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# OVW Fiscal Year 2021 Grants to Tribal Governments to Exercise Special Domestic Violence Criminal Jurisdiction Solicitation

Assistance Listing Number #	16.025
Grants.gov Opportunity Number:	O-OVW-2021-38008
Solicitation Release Date:	January 12, 2021 5:00 PM
Version:	2
Grants.gov Deadline:	April 06, 2021 11:59 PM
Application JustGrants Deadline:	April 08, 2021 11:59 PM

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## Eligible Applicants:

Native American tribal governments (Federally recognized), Other

## Other

Eligible applicants are limited to: Governments of Indian tribes that have jurisdiction over Indian country. For more information, see the Eligibility Information section of this solicitation.

**Note:** Tribes that are currently exercising SDVCJ and are only seeking funding to support discrete costs that result from the exercise of SDVCJ may be eligible to receive funding through the [OVW FY 2021 Grants to Tribal Governments to Exercise Special Domestic Violence Criminal Jurisdiction: Targeted Support for Exercising Tribes Solicitation](#). See the *About this OVW Program* section for more information.

## Letter of Intent

Applicants are strongly encouraged to submit a non-binding Letter of Intent to [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) by **March 15, 2021**. Interested applicants who do not submit a Letter of Intent are still eligible to apply. For more information, see the Application and Submission Information section of this solicitation.

## Pre-Application Information Sessions

OVW will conduct an optional web-based Pre-Application Information Session. For more information, see the Application and Submission Information section of this solicitation.

## Contact Information

For assistance with the requirements of this solicitation, email OVW at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov). Alternatively, interested parties may call OVW at 202-307-6026.

**Submission Information**

**Registration:** To submit an application, all applicants must obtain a Data Universal Number System (DUNS) number and register online with the System for Award Management (SAM) and with Grants.gov. To ensure sufficient time to complete the registration process, applicants must obtain a DUNS number and register online with SAM and with Grants.gov immediately, but no later than **March 15, 2021**.

**Submission:** Applications for this program will be submitted through a **NEW** two-step process: (1) submission of the **SF-424 and SF-LLL** in Grants.gov and (2) submission of the **full application** including attachments in the Justice Grants System (JustGrants). Submit the SF-424 and SF-LLL as early as possible, but not later than 24-48 hours before the Grants.gov deadline. For technical assistance with Grants.gov, contact Grants.gov Applicant Support at 1-800-518-4726 or support@grants.gov. For technical assistance with JustGrants, contact OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov.

For more information about registration and submission, see the Application and Submission Information section of this solicitation.

**Notification**

OVW anticipates notifying applicants of funding decisions by October 1, 2021.

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# Program Description

## Overview of OVW

OVW is a component of the United States Department of Justice (DOJ). Created in 1995, OVW administers grant programs authorized by the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership on issues of domestic violence, dating violence, sexual assault, and stalking. OVW grants support coordinated community responses to hold offenders accountable and serve victims.

## Statutory Authority

Indian Civil Rights Act of 1968, as amended, 25 U.S.C. § 1304(f)

## About this OVW Program

The OVW Grants to Tribal Governments to Exercise Special Domestic Violence Criminal Jurisdiction Program (Tribal Jurisdiction Program) (CFDA# 16.025) is authorized by the Indian Civil Rights Act of 1968, as amended, 25 U.S.C. § 1304 (f). Through this grant program, Indian tribes receive support to exercise special domestic violence criminal jurisdiction (SDVCJ) and technical assistance (TA) for planning and implementing changes in their criminal justice systems necessary to exercise the jurisdiction. The program encourages collaborations among tribal leadership, courts, prosecutors, attorneys, defense counsel, law enforcement, probation, victim service providers, and other partners to ensure that victims find safety and justice and that non-Indians who commit crimes of domestic violence, dating violence, and violations of protection orders in the Indian country of the participating tribe are held accountable. For additional information about this program and related performance measures, including how awards contribute to the achievement of program goals and objectives, see:

- OVW grant program information: [OVW Grants and Programs webpage](#)
- Program performance measures under the Measuring Effectiveness Initiative: [VAWA Measuring Effectiveness Initiative webpage](#)
- Examples of successful projects in OVW's most recent report to Congress on the effectiveness of VAWA grant programs: [2018 Biennial Report](#)

**Note:** This solicitation is targeted toward tribes that have not yet begun exercising SDVCJ and tribes that are currently exercising SDVCJ but are seeking funding to plan and complete broad-scale system improvements to strengthen the exercise of SDVCJ (e.g., code development or substantial revisions, court rules and procedures development or substantial revisions, system capacity development to improve handling of cases). Tribes that are currently exercising SDVCJ and are only seeking funding to support discrete costs associated with exercising SDVCJ (e.g., incarceration costs (including medical care) for non-Indian SDVCJ defendants, defense counsel costs for non-Indian defendants, costs associated with empanelling a jury for an SDVCJ trial, batterer's intervention or other post-conviction programming costs for SDVCJ defendants) should apply for funding through the [OVW FY 2021 OVW Grants to Tribal Governments to Exercise Special Domestic Violence Criminal Jurisdiction: Targeted Support for Exercising Tribes Solicitation](#). Email [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) for more information.

## Program Scope

Activities supported by this program are determined by statute, federal regulations, and OVW policies. If an applicant receives an award, the funded project is bound by this solicitation, the [DOJ Financial Guide](#), including updates to the financial guide after an award is made, the [Solicitation Companion Guide](#), and the conditions of the award.

## Purpose Areas

Pursuant to 25 U.S.C. § 1304(f), funds under this program must be used for one or more of the following purposes:

1. To strengthen tribal criminal justice systems to assist Indian tribes in exercising SDVCJ, including: (A) Law enforcement (including the capacity of law enforcement or court personnel to enter information into and obtain information from national crime information databases); (B) Prosecution; (C) Trial and appellate courts; (D) Probation systems; (E) Detention and correctional facilities; (F) Alternative rehabilitation centers; (G) Culturally appropriate services and assistance for victims and their families; (H) Criminal codes and rules of criminal procedure, appellate procedure, and evidence.
2. To provide indigent criminal defendants with the effective assistance of licensed defense counsel, at no cost to the defendant, in criminal proceedings in which a participating tribe prosecutes a crime of domestic violence or dating violence or a criminal violation of a protection order.
3. To ensure that, in criminal proceedings in which a participating tribe exercises SDVCJ, jurors are summoned, selected, and instructed in a manner consistent with all applicable requirements.
4. To accord victims of domestic violence, dating violence, and violations of protection orders rights that are similar to the rights of a crime victim described in [section 3771\(a\) of Title 18](#), consistent with tribal law and custom.

## **Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability**

OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Applications that propose any such activities may receive a deduction in points during the review process or may be eliminated from consideration. Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the [Solicitation Companion Guide](#).

## **Out-of-Scope Activities**

The activities listed below are out of the program scope and will not be supported by this program's funding. See also the list of unallowable costs in the Funding Restrictions section of this solicitation.

1. Research projects. Funds under this program may not be used to conduct research, defined in 28 C.F.R. § 46.102 as a systematic investigation designed to develop or contribute to generalizable knowledge. Surveys and focus groups, depending on their design and purpose, may constitute research and therefore be out-of-scope. Prohibited research does not include assessments conducted for internal improvement purposes only (see Limited Use of Funds below). For information on distinguishing between research and assessments, see the [Solicitation Companion Guide](#).
2. Absent a change in applicable law and an approved grant award modification, prosecuting cases of sexual assault that do not involve spouses, intimate partners, or dating partners.
3. Absent a change in applicable law and an approved grant award modification, prosecuting cases that do not involve domestic violence, dating violence, and/or violations of a protection order.
4. Purchase or lease of vehicles.

