

DARYL FOX: Good afternoon, everyone, and welcome to today's webinar. FY 2023 Developing Future Victim Specialists to Serve American Indian/Alaska Native Victims of Crime, hosted by the Office for Victims of Crime.

At this time, it's my pleasure to introduce Yolanda Curtis Gibson, Grants Management Specialist with OVC's Tribal Division to begin the presentation. Yolanda.

YOLANDA CURTIS GIBSON: Good afternoon, everyone, or good morning, depending on where you are. As Daryl mentioned, I'm Yolanda Curtis Gibson and I work in OVC's Tribal Division. I'm a Grants Management Specialist, and the Program Manager for the Developing Future Victim Specialist Program. And I will be your presenter for today's webinar.

So during today's webinar, we will talk about OVC's mission and the solicitation, including an overview of the funding opportunity or program, eligibility, and required documents. Then we will talk about the application process and resources that are available to help with your application. At the end of the presentation, there will be time to answer your questions.

OVC's mission is to enhance the Nation's capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime. The Office for Victims of Crime administers the Crime Victims Fund, which is financed by fines and penalties paid by convicted federal offenders and not from tax dollars. OVC channels that money towards victim compensation and assistance throughout the United States, raises awareness about victims' issues, promotes compliance with victim rights laws, and provides training and technical assistance and publications and products to victim assistance professionals. This funding supports formula programs to states, territories, and Tribes, as well as many OVC discretionary grant programs for victims of crime.

In fiscal year 2023, OVC has approp--well, we've been appropriated over \$1.8 billion to help improve victim services throughout the Nation. The majority of OVC funding is Victims of Crime Act funding, which, as I mentioned, goes to states and territories at formula funding for victims compensation and victims assistance programs. Approximately \$95 million is anti-trafficking funding, \$95 million is for Tribal efforts, and the rest is for discretionary programs.

Next, I will cover the specifics related to this funding opportunity, including eligibility, required documents, the application process, and resources that are available to help you.

Organizations that are eligible to apply under this program are for profit organizations, small businesses, Native American Tribal organizations, federally recognized Tribes, nonprofits whether or not they have 501(c)(3) status, and institutions of higher education, both public and private.

OVC will consider applications under which two or more entities would carry out the federal award. However, only one entity may be the applicant. Any others must be proposed as subrecipients or subgrantees. For additional information on subawards, please see the OJP Grant Application Resource Guide and a link to that guide will be placed in the chat.

All recipients and subrecipients, including any for profit organizations, must forego any profit or management fee.

The goal of this program is to do justice the title suggests, and that is to develop future victim specialists to serve American Indian and Alaska Native victims of crime. One thing we know from working with Tribes is that many of them, particularly those that are in very rural or remote locations, have some challenges with recruiting and retaining victim service professionals. This program seeks to help address that challenge. The inspiration behind this program was other fields like education and health care that have taken a "grow your own approach" to addressing staffing shortages in rural communities. This is done by engaging individuals that already have a connection to these communities, in that they already live, are from, or attend schools--school in these areas. Our hope is that by identifying and training prospective victim service professionals, in or from the communities to be served, Tribal and Bureau of Indian Affairs Victims Service Programs will be better able to fill positions in remote Indian Country and Alaska Native locations, and, in turn, ensure that victims in these locations get the services they need.

I should also emphasize that while current college and university students are indeed a target audience for this program, you can also design your program to include other interested individuals, such as mid-career professionals seeking a career change, or community members without a college education. Finally, geographic diversity will be an important consideration in selection, and OVC hopes to fund various programs across the lower 48 states and Alaska.

So next, I will cover the objectives of this program. And your application should address the objectives as noted on your screen. They are to establish or continue operating and administer a structured program that links individuals interested in victim service careers, to internship or residency opportunities with victim service programs run by the Bureau of Indian Affairs or BIA, a Tribe, or a Tribal consortium. We encourage you to include incentives for participants, including but not limited to a stipend, course credit, tuition assistance, or priority consideration for future employment opportunities. Part of this objective includes creating and proposing the structural and administrative makeup of the program, which includes the process for identifying and selecting interns, setting requirements for the program, and addressing any privacy issues associated with interns serving in direct service positions. The second objective is to provide supervision and training to participants in the program by experienced victim service professionals. And the third objective is to establish baseline data and a data collection process for performance metrics. In addition to satisfying OVC reporting requirements, this data could potentially be used in an additional OVC evaluation, or assessment of the

program, or to inform recruitment, and workforce building practices for other victim service programs that serve American Indian and Alaska Native communities.

