffany. I was--we currently have about 89 questions in the Q&A section, so just...

DARIAN HANRAHAN: Okay. Let's see what we can do here. So one question that I've seen a few times is--and I just want to clarify, that applicants can submit more than one app-like, can apply under more than one purpose area. But again, that purpose area, each would require a separate application.

Let's see. One question I see is, "Can we include timetables and MOU in the appendix or is the appendix part of the 20-page count or outside of it?" The appendix is outside of that 20-page count. The 20-page count really focuses on your project narrative. If you have other attachments such as a timeline, those should all be done in separate attachments and they don't count towards that 20 pages.

All right. Yes, let me start putting in some links. So, here is a link to the handy-dandy JustGrants training on all things application submission. You're going to see like a lot of like, step four, step five, how to respond to application change requests. Like this site is absolutely fantastic and it has a lot of other resources. Another link here is for our--the JustGrants application mechanics webinars that I mentioned, and it has the links to register. So that's really helpful. The OJP Grant Application Resource Guide, it is a lengthy webpage, but it really does give you that step-by-step process and what to do if you run into any issues.

All right. Clarity on how to demonstrate sustained services to victims. So this really comes down to talking about how, like, the types of clients that your organization is working with, the rates of human trafficking that you're seeing in your area, both sex and labor. Do we--you would use that information sort of as a basis for the amount of funds that you're requesting.

I see a question about law enforcement. We actually offer a separate program geared towards law enforcement. That's our FY 2024 Enhanced Collaborative Model (or ECM) Task Force to Combat Human Trafficking Program. If you do have a--if you are interested in applying as like a multidisciplinary team, that would be a victim service provider and a law enforcement agency, you would want to apply under that solicitation. And I can drop that link in the chat just for you.

[\[https://ovc.ojp.gov/funding/opportunities/o-ovc-2024-172001\]](https://ovc.ojp.gov/funding/opportunities/o-ovc-2024-172001) And I'm not an expert on the ECM solicitation, so I will defer that question elsewhere.

Let's see. I am, sorry, going through questions. Let's see. If we apply under two separate purpose areas, will only one be awarded? Not necessarily. I think it's like--I

mean you submit an application, will you be awarded, like maybe? It depends on the strength of your application, how it scores within the peer review process. As I mentioned, there are many, many factors that OJP considers when making funding application decisions. So if we see that your organization has applied under multiple purpose areas, we don't just pick like, "Oh, we just want to do one." It just--it depends on the strength of your application for each.

"For priority consideration, do we need to fulfill both of the listed requirements?" It's completely optional and you have the option bet--and if you believe that you can demonstrate priority consideration you could choose between 1A and 1B, we do see organizations that apply under both.

Let's see. Recording of this session will be made available likely within the next few days.

Let's see. There is not a page limit for any of the attachments, just you need to be mindful of that 20-page limit for the project narrative. But truly, you can attach any, like, number of attachments.

Let's see. "Is there a specific definition of 'victims services provider'?" No, we don't operate off of a specific definition.

Let's see. So when it comes to calculating match, I would really recommend using the formula within the solicitation. I am definitely not a financial/match expert. Additional guidance can also be found in that DOJ Financial Guide on all things match including like how the percentages will break out.

KRISTIN WESCHLER: Hey, Darian, it's Kristin. I'm going to jump in with that.

DARIAN HANRAHAN: Yeah.

KRISTIN WESCHLER: I'm seeing a lot of questions in a variety of ways. "Are all housing expenses ineligible?" There's some--we've been directing people, of course, to the specialized--under the specific housing solicitation but does that mean absolutely no housing expenses such as moving costs or--I don't know, any other minor housing cannot be included?

DARIAN HANRAHAN: Yeah, thanks so much for clarifying. And everyone is very lucky because Kristin is actually our Housing Program Lead. So we have a real expert on the webinar today. So under this solicitation, housing and shelter costs are of course

supported, they are listed in appendix A of the solicitation. However, when we say--what we have seen in the past is that organizations that are applying under our specialized services category specifically for a housing program, and that's all that they are looking for--to have OVC fund. So that would be unallowable under this solicitation, but the nominal cost like you were talking about Kristin, like moving costs or very, like, small costs associated with your housing program, absolutely fine. It just depends on which purpose area you're applying under. We see housing costs under our Purpose Area 2, that's our large one on enhancing comprehensive services, so if you do have housing costs it's usually allowable, but if you're looking for OVC funding specifically to fund housing and shelter costs for your program and that's what--that's primarily what you're looking for, you should apply under our Anti-Trafficking Housing Assistance Program.

Let's see. Unallowable costs. So as I mentioned, the holding beds is unallowable, providing stipends or incentives to participate in services, that is unallowable. And the last is primary prevention activities. So anything regarding, like, work to prevent human trafficking is unallowable under this solicitation. It's because of statutory authority.

Let's see. Let's see. I have a question, "Can one organization with two separate human trafficking divisions apply for and be awarded for two different purpose areas?" Yes. But again, it would need to be two separate applications under two purpose areas.

Let's see. Yeah, so one of the questions here I see is, "Can a legal service organization provide additional services under Purpose Area 3 other than legal aid and case management?" Yeah, it would depend on really the scope of your program and how much funds are allocated. But really, the main focus of any funds under Purpose Areas 3, 4, and 5, those specialized categories primarily should be used to support the quality and quantity of the specialized service that you--that you've requested.