Applications that propose activities deemed to be substantially out-of-scope may receive a deduction in points during the review process or may be eliminated from consideration.

## **Limited Use of Funds**

Grantees may use up to three percent of grant award funds to assess their work for internal improvement purposes only, such as by convening a listening session to identify service gaps in the community or surveying training participants about the quality of training content and delivery. Applicants considering such assessments must refer to the OVW research decision tree in the Solicitation Companion Guide to ensure that the activity does not qualify as human subjects research. The [Solicitation Companion Guide](#) also provides additional information on federal requirements related to research, assessments, and surveys.

## **Activities Requiring Prior Approval**

Activities listed below will require prior approval in order to be supported by grant funds (see the [Solicitation Companion Guide](#) for more information on relevant requirements).

1. Surveys, whether conducted as part of a program or needs assessment, or for any other purpose. Prior approval is necessary to determine whether the activity is within the scope of the award and meets the requirements of the Paperwork Reduction Act.
2. Renovations, including such minor things as painting, carpeting, or installing lighting. In addition to obtaining prior approval, recipients must follow all necessary steps to ensure that funded renovations are in compliance with the National Environmental Policy Act (NEPA) and related laws, which may be time consuming and may include public notice and consultation.

## **Federal Award Information**

### **Awards, Amounts and Durations**

#### **Anticipated Number of Awards**

10

#### **Anticipated Maximum Dollar Amount of Awards**

\$450,000.00

#### **Period of Performance Start Date**

10/1/21 12:00 AM

#### **Period of Performance Duration (Months)**

**Anticipated Total Amount to be Awarded Under Solicitation**

\$3,400,000.00

**Availability of Funds**

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. There is no guarantee that funds will be available in the future. OVW may elect to make awards in a future fiscal year for applications submitted under this solicitation but not selected for FY 2021 funding, depending on the merits of the applications and the availability of funding.

**Types of Awards**

Awards will be made as grants.

**Award Period and Amounts**

The award period for **new awards** is 36 months. Budgets must reflect 36 months of project activity, and the total "estimated funding" on the SF-424 must reflect 36 months. OVW anticipates that the award period will start on October 1, 2021.

The award period for **continuation awards** is 24 months. Budgets must reflect 24 months of project activity, and the total "estimated funding" on the SF-424 must reflect 24 months. OVW anticipates that the award period will start on October 1, 2021.

This program typically makes awards in the range of \$300,000 - \$450,000. OVW estimates that it will make up to 10 awards for an estimated \$3,400,000.

Funding levels under this solicitation for FY 2021 are:

1. **New awards:** \$450,000 for the entire 36 months.
2. **Continuation awards:** \$300,000 for the entire 24 months.

OVW has the discretion to make awards for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to making an award.

**Types of Applications**

In FY 2021, OVW will accept applications for this program from the following:

**New:** Tribes that have never received funding under this program and tribes that received funding under this program in FY 2016.

**Continuation:** Current grantees that received new awards under this program in FY 2017 or FY 2018 are eligible to apply for 24 months of continuation funding.

Current grantees that received new 36 month awards in FY 2017 or FY 2018, are currently exercising SDVCJ, and are only seeking funding to support discrete costs associated with exercising the jurisdiction ((e.g. incarceration costs (including medical care) for non-Indian defendants, defense counsel costs for non-Indian defendants, costs associated with paneling a jury for a SDVCJ trial, batterer's intervention or other post-conviction programming costs for SDVCJ defendants) may choose to apply for continuation funding under this solicitation or the [Grants to Tribal Governments to Exercise Special Domestic Violence Criminal Jurisdiction: Targeted Support for Exercising Tribes Solicitation](#).

Continuation funding is not guaranteed.

Recipients of a new 36 month award in FY 2019 or a new or continuation award in FY 2020 under this program are NOT eligible to apply.

**Note:** Current grantees with a substantial amount of unobligated funds remaining (50 percent or more of the previous award) as of March 31, 2021 without adequate justification may not be considered for funding or may receive a reduced award amount if selected for funding in FY 2021.

**Mandatory Program Requirements**

Applicants that receive funding under this solicitation will be required to engage in the following activities:

1. OVW-sponsored training and technical assistance (TTA). This includes joining and actively participating in the Inter-tribal Technical Assistance Working Group (ITWG), in addition to other OVW training and TA opportunities. The ITWG is a working group of tribal representatives who exchange views, information, and advice about how tribes may best exercise SDVCJ and address responses to domestic violence, dating violence, and violations of protection orders. Recipients are encouraged to ensure all Memorandum of Understanding/Internal Memorandum of Understanding (MOU/IMOU) partners have multiple opportunities to participate in OVW training and TA throughout the project period.
2. OVW may conduct a program assessment or evaluation necessitating grantee involvement. Therefore, recipients may be expected to dedicate some OVW-funded time and resources to participating in an assessment or evaluation.
3. Planning Period. New and continuation recipients must engage in a planning period to further develop the project and corresponding budget. Recipients will participate in webinars and in-person planning sessions to develop additional grant documentation. An award condition will limit available funds to those needed for costs such as travel for training and TA and staff salary and fringe during the planning stage. This condition will be removed for full project implementation once all documentation has been reviewed and approved by OVW.
4. SDVCJ Readiness Certification. Some awards will include an award condition that requires certain tribal officials to certify they are familiar with the Indian Civil Rights Act, as amended, 25 U.S.C. §§ 1301–1304, including the amendments made by the Violence Against Women Reauthorization Act of 2013 (VAWA 2013). The chief executive of the tribe and the chief legal officer also are required to certify that the tribe’s criminal justice system has adequate safeguards in place to protect defendants’ rights. The chief judicial officer is also required to certify to familiarity with tribal constitution, code, and rules provisions to implement SDVCJ, including provisions that safeguard defendants’ rights. Certifications will be required prior to grant funds being used for the prosecution or incarceration of non-Indian defendants. Tribes designated a Pilot Project Tribe by the Department of Justice during the VAWA 2013 pilot period and tribes that previously received OVW approval to use funds under this program to exercise SDVCJ will not have this condition attached to their awards.
5. MOU/IMOU. New and continuation recipients will develop and submit the MOU/IMOU during the planning stage of the grant project. **Applicants should not submit the MOU/IMOU at the time of application.** Recipients must engage partners, representing various disciplines, to plan, implement, and exercise SDVCJ. Required partners for the Tribal Jurisdiction Program are: Tribal Leadership; Tribal Judge; Tribal Prosecutor’s Office; Tribal Attorney/In-house General Counsel; Law Enforcement; and Victim Service Provider. Per 34 U.S.C. § 12291(a)(43), a "victim service provider" is a nonprofit, nongovernmental or tribal organization or rape crisis center, including a state or tribal domestic violence and/or sexual assault coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including a domestic violence shelter, faith-based organization or other organization, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking. Service providers must provide direct services to victims of domestic violence, dating violence, sexual assault, or stalking as one of their primary purposes and have a demonstrated history of effective work in this field. Other partners could include indigent defense counsel/public defender’s office, court administrator, court services (pre-trial/probation), jail administrator, or other programs and partners that will contribute to the successful planning and implementation of the proposed project in the tribal community. Tribes are encouraged to include a Tribal Domestic Violence and/or Sexual Assault Coalition as a partner if one is active in their area.