To meet the goals and the objectives I previously discussed, successful applicants will be required to complete several deliverables and activities. So, you will need to demonstrate the existence of a relationship between a Tribal victim service program, and an organization such as a university program, or perhaps a Tribal coalition that will refer, train, and supervise individuals interested in paid victim services internships, or residencies in American Indian or Alaska Native communities. You'll also need to identify victim service programs staffing needs, and determine how victim service internships or residencies would address these needs, the number of internships or residencies that are necessary, and job descriptions for the participants. You'll need to develop a list of selection criteria that participants must meet to be selected as victim service interns or residents. And I should also note that I'm using the terms "interns," "residents," and "participants" interchangeably throughout the presentation. And then you also need to determine the program requirements a participant must meet to successfully complete the program.

In addition, you will need to identify, recruit, and hire individuals that meet the necessary criteria. You will need to provide training and other necessary support, including safety planning, to interns or residents. Training and support needs will be identified by you, as the grantee if you're a successful applicant, and it should consider differences in training needs depending on the types of interns or residents participating. So for example, if your program accepts interns that are current college or university students, recent college graduates, and those without a college education, you should explain how your training will be tailored to meet the needs of these different intern groups. And then finally, you'll be expected to work with OVC or an OVC designee to measure the success of your program by assessing the impact that the participants have had on the victim services program, and the community served, and the number of participants who pursue or plan to pursue a career in providing victim services for Tribal communities after completion of the internship or residency program.

So OVC expects to make about 10 awards under this program. Awards will be for up to \$500,000 for a total of \$5 million awarded under the larger program or solicitation. The period of performance start date for each grant will be October 1, 2023. And each grant will have a period of performance of 36 months or 3 years.

OVC may, in certain cases, provide additional funding in future years to awards made under the solicitation through continuation award. OJP will consider, among other factors, our strategic priorities, a recipient's overall management of the award, and the award funded work's progress when making continuation award decisions. The solicitation and awards under the solicitation are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency, which is DOJ, or by law. In addition, nothing in the solicitation is intended to and does not create any right or benefit, substantive, or procedural,

enforceable by law or in equity by any party against the United States, its departments, agencies or entities, its officers, employees, or agents, or any other person.

Awards under this program will be made as grants and not cooperative agreements. Grants are a legal instrument of financial assistance where the awarding agency maintains an oversight and monitoring role. One official component of a grant is that it does not have substantial involvement with the awarding agency, like a cooperative agreement does. However, our approach to managing these awards is very collaborative. And we try to foster that in many ways, including quarterly grantee meetings that involve information sharing among all recipients under the programs. And current grantees have shared that they appreciate this approach. For more information about grants and the differences, perhaps, between grants and cooperative agreements, you can check out the Administrative, National Policy, and Other Legal Requirements section of the OJP Grant Application Resource Guide.

So in this next section, we will cover Application and Submission Information.

So if you are a new applicant or entity interested in applying, please be sure to apply for a UEI. A UEI is a Unique Entity Identifier number in SAM.gov. Please do that as soon as possible, as there have been extensive delays with the entity validation service process in SAM. And you should not wait until the last minute. Delays are also being experienced by entities that have changed their legal business name or physical address.

There are two different deadlines for this--for this program. The Grants.gov deadline is June 12th at 11:59 PM, Eastern Time. And the JustGrants deadline is June 20th at 8:59 PM, Eastern Time. And just--in just a few moments, I'll explain what those differences are between the two deadlines. We expect to award grants no later than September 30th of this year. And all project start dates will be on October 1, 2023. Please note that if you are selected for an award, you may not begin work until your budget has been reviewed and officially approved by OJP. Additional information and or restrictions may be outlined in your award package.

Okay. So your application must include a few things. And in order to meet the basic minimum requirements to advance to peer review and to receive consideration for funding, your application must include a program narrative, which is 85 percent of your overall score and a budget, which is 15 percent of your overall score. Please remember that if you fail to submit either one of these documents, your application will not be considered for funding.

So, as I mentioned, the first required document is a proposal narrative. And that narrative must be double-spaced. You must use a standard 12-point font. That document should not have margins that are less than one inch. And it should not exceed 20 numbered pages. And the proposal narrative will be submitted as an attachment in JustGrants. Please be sure to adhere to the proposal narrative formatting requirements. If the proposal narrative fails to comply with these length-related

restrictions, OVC may consider such noncompliance in peer review and in final award decisions. Please also note that tables, charts, and graphs included in the proposal narrative do count towards the page limit.