Let's see. We are a minor-service--serving organization and need to apply under another solicitation for--just as a reminder for folks, that's the Integrated Services for Minor Victims of Human Trafficking, that webinar was held on March 5th, that posting should be happening soon. So just check that OVC Anti-Trafficking Funding Opportunities page regularly and that will be posted very, very soon.

Let's see. If an organization only serves sex trafficking victims, are you still competitive for this grant without serving labor trafficking victims? So I would recommend going into the solicitation because we do have language around how we are looking at this field to really enhance the services that we have to meet victims of labor trafficking. We have a whole section on it about strengthening our responses. And we are very lucky to have

training and technical assistance providers that offer support with serving that population.

Will I be sharing the Q&As? This is being recorded right now so all of the ones that I'm chatting about right now are going to be available.

Let's see. Some of these are very, very specific to an organization, so if I don't get to your questions today, then I would recommend that you send them to the OJP Response Center and those will be evaluated and reviewed and responded within a few business days.

Let's see. The budget narrative is not part of that 20-page narrative. The budget narrative sections are completed within the JustGrants budget form.

Let's see. If we are applying for either purpose area, are there additional pages allotted? So if you--if your organization is applying for multiple purpose areas, again, you would need to have two separate applications and they would need to include all of the application elements that are listed and you can check that really cool application checklist.

Is there a total page maximum for the entire proposal? There is not. Just again, that 20-page narrative maximum.

Let's see. Some of these questions are so good but so specific. Let's see. Is the solicitation for Integrated Services for Minor Victims out? It is. You can check our OVC Human Trafficking Grants and Funding Opportunity page.

Let's see. That is available. The project narrative cannot be longer than 20 pages. It can be under 20 pages, but it cannot go over that 20-page limit.

Let's see. For the match, can we use both in kind and dollars to make up the 25%? Yes.

Let's see. Yes, a copy of the presentation will be made available for both the slides and the recording of this presentation.

Let's see. So many questions. So with regards to the restrictions around stipends and incentives. Stipends, so it has to be nominal stipends available and that can include things like child care or like I mentioned, like transportation tokens, that is allowable but, you know, I think both OVC and the anti-trafficking field at large, there's really a commitment to a voluntary services model. So if we are requiring that clients

participates in services in order to get some kind of incentive, that would be considered unallowable.

The Anti-Trafficking Housing Assistance Program, everyone is so interested, and they should be because it's an amazing program. We don't currently have a release date. So like I said, check that website frequently and you can subscribe to the OVC listserv and that will also provide with information.

Let's see. Are volunteer hours avail--eligible for in-kind match? Yes.

The deadline dates are going to be different, so the Grants.gov and the JustGrants deadline dates are going to be different for each solicitation. So you would have to go into each solicitation and check on those deadline dates. April 8th and April 22nd are specific to this solicitation, so others may be different.

And OVC doesn't have restrictions on how many, like, awards an organization can receive. I see one question about applying under purpose area, this one, and then our Integrated Services for Minors. It is possible to receive two separate awards under two different programs. We don't necessarily see one and then discount the other. It--again, peer review on funding decision recommendation is a very lengthy process and we consider a lot of different factors in making those decisions.

Kristin or Tiffany, are you seeing any other ones that might be more general?

TIFFANY GRAHAM: Yeah, Darian, there's one in the FAQ, I was just getting ready to respond to. The question is, "Do all partnership MOU collaborations under Purpose Area 2 need to be financially compensated, or can it be an in-kind collaboration?"

DARIAN HANRAHAN: It can be an in-kind collaboration. That's a good one.

Let's see. "Are there specific requirements for match generation?" So I would recommend checking out that DOJ Grants Financial Guide. Don't be scared by how many pages it is, it is really useful information but, you know, it's going to have like pretty much everything you need to know about the match requirement. So for the DOJ Grants Financial Guide though, it is meant to be a document that encompasses though, like, OVC within the Office of Justice Programs umbrella, it applies to our COPS office, our OVW office. So it's going to be more broad, so in terms--it's not--oftentimes, it doesn't specifically say what services can be, like, provided to a client under this award. You would refer back to this program solicitation to see what type of services can be applied. The DOJ Financial Guide is meant to be a broad brushstroke for all federal

grants and cooperative agreements. So if you're looking into, like, the nitty-gritty allowable costs or allowable services under this program, do check the solicitation.

KRISTIN WESCHLER: I had another question that I just answered in the--in the Q&A but probably good for the recording is if there's a template that can be used for the JustGrants budget while forming their application? And I answered that the application budget will be submitted directly in JustGrants.

DARIAN HANRAHAN: Correct. I wish it works like that but unfortunately everything is embedded into JustGrants now. So it has to be completed directly into the system.

Let me see. So I'm being cognizant of time. Oh, go ahead Tiffany.

TIFFANY GRAHAM: I would say, Darian, there was a message that just went in the chat, "Can we use state dollars as a match?"

DARIAN HANRAHAN: Ooh. That is a good one. So, I would recommend submitting that question to the OJP Response Center and I am cognizant that it is 2:00 PM. So I know it was a packed webinar and there are so many questions that we weren't able to get to today. So please be sure to reach out to the OJP Response Center, send them via email or you can--I would recommend sending them via email just so it's listed down. And those questions will be shared with myself and the OJP Response Center team and we will go through them and address your questions. As a reminder for those with OVC awards, you are not able to ask your Grant Manager or another OVC staff member about an open solicitation. Any question you may have, big or small, needs to go to the OJP Response Center. And I think that wraps this up today.

DARYL FOX: Okay. Wonderful. Thank you all for joining. So on behalf of the Office for Victims of Crime and our panelists, we want to thank you for joining today's webinar. This will end today's presentation.