## Eligibility Information

### Eligible Applicants

Governments of Indian tribes, that have jurisdiction over Indian country, are eligible to apply for this program. See 25 U.S.C. § 1304(f).

“Indian tribe” means any tribe, band, or other group of Indians subject to the jurisdiction of the United States and recognized as possessing powers of self-government. 25 U.S.C. § 1301(1). “Indian country,” means (a) all land within the limits of any Indian reservation under the jurisdiction of the United States Government, notwithstanding the issuance of any patent, and, including rights-of-way running through the reservation, (b) all dependent Indian communities within the borders of the United States whether within the original or subsequently acquired territory thereof, and whether within or without the limits of a state, and (c) all Indian allotments, the Indian titles to which have not been extinguished, including rights-of-way running through the same. 18 U.S.C. § 1151,

### Ineligible Entities and Disqualifying Factors

Applications submitted by ineligible entities or that do not meet all program eligibility requirements will not be considered for funding. In addition, an application deemed deficient in one or more of the following categories may not be considered



for funding: 1. activities that compromise victim safety, 2. out-of-scope activities, 3. unallowable costs, 4. pre-award risk assessment, 5. completeness of application contents, and 6. timeliness. Failure to comply fully with all applicable unique entity identifier and SAM requirements (see Application and Submission section for more information on these requirements) will result in removal from consideration. An applicant with past performance issues, long-standing open audits, or an open criminal investigation also may not be considered for funding.

### **Cost Sharing or Matching**

This program has no matching or cost-sharing requirement.

### **Limit on Number of Applications**

OVW will consider only one application per organization for the same service area. In addition, if an applicant submits multiple versions of the same application, OVW will review only the most recent system-validated version submitted before the deadline.

## **Application and Submission Information**

### **Address to Request Application Package**

The complete application package (this solicitation, including links to required forms) is available on Grants.gov and on the [OVW website](#). Applicants wishing to request a paper copy of these materials should contact 202-307-6026.

### **Pre-Application Information Session**

OVW will conduct an optional web-based pre-application information session. During this session, OVW staff will review this program's requirements, review the solicitation, and allow for a brief question and answer period. The session is tentatively scheduled for:

**Tuesday, February 9, 2021, at 2:00 p.m. E.T.**

Participation in a pre-application information session is optional and not a requirement to be eligible to apply.

To register, contact the Tribal Jurisdiction Program at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) or at 202-307-6026. Registration must be received at least one day prior to the start of the session. Participants are not registered until they receive a confirmation email. Interested applicants needing language assistance should contact this program at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) or at 202-307-6026 as soon as possible, but no later than **February 3, 2021**.

### **Content and Form of Application Submission**

The information below (“**Letter of Intent**” through “**Submission Dates and Times**”) describes the full content and form of application submission.

#### **Letter of Intent**

Applicants intending to apply for FY 2021 funding under this program are strongly encouraged to submit a Letter of Intent. The letter should state that the applicant is registered and current with SAM and with Grants.gov. The letter should be submitted to OVW at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) by **March 15, 2021**. This letter will not obligate the applicant to submit an application. See the [OVW website](#) for a sample Letter of Intent.

#### **Formatting and Technical Requirements**

Applications must follow the requirements below for all documents, unless otherwise noted. Points may be deducted for applications that do not adhere to the following requirements:

1. Double-spaced (Data Requested with Application, Pre-Award Risk Assessment, and charts may be single-spaced).
2. 8½ x 11 inch pages.
3. One-inch margins.
4. Type no smaller than 12 point, Times New Roman (TNR) or Arial font, except for footnotes, which may be in 10-point font.
5. Page numbers.
6. No more than 20 pages for the Proposal Narrative.
7. Word documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).
8. Headings and sub-headings that correspond to the sections identified in this section of the solicitation.

## Application Contents

Applications must include the required documents and demonstrate that the program eligibility requirements have been met. For a complete checklist of the application contents, see the Application Checklist in the Other Information section of this solicitation.

Applications that do not include all of the following documents will be considered substantially incomplete and will not be considered for funding:

1. Proposal Narrative.
2. Budget Detail Worksheet and Narrative.
3. Document Demonstrating Authority to Apply.

## Information to Complete the Application for Federal Assistance (SF-424)

### Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 in Grants.gov. The SF-424 is generated when the applicant begins the submission process. For "Type of Applicant," do not select "Other." The amount of federal funding requested in the "Estimated Funding" section of this form must match the amount of federal funding requested in the budget section of the application package. This program does not require a match; therefore, the values for the Applicant line should be zero. The individual who is listed as "**Authorized Representative**" must be an individual who has the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

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

### Disclosure of Lobbying Activities (SF-LLL)

All applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov. Applicants that expend any funds for lobbying activities must provide the information requested on the SF-LLL. Applicants that do not expend any funds for lobbying activities should enter "N/A" in the required highlighted fields.

## Standard Applicant Information (JustGrants 424 and General Agency Information)

Applicants must complete this web-based form in JustGrants, which is pre-populated with the SF-424 data submitted in Grants.gov. Applicants are required to review the Standard Applicant Information and make edits as needed, confirm the Authorized Representative, verify the legal name and address, and enter the ZIP code(s) for the areas affected by the project.

## Proposal Abstract

The Proposal Abstract must provide a short summary (**no more** than two pages double-spaced) of the proposed project, including names of applicant and partners, project title, purpose of the project (including goal and intended outcome), primary activities for which funds are requested, who will benefit (including geographic area to be served), products and deliverables, and how the applicant will measure progress in completing project goals and objectives. Applicants must not summarize past accomplishments in this section. The Proposal Abstract is to be entered into a text box in JustGrants. The total point value for the Proposal Abstract section is **5 points**. Applicants are encouraged, but not required, to use the following template for the abstract.

The <Tribe Legal Name> is a federally recognized tribe located in <general geographic area e.g., in the northwest corner of XYZ state>. The tribe's internal <and external > partners, are committed to exercising SDVCJ to ensure that victims find safety and justice and that non-Indians who commit crimes of domestic violence, dating violence, and violations of protection orders within their jurisdiction are held accountable. The <component of the Tribal Government that will be the lead partner e.g., ABC Tribal Attorney General> will lead the <Tribe Name Project title> Project. The project partners will engage in activities focused on <*The four purpose areas under this grant program are listed here. Delete any this project will not be implementing.* strengthening the tribal criminal justice system in order to exercise SDVCJ; providing indigent criminal defendants, in SDVCJ proceedings, with effective assistance of licensed defense counsel; ensuring jurors are summoned, selected, and instructed appropriately; and according victim's rights that are similar to the rights of a crime victim described in section 3771(a) of Title 18, consistent with tribal law and custom>. Specific activities include, but are not limited to: <add two or three key activities grant funds will support e.g., developing and publishing the tribal SDVCJ law and order code; planning and implementation of the indigent defense counsel program; ensuring SDVCJ defendants receive medical care while incarcerated>; <*the following four activities will remain at the end of this sentence for all projects – do not delete*> completing the required planning period to engage required and key partners in a planning process and memorandum of understanding development; participating in the Inter-Tribal Technical Assistance Working Group (ITWG) on SDVCJ; participating in on-site and other training and technical assistance opportunities; and submitting the SDVCJ supporting certifications for OVW review and approval if required. The timing for performance of this award is

<insert 24 for continuation applications or 36 for new applications> months.