As I mentioned earlier, the proposal narrative makes up 85 percent of the review criteria or your overall score. And your proposal narrative must include four sections. That first section is the Statement of the Problem or Description of the Issue. And that's worth 20 percent of your score. It must include your Project Design and Implementation Plan. And that is 40 percent of your score. It must include Capabilities and Competencies section and that's worth 20 percent. And finally, it should include a Plan for Collecting the Data Required for This Solicitation's Performance Measures, and that is worth 5 percent.

So for that first section of your proposal narrative, which again is the Description of the Issue and Statement of the Problem, you should be sure to include a description of the service area for the proposed program, including demographic information that describes the American Indian or Alaska Native population in the service area. You should describe the victim services needs in the community--in the community that will be served. You should describe the difficulties that the associated victim services program has had with hiring or retaining necessary, direct victim services staff in the past. And you should also provide a clear statement about how funding will support recruitment, hiring, training, and supervision of victim services interns or participants; and how paid internships or residencies will support both the individual program and the American Indian or Alaska Native community served.

In the Project Design and Implementation section of your narrative, you must provide a coherent, concise, comprehensive plan describing how the proposed program will be implemented. And this includes detailed goals and objectives that will be completed during the 36-month project period. These goals and objectives must align with the project goals and objectives in the Goals, Objectives, and Deliverables section of the solicitation. You must also include a detailed 36-month project timeline. And that timeline can be submitted either within the narrative or as a separate attachment. You should make sure that your goals are brief, concise, and clear. Make sure that the information you provide is consistent throughout your proposal. Make sure that your goals are solid and that your objectives are measurable. And objectives should be SMART. And SMART is an acronym that means Specific, Measurable, Attainable, Realistic, and Time-bound. And be sure that as you are writing that you focus on the future and that you set a realistic timeline to complete your project.

In the Capabilities and Competencies section of your narrative, you must demonstrate the ability to identify, recruit, hire, train, supervise, and retain individuals interested in working in the victim services field. You should also demonstrate your ability to coordinate and manage key stakeholders and work with Tribal governments, Tribal organizations, including Tribal coalitions, Federal Government offices, colleges and universities, and other stakeholders to identify staffing needs for victim services programs serving Tribal communities. You also must describe your experience working

with Tribal government and Tribal organizations and demonstrate that you have an understanding of cultural sensitivity in working with Tribal populations.

The final section of the program narrative is your Plan for Collecting the Data for This Solicitation's Performance Measures, which, again, is worth 5 percent of your score. You are not required to submit performance data with this application, rather performance measure information is included as an alert to successful applicants that you will be required to submit performance data as part of your awards reporting requirement. In this section, you must describe your process for measuring project performance. You must identify who will collect the data, who is responsible for performance measurements, and how that information will be used to guide and evaluate your project's impact. You should also describe the process for accurately reporting data.

Performance measures are parameters against which progress towards goals can be assessed. So, it's a common language that links your plans and your performance. And it consists of your program's inputs, activities, outputs, and outcomes. While this data satisfies the reporting requirement for your grant, it also provides an excellent opportunity to self-assess your program and your organization's processes. As a first step, I would recommend that you review this program's performance measures focusing on the numbers, narratives, and other data you will need to collect to answer the questions posed by OVC. And we will require each successful applicant to submit regular performance data that show your completed work's results. The performance data directly relates to the goals, objectives, and deliverables identified in the Goals, Objectives, and Deliverables section of the solicitation. You can visit OJP's performance measurement page at ojp.gov/performance for an overview of performance measurement activities at the Office of Justice Programs or OJP in general. Now, a list of performance measuring questions for this particular program can be found at the link on your screen. And it will also be placed in the chat, if it is not already there. OVC will require award recipients to submit performance measure data and semiannual performance reports in JustGrants. And we will provide further guidance on this after award, if you are selected for grant funding.

Your budget worksheet and narrative is 15 percent of your score. You will use the Excel-based [budget detail worksheet](#), which you can find using the link on your screen. And that link is also on the chat. You must submit a budget for a 36-month or 3-year project period. The must show calculations for requested funding and narrative descriptions for all proposed expenses. Make sure that you break out your costs by year, again, reflecting a 36-month project period. The proposed budget must not exceed \$500,000 and must be consistent with activities described in your proposal narrative. For questions pertaining to the budget and examples of allowable and unallowable costs, I recommend that you take a look at the [DOJ Grants Financial Guide](#). A link to the DOJ Financial Guide will be placed in the chat.