## Proposal Narrative

The Proposal Narrative may not exceed **20** pages, double-spaced, and reviewers will not read beyond this page limit. The Proposal Narrative must include the following three sections: 1) Initial Assessment; 2) What Will Be Done; and 3) Who Will Implement the Proposal. The total point value for the proposal narrative section is **75 points**. Applicants must upload the Proposal Narrative as an attachment in JustGrants.

### Initial Assessment (30 points)

This section must describe:

1. The challenge or need faced by the community and how the goal/vision for the proposal will meet that need.
2. The communities to be served, including the geographic location, the populations in the service area, and any available, relevant victimization rates.
3. Describe the tribe's existing criminal justice system **in the context of readiness to exercise SDVCJ while protecting defendants' rights**, consistent with 25 U.S.C. § 1304. Discuss each of the following elements of the tribe's criminal justice system identifying strengths and gaps where relevant.
  - a. Tribal constitution: Specifically discuss whether amendments are necessary in order to exercise SDVCJ.
  - b. Tribal law and order code: Specifically state whether current domestic violence and protection order violation offenses will need to be amended to exercise SDVCJ.
  - c. Law enforcement services: Discuss how law enforcement services are provided in the tribal community (e.g. under a 638 self-determination contract; by cross-deputization agreement; through the Bureau of Indian Affairs' Office of Justice Services; or other arrangement).
  - d. Tribal prosecution: Specifically state if the tribe has any Special Assistant U.S. Attorneys ("SAUSAs") and/or experienced or specialized domestic violence prosecutors.
  - e. Tribal court processes and practices: Specifically discuss whether the tribe has a trial and an appellate court; specialized domestic violence court or docket; publicly available laws and rules; published rules of criminal procedure, appellate procedure, and evidence; judges who are licensed attorneys with sufficient training to preside over criminal proceedings; a jury pool that does not exclude non-members of the tribe and non-Indians; and availability of records of criminal proceedings.
  - f. Pre-trial supervision and probation systems.
  - g. Detention and correctional facilities.
  - h. Alternative rehabilitation programs.
  - i. Availability of counsel for indigent defendants: Specifically discuss whether the tribe uses a public defender system; contract system; or assigned counsel system and how defendants are screened for indigence.
  - j. Availability of medical care for incarcerated non-Indian defendants.
  - k. Role of victim advocates within the criminal justice system.
  - l. The tribe's formal or informal policies for coordinating with federal and/or state criminal investigators and prosecutors in cases where the tribe may have concurrent criminal jurisdiction.
  - m. Training and/or TA needed to evaluate the tribe's criminal justice system to plan for, implement, and exercise SDVCJ.

### What Will Be Done (35 points)

The application must provide a clear link between the proposed activities and the need identified in the "Initial Assessment" section above. The application must not include any of the activities listed as unallowable costs in the Funding Restrictions section of this solicitation.

This section must describe:

1. The approach to addressing the challenge or need identified in the Initial Assessment section above. Clearly state the project's measurable goals, objectives, activities, and timeline (by month or quarter) that will enhance or enable the exercise of SDVCJ in the tribe's jurisdiction.
2. How the applicant will measure its progress in achieving the proposal's goal(s)/vision. Identify targeted outcome (s) and describe any tool(s) the applicant will use to track those outcomes and report them to OVW. Tools may include OVW performance progress reports and logic model templates (both available at [VAWA Measuring Effectiveness Initiative](#)).
3. How the applicant will move to project sustainability; continuation applicants must provide specific details.
4. The tangible products to be purchased, developed, or revised with grant funds (e.g., data collection systems, audio or video recording systems, law and order codes, administrative rules, or curricula, and must detail how the tangible products will enhance and/or enable the tribe's ability to exercise SDVCJ.

5. The plan to address victim safety concerns that may arise from the use of the technology, such as confidentiality, safety planning, and informed consent If the applicant is proposing to use any technology (including, but not limited to, security systems, audio recording systems, GPS monitoring, or computer software systems).
6. How the project will address the victimization rates identified in the Purpose of the Proposal section.
7. How the proposed project will reach each population identified in the Purpose of the Proposal section.

#### Who Will Implement the Proposal (10 points)

This section must:

1. Identify the key individuals and organizations, including project partners, involved in the proposed project.
  - a. Required project partners (tribal leader, judge, prosecutor, general counsel/tribal attorney, law enforcement, and victim service provider). Identify the positions, if any, that will be created by or paid for with grant funds.
  - b. Optional project partners (e.g., tribal coalition, jail administrator, court services officer, code reviser, batterer's intervention facilitator), if applicable. Identify the positions, if any, that will be created by or paid for with grant funds.
  - c. If applicable, identify all other positions created by or paid for with grant funds including regular, contract, and consultant positions and their role within the proposed project.
2. Demonstrate that the individuals and organizations identified have the capacity to address the stated need and can successfully implement the proposed project activities; attach job descriptions of all key personnel.

#### **Budget and Associated Documentation**

Applicants must complete the web-based form in JustGrants for the budget worksheet and budget narrative. Applicants also must upload the applicable associated documentation as described below under each heading. The budget worksheet and budget narrative are worth a total of **15 points** and will be reviewed separately from the proposal narrative. The associated documentation will not be scored, but failure to include it may result in removal from consideration or a delay in access to funding.

#### **Budget Worksheet and Budget Narrative (Web-based Form)**

Complete the budget worksheet and narrative form for all applicable cost categories. The budget narrative must describe each line item requested in the budget and explain all costs included in the budget, including how the costs of goods and services are determined and how they will fulfill the objectives of the project. See the sample budget and the Creating a Budget webinar available on the OVW website at [OVW website](#). Keep in mind that budgetary requirements vary among programs. Applicants must submit reasonable budgets based on the resources needed to implement their projects in their specific geographic location.

#### Award Period and Amount

- **New:** Applicants may submit budgets up to \$450,000 for a project period of 36 months.
- **Continuation:** Applicants may submit budgets up to \$300,000 for a project period of 24 months.

The budget must:

1. Display a clear link between the specific project activities and the proposed budget items. The budget should not contain items that are not supported by the proposal narrative.
2. **New applicants:** Include funds to attend OVW-sponsored training and TA in the amount of \$30,000. This amount is for the entire 36 months and NOT per year. Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences for training for which they would like permission to use grant funds to support staff/project partner attendance. **Continuation applicants:** Include funds to attend OVW-sponsored training and TA in the amount of \$15,000. This amount is for the entire 24 months and NOT per year. Applicants also may budget expenses in excess of the required amount if they are aware of relevant non-OVW sponsored conferences or training for which they would like permission to use grant funds to support staff/project partner attendance.
3. Limit costs for **medical care of incarcerated non-Indian SDVCJ defendants** to a maximum of 20% of the total project budget.
4. Include funds or describe other resources available to the applicant to ensure access for individuals with disabilities, Deaf/hard of hearing individuals, and persons with limited English proficiency. See Accessibility under Federal Award Administration Information for more information.  
Distinguish clearly between subawards and contracts in allocating any grant funds to other entities. Pursuant to 2 C.F.R. § 200.331, a subaward is for the purpose of carrying out a portion of the federal award, such as compensating an MOU partner, and a contract is for the purpose of obtaining goods and services for the grantee's

own use. The substance of the relationship is more important than the form of the agreement in determining whether the recipient of the pass-through funds is a subrecipient or a contractor. The awarding and monitoring of contracts must follow the recipient's documented procurement procedures, including full and open competition, pursuant to the procurement standards and monitoring requirements in 2 C.F.R. §§ 200.317-200.329. The issuance and monitoring of subawards must meet the requirements of 2 C.F.R. § 200.332, which includes oversight of subrecipient/partner spending and monitoring performance measures and outcomes attributable to grant funds. For more information, see the sample Budget Detail Worksheet and the Solicitation Companion Guide on the [OVW website](#).

OVW awards are governed by the provisions of 2 C.F.R. Part 200 and the [DOJ Financial Guide](#), which include information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. For additional information on allowable and unallowable costs, see the Funding Restrictions section below and the sample budget on the [OVW website](#).

### **Funding Restrictions**

The following information is provided to allow applicants to develop an application and budget consistent with program requirements.

#### Unallowable Costs

The costs associated with the activities listed below are unallowable and must not be included in applicants' budgets.

1. Lobbying.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting) without prior approval by OVW through the submission of a detailed Award Deliverable in JustGrants.
5. Construction.

#### Food and Beverage/Costs for Refreshments and Meals

Generally, food and beverage costs are **not** allowable. Recipients must receive prior approval to use grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event; OVW may provide such approval if one of the following applies:

1. The location of the event is not in close proximity to food establishments, despite efforts to secure a location near reasonably priced and accessible commercial food establishments.
2. Not serving food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.
3. A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.
4. Other extenuating circumstances necessitate the provision of food.

Justification for an exception listed above must be included in the applicant's budget narrative. For additional information on restrictions on food and beverage expenditures, see [OVW conference cost planning](#).

#### Conference Planning and Expenditure Limitations

Applicants' budgets must be consistent with all requirements (including specific cost limits and prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, training, and other similar events), and costs of attendance at such events. Information on conference planning, minimization of costs, and conference reporting is available at [OVW conference cost planning](#).

### **Pre-Agreement Cost**

OVW generally does not allow pre-award costs. Costs incurred prior to the start date of the award may not be charged to the project unless the recipient receives prior approval from OVW. See the [DOJ Financial Guide](#) for more information on pre-award costs.

### **Indirect Cost Rate Agreement (if applicable)**

Applicants that intend to charge indirect costs through the use of a negotiated indirect cost rate must have a current, signed, federally-approved indirect cost rate agreement. Applicants may attach a copy of the agreement to their application in JustGrants or may submit it later if selected for funding. Applicants (other than state, local, and tribal governments) that do not have a current negotiated (including provisional), rate may elect to charge a de minimis rate of

10% of modified total direct costs, which may be used indefinitely. State, local, and tribal governments that **have never** negotiated an indirect cost rate with the federal government and receive less than \$35 million in direct federal funding per year also may choose to use the 10% de minimis rate.

Organizations that wish to negotiate an indirect cost rate should contact OVW's Grants Financial Management Division at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov) or 1-888-514-8556 for more information.

## **Financial Management Questionnaire (including applicant disclosure of high-risk status)**

### Pre-Award Risk Assessment

Each applicant must respond to the questions below in a document uploaded and attached to its application in JustGrants. **Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed below.** This information will be used for a mandatory pre-award risk assessment. Failure to provide this information or to respond to questions from OVW regarding this information in a timely manner could result in the application being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item. This document should be no more than four pages and may be single or double-spaced.

1. Will all funds awarded under this program be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding? Provide a brief description of the applicant's policies and procedures that ensure funds will be tracked appropriately.
2. Does the applicant have written accounting policies and procedures? How often are these policies and procedures updated? Provide a brief list of the topics covered in the applicant's policies and procedures. OVW may request a copy for review during the application/award process or as part of the grant monitoring process.
3. Is the applicant's financial management system able to track actual expenditures and outlays with budgeted amounts for each grant or subgrant? Provide a brief summary of the organization's process for tracking expenditures, including tracking budgeted versus actual amounts.
4. Does the applicant have procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities? Provide a short summary of the applicant's policy for requesting payments for grant awards.
5. Does the applicant have effective internal controls in place to ensure that federal funds are used solely for authorized purposes? Provide a brief description of the applicant's internal controls that will provide reasonable assurance that the award funds will be managed properly.
6. Does the applicant have a documented records retention policy? If so, briefly describe the policy and confirm that the policy complies with federal regulations. Information on Record Retention and Access can be found at 2 C.F.R. §§ 200.334-200.338.
7. Does the applicant or any of its employees have any potential personal or organizational conflicts of interest related to the possible receipt of OVW award funds? Applicants are required to disclose in writing any potential conflicts of interest to their awarding agency. See 2 C.F.R. § 200.112 and Chapter 3.20, Grant Fraud, Waste and Abuse, of the [DOJ Financial Guide](#) for additional information.
8. Is the individual primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200)? Provide a short list of the individual's qualifications/experience. If the individual is not familiar with the applicable rules and regulations, the applicant must contact OVW's Grants Financial Management Division at [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov) or 1-888-514-8556 immediately after the applicant is notified of its award to coordinate training.
9. Does the applicant have policies and procedures in place to manage subawards and monitor activities of subrecipients as necessary to ensure that subawards are used for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved (2 C.F.R. §§ 200.331-200.333)? Provide a brief description of the organization's policies and procedures on subrecipient management and monitoring.
10. Does the applicant currently require employees to maintain time distribution records that accurately reflect the work performed on specific activities or cost objectives in order to support the distribution of employees' salaries among federal awards or other activities (2 C.F.R. § 200.430)? Budget estimates do not qualify as support for charges to federal awards. Provide a brief description of the organization's established timekeeping policies and procedures.
11. Is the applicant designated as high risk by a federal agency outside of DOJ? ("High risk" includes any status under which a federal awarding agency provides additional oversight due to the applicant entity's past performance, or other programmatic or financial concerns with the applicant entity.) If so, provide the name(s) of the federal awarding agency, the date(s) the agency notified the applicant entity of the high risk designation, contact information for the high risk point of contact at the federal agency, and the reason for the high risk status, as set out by the federal agency.

## **Data Requested with Application**



The Data Requested with Application should be uploaded as an attachment in JustGrants. The following responses must be included:

1. Name, title, address, telephone number, and email address for the grant point-of-contact. This person must be an employee of the applicant.
2. Statement as to whether the applicant (the organization whose DUNS number is being used for the application) will serve as a fiscal agent. A fiscal agent is an entity that does not participate in implementation of the project and passes **all** funds through to subrecipients, conducting minimal administrative activities. A fiscal agent applicant must list these subrecipients and include a statement acknowledging that, should an award be made, the applicant will be responsible for all applicable statutory, fiscal, and programmatic requirements, including those of 2 C.F.R. Part 200, as well as all project deliverables. In such situations, the fiscal agent must be an eligible applicant for the program.
3. Statement as to whether the applicant has expended \$750,000 in federal funds in the applicant's past fiscal year. If so, specify the end date of the applicant's fiscal year.
4. Statement as to whether the applicant is a recipient, or partner/subrecipient, on a current grant or pending application for this grant program. If a current grant, provide the year of the award and the role of the applicant on the award (recipient or project partner).
5. Statement as to whether any proposed project partner/subrecipient is a recipient, or partner/subrecipient, on a current grant or pending application for this grant program. If a current grant, provide the year of the award and the role of the partner(s) on the award (recipient or project partner/subrecipient).
6. Statement as to whether the applicant has already implemented SDVCJ in its jurisdiction. If so, provide the date of implementation and a statement as to whether the applicant was designated a Pilot Project Tribe by the Department of Justice or has otherwise received OVW approval to the SDVCJ questionnaire.
7. List all purpose areas that the applicant's project will implement (see Purpose Areas in this solicitation).

## Document Demonstrating Authority to Apply

The total point value for the Document Demonstrating Authority to Apply is **5 points**. The applicant must provide a valid tribal resolution or letter on tribal letterhead, signed by the chief executive officer of the governing body of the tribe (e.g., the tribal chairperson, president, governor, principal chief, or other equivalent official), providing the following assurances:

1. Affirm the tribe is a federally-recognized tribe appearing in the most recently published list of [Indian Entities Recognized and Eligible To Receive Services From the United States Bureau of Indian Affairs](#).
2. Affirm the tribe has jurisdiction over lands that meet the definition of Indian country.
3. Affirm the governing body's determination to plan, develop, implement, and exercise SDVCJ within its Indian country.
4. Direct internal partners, identified in the IMOU, to participate in and cooperate with the planning, development, implementation, and exercise of SDVCJ and, if necessary, authorize the identified internal partners to enter into/sign the MOU/IMOU.
5. If necessary, authorize the applicant tribe's Authorized Representative to enter into/sign the MOU with external MOU partners.

## Additional Application Components

The following components will not be scored, and two of them - the Letter of Nonsupplanting and the Confidentiality Notice Form - may be submitted after an award is made. Failure to supply the other required disclosures and assurances may result in the application being removed from consideration. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

### Letters of Nonsupplanting

Applicants may submit this letter with their application, but they are not required to submit it until after an award is made. The letter is to OVW's Director, signed by the Authorized Representative, certifying that federal funds will not be used to supplant non-federal funds should a grant award be made. A sample letter is available on the [OVW website](#).

### Confidentiality Notice Form

All recipients are required to acknowledge that they have received notice that grantees and subgrantees must comply with the confidentiality and privacy requirements of VAWA, as amended. Applicants are not required to submit this form until after an award is made, but they may upload and attach, under Additional Attachments in JustGrants, the completed acknowledgement form available on the [OVW website](#). This form must be signed by the Authorized Representative.

## Disclosures and Assurances

Review, complete, and submit all disclosures, assurances, and certifications as described below.

### **Disclosure of Lobbying Activities**

All applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov before beginning the application process in JustGrants.

### **DOJ Certified Standard Assurances**

Applicants must read and acknowledge the DOJ Certified Standard Assurances in JustGrants.

### **Applicant Disclosure of Duplication in Cost Items**

Applicants must disclose all current and recent OVW awards (if applicable). If the applicant has a current grant or cooperative agreement under any OVW grant program or an award that has been closed within the last 12 months from the date this solicitation closes, the information must be provided in a table using the sample format found on the [OVW website](#). The applicant must also provide the same information regarding any current OVW awards, as well as any pending applications, on which the applicant is a subrecipient.

Applicants also must disclose all other federal grant programs from which the applicant currently receives funding or for which it has applied for funding in FY 2021 **to do similar work**. Provide this information in a table using the sample format found on the [OVW website](#). Both tables, if applicable, should be uploaded as attachments in JustGrants.

### **DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements**

Applicants must read and acknowledge these DOJ certifications in JustGrants.

### **How to Apply**

Applications must be submitted electronically via Grants.gov and JustGrants. Applicants that are unable to submit electronically must follow the instructions below under OVW Policy on Late Submissions. See **Submission Dates and Times** below for a list of steps for registering with all required systems and deadlines for completing each step.

### **Unique Entity Identifier and System for Award Management (SAM)**

Federal regulations require that an applicant for federal funding: (1) be registered in SAM before submitting its application; (2) provide a valid unique entity identifier in its application; and (3) continue to maintain an active SAM registration with current information at all times during which it has an active federal award or an application or plan under consideration by a federal awarding agency. In addition, OVW may not make an award to an applicant until the applicant has complied with all applicable unique entity identifier and SAM requirements and, if an applicant has not fully complied with these requirements by the time OVW is ready to make an award, then OVW may determine that the applicant is not qualified to receive an award. See 2 C.F.R. §§ 25.200, 25.205.

The unique entity identifier that applicants for federal grants and cooperative agreements are required to have is a Data Universal Number System (DUNS) number. A DUNS number is a unique, nine-character identification number provided by the commercial company Dun & Bradstreet (D&B). Once an applicant has applied for a DUNS number through D&B, its DUNS number should be available within two business days.

SAM centralizes information about grant recipients and also provides a central location for grant recipients to change organizational information. Grants.gov uses SAM to establish roles and IDs for electronic submission of grant applications.

If the applicant already has an Employer Identification Number (EIN), the SAM registration will take **up to two weeks to process**. If the applicant does not have an EIN, then **the applicant should allow two to five weeks for obtaining an EIN from the Internal Revenue Service. There is no fee associated with these processes. These processes cannot be expedited**. OVW strongly discourages applicants from paying a third party to apply or register on their behalf in an attempt to expedite these processes. To ensure all applicants are able to apply by the deadline for this solicitation, applicants must have obtained a DUNS number and registered online with the SAM and with Grants.gov no later than **March 15, 2021**.

### **Submission Dates and Time**

After applicants obtain their DUNS number and register with SAM, they can begin the Grants.gov registration process. The applying organization must complete the Grants.gov registration process **prior to beginning an application for a federal grant**. The E-Business Point of Contact (E-Biz POC) must register the applicant organization with Grants.gov. The E-Biz POC oversees the applicant's Grants.gov transactions and assigns the Authorized Organization Representative



(AOR). The AOR submits the SF-424 and SF-LLL to Grants.gov and must register with Grants.gov as well. In some cases the E-Biz POC is also the AOR for the applicant. Complete instructions can be found on the [Grants.gov website](#).

In JustGrants, each applying entity will have an assigned Entity Administrator who is responsible for managing entity-level information and assigning roles in the system. The Entity Administrator is also the E-Biz POC designated in SAM.gov. See the [JustGrants website](#) for more information on registering with JustGrants.

It is the applicant's responsibility to ensure that the application is complete and submitted by the deadline. Failure to meet the submission deadline will result in an application not being considered for funding. Applicants should refer to the list below to ensure that all required steps and deadlines are met.

**Failure to begin registration or application submission by the deadlines stated in the list below is not an acceptable reason for late submission.**

#### **Applicant Actions with Required Dates/Deadlines**

1. **Obtain a DUNS number by March 15, 2021.** Apply for a DUNS number at <https://www.dnb.com> or call 1-866-705-5711.
2. **Register with SAM by March 15, 2021.** Access the SAM online registration through the [SAM homepage](#) and follow the online instructions for new SAM users. **Organizations must update or renew their SAM registration at least once a year to maintain an active status.**
3. **Register with Grants.gov by March 15, 2021.** Once the SAM registration is active, the applicant will be able to complete the Grants.gov registration.
4. **Submit Letter of Intent by March 15, 2021** to [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov)
5. **If necessary, request hardcopy submission by March 23, 2021.** Applicants that cannot submit an application electronically due to lack of internet access must contact the program at 202-307-6026 or [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) to request permission to submit a hardcopy application.
6. **Download updated version of Adobe Acrobat at least 48 hours before the Grants.gov deadline.** Applicants are responsible for ensuring that the most up-to-date version of Adobe Acrobat is installed on all computers that may be used to download the solicitation and to submit the SF-424 and SF-LLL on Grants.gov. Go to the [Adobe Software Compatibility](#) page to verify that the Adobe software version is compatible with [Grants.gov](#).
7. **Submit the SF-424 and SF-LLL in Grants.gov as early as possible, but no later than 24 – 48 hours prior to the Grants.gov deadline.** Applicants may find this funding opportunity on Grants.gov by using the CFDA number, Grants.gov opportunity number, or the title of this solicitation, all of which can be found on the cover page. Applicants will receive two notices from Grants.gov, one confirming receipt and another stating whether the forms were validated and successfully submitted or rejected due to errors. Submitting the SF-424 and SF-LLL well ahead of the Grants.gov deadline provides time to correct any rejections.
8. **Register the Entity Administrator and the Application Submitter with JustGrants as early as possible but no later than 48-72 hours before the JustGrants deadline.** Within 24 hours of JustGrants receiving the SF-424 and SF-LLL from Grants.gov, the applicant will receive an email from [DIAMD-NoReply@usdoj.gov](mailto:DIAMD-NoReply@usdoj.gov) with instructions on how to create a JustGrants account. Once registered in JustGrants, the Application Submitter will receive an emailed link to complete the rest of the application in JustGrants. The Entity Administrator also will need to log into JustGrants to review and invite the applicant's Authorized Representative(s) before an application can be submitted. More information on JustGrants roles is available on the [JustGrants website](#).
9. **Submit the complete application package at least 24 – 48 hours prior to the JustGrants deadline.** Some of the application components will be entered directly into JustGrants, and others will require uploading attached documents. Therefore, applicants will need to allow ample time before the JustGrants deadline to prepare each component. Applicants may save their progress in the system and revise the application as needed prior to hitting the Submit button at the end of the application in JustGrants. The Application Submitter, Entity Administrator, and Authorized Representative(s) will receive an email from JustGrants confirming submission of the application.
10. **Confirm application receipt:** Applicants should closely monitor their email and JustGrants accounts for any notifications from Grants.gov or JustGrants about a possible failed submission. The user who is authorized to submit applications on behalf of the organization is the one who will receive these notifications. OVW does not send out these notifications, nor does OVW receive a copy of these notifications. It is the applicant's responsibility to notify OVW of any problems with the application submission process. **Submitting the application components at least 48 hours before each deadline (Grants.gov or JustGrants, as applicable) will enable the applicant to receive notice of a failed submission and provide an opportunity to correct the error before the applicable deadline.**

#### **OVW Policy on Late Submissions/Other Submission Requirements**

Applications submitted after **11:59 p.m. E.T. on March 30, 2021** will not be considered for funding, unless the applicant receives OVW permission to submit a late application. In limited circumstances, OVW will approve a request to submit an

application after the deadline. The lists below provide a description of the circumstances under which OVW will consider such requests. Approval of a late submission request is not an indication of the application's final disposition. Applications approved for late submission are still subject to the review process and criteria described in this solicitation.

To ensure fairness for all applicants, OVW requires that applicants requesting late submission adhere to the following:

### **Experiencing Technical Difficulties Beyond the Applicant's Reasonable Control**

#### Issue with [SAM](#), Grants.gov, or JustGrants Registration

1. Register and/or confirm existing registration at least three weeks prior to the application deadline to ensure that the individual who will be submitting the application has [SAM](#), Grants.gov, and JustGrants access and is the person registered to submit on behalf of the applicant.
2. Maintain documentation of when registration began, any issues related to registration, and all communication with technical support.

**Note: Failure to begin the SAM, Grants.gov, or JustGrants registration process in sufficient time (i.e., by the date identified in this solicitation) is not an acceptable reason for late submission.**

#### Unforeseeable Technical Difficulties During the Submission Process

1. Contact Grants.gov or JustGrants, as applicable, for Applicant/User Support at least 24 hours prior to the applicable deadline.
2. Maintain documentation of all communication with Grants.gov or JustGrants Applicant/User Support.
3. Prior to the applicable deadline, contact this program, via email at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) indicating that the applicant is experiencing technical difficulties and would like permission to submit a late application. The email must include the following: a) a detailed description of the difficulty that the applicant is experiencing, b) the contact information (name, telephone, and email) for the individual making the late submission request, and c) in the case of JustGrants technical difficulties, the complete application packet (Proposal Narrative, Budget and Budget Narrative, Document Demonstrating Authority to Apply).
4. Within 24 hours after the applicable deadline, the applicant must email this program at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) the following information: a) applicant's DUNS number, b) Grants.gov or JustGrants Applicant/User Support tracking numbers, and c) other relevant documentation.

**Common foreseeable technical difficulties for which OVW will not approve a late submission:** (1) Using an outdated version of Adobe Acrobat; and (2) Attachment rejection (Grants.gov will reject attachments with names that contain certain unallowable characters).

**Note:** Through Grants.gov or JustGrants, OVW can confirm when submission began. Applicants that attempt final submission less than 24 hours before the deadline will not be considered for late submission. By beginning the final submission process 24-48 hours before the deadline, applicants should have sufficient time to receive notice of problems with their submissions and make necessary corrections.

#### Severe Inclement Weather or Natural or Man-Made Disaster

1. Contact this program at [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov) as soon as the applicant is aware of severe weather or a natural or man-made disaster that may impede the submission of an application by the deadline. The email should include a detailed description of the weather event or natural or man-made disaster. A detailed description includes when the event occurred, or is likely to occur, the impacted area, and the specific impact on the applicant and/or partners' ability to submit the application by the deadline (e.g., without power for "x" days, office closed for "x" days). If the application is complete and ready for the submission at the time the applicant notifies OVW, the application should be included with the email.
2. Applicants impacted by severe weather or a natural or man-made disaster occurring on the deadline must contact OVW within 48 hours after the due date or as soon as communications are restored.

**Note: OVW may not be able to accommodate all requests resulting from severe inclement weather or a natural or man-made disaster.**

OVW will review the request for late submission and required documents and notify the applicant whether the request has been approved or denied within 30 days of the submitted request.

# Application Review Information

## Review Criteria

Applications will be scored based on the degree to which the application responds to each section and addresses each element in the section. Furthermore, applications will be scored based upon the quality of the response, capacity of the applicant and any partners, and the level of detail provided. Each element **must** be addressed in the section in which it is requested. Points may be deducted if the applicant does not include the information in the appropriate section regardless if it is included elsewhere within the application. Each section will be reviewed as a separate document and will be scored as such. Specifically, for the Tribal Jurisdiction Program, scoring will be as follows:

1. Proposal Abstract: 5 points.
2. Proposal Narrative: 75 points, of which:
  - A. Purpose of the Proposal: 30 points.
  - B. What Will Be Done: 35 points.
  - C. Who Will Implement the Proposal: 10 points.
3. Budget Worksheet and Budget Narrative: 15 points.
4. Document Demonstrating Authority to Apply: 5 points.

Voluntary match or other cost sharing methods will not be considered in the evaluation of the application.

## Review and Selection Process

Applications will be subject to a peer review and a programmatic review.

### Peer Review

OVW will subject all eligible, complete, and timely applications to a peer review process that is based on the criteria outlined in this solicitation. OVW may use internal reviewers, external reviewers, or a combination of both.

### Programmatic Review

All applications that are considered for funding will be subject to a programmatic review. The programmatic review consists of assessing the application for compliance with the program's scope, activities that compromise victim safety, and, if applicable, past performance and priority area review. OVW reserves the right to deduct points from applications for the following reasons:

1. Activities that compromise victim safety and recovery and undermine offender accountability (deduct up to 25 points).
2. Out-of-scope and unallowable activities (deduct up to 25 points).
3. Past performance (deduct up to 25 points).
4. Formatting and Technical Requirements (deduct up to 5 points).

An application that is deemed to be substantially out-of-scope, proposes a substantial number of activities that are unallowable, or proposes activities that pose a significant threat to victim safety or a serious breach of confidentiality will not be considered for funding. **An applicant with considerable past performance issues may receive a deduction in points as described above or be removed from consideration entirely regardless of the application's peer review score.**

As a part of the programmatic review process described above, applicants with current or recently closed OVW awards will be reviewed for past performance and risk based on the elements listed below.

1. Demonstrated effectiveness of the current project indicated by timely progress toward meeting project goals and objectives.
2. Demonstration that past activities supported with OVW grant funds have been limited to program purpose areas.
3. Adherence to all special conditions of existing grant award(s) from OVW.
4. Adherence to programmatic and financial reporting requirements, including timely submission of required reports.
5. Completion of close-out of prior awards in a timely manner.
6. Appropriate use of and active participation in OVW-sponsored workshops and other technical assistance events as required by a special condition of the current or recent award.
7. Receipt of financial clearances on all current or recent grants from OVW.
8. Timely resolution of issues identified in any audit or on-site financial or programmatic monitoring visit.
9. Adherence to the Office of Management and Budget single-audit requirement.
10. Timely expenditure of grant funds.
11. Adherence to the requirements of the [DOJ Financial Guide](#).

Prior to making an award, OVW is required to review and consider any information about applicants included in the designated integrity and performance system accessible through SAM (currently the Federal Award Performance and Integrity Information System or FAPIIS). Applicants may review and comment on information in FAPIIS about themselves that another federal awarding agency has previously entered. OVW will consider the applicant's comments as well as other information available in FAPIIS in making its judgment about the risk posed by making an award to the applicant as described in 2 C.F.R. § 200.206.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the OVW Director, who also may give consideration to factors including, but not limited to, reaching underserved populations, geographic diversity, OVW priorities, past performance, and available funding when making awards. All award decisions are final and not subject to appeal.

#### High-Risk Grantees

Based on DOJ's assessment of each grantee with regard to current or previous funding, unresolved audit issues, delinquent programmatic and fiscal reporting, and prior performance, a grantee may be designated "high-risk." Awards to high-risk grantees may carry special conditions such as increased monitoring and/or prohibitions on drawing down funds until certain requirements are met. High-risk grantees with substantial or persistent performance or compliance issues, long-standing open audits, or open criminal investigations may not be considered for funding.

### **Anticipated Announcement and Federal Award Dates**

It is anticipated that all applicants will be notified of the outcome of their applications by October 1, 2021.

## **Federal Award Administration Information**

### **Federal Award Notices**

Successful applicants will receive OVW award notifications electronically from JustGrants (not Grants.gov). This award notification will include instructions on enrolling in Automated Standard Application for Payments (ASAP) and accepting the award. Recipients will be required to log into JustGrants to review, sign, and accept the award. The Authorized Representative must acknowledge having read and understood all sections of the award instrument and submit the required declaration and certification to accept the award; these steps will be completed electronically in JustGrants.

### **Administrative, National Policy, and Other Legal Requirements**

#### Information for All Federal Award Recipients

Applicants selected for awards must agree to comply with additional legal, administrative, and national policy requirements. OVW strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. This information can be found in the section of the [Solicitation Companion Guide](#) entitled "Post-Award Requirements for All Federal Award Recipients."

Terms and conditions for OVW awards are available on the [OVW website](#). These terms are subject to change prior to the issuance of the awards.

#### Violence Against Women Act Non-Discrimination Provision

The Violence Against Women Reauthorization Act prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary for the essential operation of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Additional information on the civil rights obligations of OVW funding recipients can be found in the [Solicitation Companion Guide](#) under "Civil Rights Compliance."

#### Accessibility

Recipients of OVW funds must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination on the basis of disability and national origin. Compliance with these laws includes taking reasonable steps to ensure that persons with limited English proficiency have meaningful access to recipients' programs and activities and that these programs and activities are readily accessible to individuals with disabilities. More information on these obligations is available in the [Solicitation Companion Guide](#) under "Civil Rights Compliance."

### **General Information about Post-Federal Award Reporting Requirements**

OVW grantees are required to submit semi-annual progress reports and quarterly Federal Financial Reports (SF-425). Appropriate progress report forms will be provided to all applicants selected for an award. Forms will be submitted

electronically. Future awards and fund drawdowns may be withheld if reports are delinquent. For more information on post award reporting requirements, including requirements for certain recipients to report information on civil, criminal, and administrative proceedings in FAPIIS, see the [Solicitation Companion Guide](#) and the award condition on recipient integrity and performance matters available on the [OVW website](#).

## Federal Awarding Agency Contact(s)

For assistance with the requirements of this solicitation, contact the following: for programmatic questions, contact this program at 202-307-6026 or [OVW.TribalAffairs@usdoj.gov](mailto:OVW.TribalAffairs@usdoj.gov), for financial questions, contact 888-514-8556 or [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov), and for technical questions, contact Grants.gov Applicant Support at 800-518-4726 or [support@grants.gov](mailto:support@grants.gov) or OVW JustGrants Support at 1-866-655-4482 or [OVW.JustGrantsSupport@usdoj.gov](mailto:OVW.JustGrantsSupport@usdoj.gov).

## Other Information

### Public Reporting Burden- Paper Work Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. OVW tries to create forms and instructions that are accurate, can be easily understood, and impose the least possible burden on applicants. The estimated average time to complete and file this form is 30 hours. Comments regarding the accuracy of this estimate or suggestions for simplifying this form can be submitted to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street, NE, Washington, DC 20530.

**Note: Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.**

### Application Checklist

Applicants must submit a fully executed application to OVW, including all required supporting documentation. Additionally, if an applicant plans to submit an application under any other OVW grant program this fiscal year, it is the applicant's responsibility to ensure that only documents pertinent to this solicitation are included with this application. OVW will not redirect documents that are inadvertently submitted with the wrong application (e.g., a Rural Program letter submitted with a Transitional Housing Program application will not be transferred to the Rural application).

Application Document	Completed
Letter of Intent.	
Proposal Abstract.	
Proposal Narrative: <ul style="list-style-type: none"> <li>• Initial Assessment.</li> <li>• What Will be Done.</li> <li>• Who will Implement the Proposal.</li> </ul>	
Budget Worksheet and Budget Narrative.	
Data Requested with Application.	
Document Demonstrating Authority to Apply	
Application for Federal Assistance: SF-424.	
Disclosure of Lobbying Activities (SF-LLL).	
Confidentiality Notice Form.	
Pre-Award Risk Assessment.	
Indirect Cost Rate Agreement (if applicable).	
Letter of Nonsupplanting.	
Applicant Disclosure of Duplication in Cost Items.	