Just like your objectives need to be SMART, so does your budget. Your budget also needs to be specific, measurable, achievable, relevant, and time-bound. Be specific

when listing all of your subcategories and expenses. Make sure that your costs are measurable under the computation column of the budget. To ensure that your budget items are achievable or attainable, your budget needs to make sense. If you put your timeline next to your budget and are sure that each item is accounted for, then your budget will be relevant. And the Excel-based budget detail worksheet, again as a mentioned earlier, has your budget broken down by year. These awards, again, are for 3 years, so your budget must reflect a 3-year time period. You'll also want to make sure that anything you put in your budget is easily understandable by reviewers and that it makes sense to them.

So, the program narrative and budget are the most important documents to submit because if you fail to submit them, your application will not move forward for peer review. However, there are several other documents that need to be submitted with your application as well. The application checklist at the end of the solicitation lists the other documents to include. Some of these additional documents include but are not limited to, an abstract; a timeline, if you did not include it in your narrative; memorandums of understanding or letters of support from partnering agencies; resumes of key personnel; and indirect cost rate agreement. Please be sure to review that checklist at the end of the solicitation prior to submitting your application to ensure that you have attached all of the relevant documents. Other resources to aid you in developing your application include the [DOJ's Application Submission Checklist](#), the JustGrants quick reference about [Application Attachments](#), and there's also a larger [Application Submission](#) job aid that covers potential attachments that you may be asked to provide. And those links will also--to all those documents will be included in the chat.

So, this slide covers some tips that you should consider as you are developing your program narrative, budget, and other documents. Please be sure to use simple and concise language. Ensure that any information you provide is presentable and organized. I encourage you to add tables, graphs, photos, and other images, when possible, while also still being mindful of any grant guidelines and page limitations. Make sure that you are realistic about how you will achieve your goals. And make sure that if you are writing the application but someone else will actually run the project, that you work with them to get their feedback and their input as you are writing. Please make sure that your proposal is consistent with the solicitation. And please check, recheck, and check again your calculations in your budget, the grant requirements to make sure that you have everything that's outlined in the solicitation, references, as well as other grant details.

Some common reasons that peer reviewers cite for a weak application include applications that are too ambitious or that lack focus, applications where the applicant lacks the appropriate expertise to carry out the proposed project, applications that are deemed to not have evidence of feasibility. And you should not assume that the reviewers have the same familiarity with your project or your geographical location or anything like that. So, make sure to spell out any relevant details as much as possible. Other common reasons cited for a weak application include poor writing, or lots of other errors, or proposals that do not have citations or sources for data provided.

So now, we are going to go over the Application Process.

This part of the grant's life cycle involves completing and submitting web-based forms and any requested attachments based on the requirements in the solicitation. The process of submitting an application in JustGrants actually begins in Grants.gov. Once you have located the funding opportunity, you will need to submit an SF-424 and an SF-LLL in Grants.gov. And this is the extent of the application requirements in Grants.gov. Aside from the SF-424 and the SF-LLL, your other application documents are uploaded in JustGrants. Your entity information is populated based on entries made in SAM.gov and used in Grants.gov.

So, for this solicitation, you should submit Part 1, which, again, is the SF-424 and the SF-LLL by June 12th at 11:59 PM, Eastern Time. And then you'll submit Part 2, which is the full application in JustGrants and you'll do that by June 20th at 8:59 PM, Eastern Time. After the June 12th Grants.gov deadline, the solicitation is removed from Grants.gov and you won't be able to apply after this date. It's highly recommended that you try to submit at least 72 hours or 3 days prior to the deadline to provide you with enough time to correct any errors and resubmit if necessary. It's okay to insert preliminary information in Grants.gov, if you haven't fully determined your budget or project scope. You will be able to edit and update all of your entries in JustGrants. Once the application has been submitted and validated in Grants.gov, it will be sent to JustGrants for completion. It may take several days for Grants.gov to complete validations and release it to JustGrants. So, please allow yourself ample time to complete. The JustGrants submission should include all items that are required in this solicitation. And once it is submitted in JustGrants, it is final.

There are certain web-based forms that must be submitted directly into the JustGrants system and not as an attachment. These include your abstract and your disclosure of duplication in cost items. These items are noted in the solicitation as additional items that should be completed. So again, as I previously mentioned, please be sure to review the application checklist at the end of the solicitation. Please be sure to pay attention to the required sections. If a section is required and presents you with web-based entry, that means that you cannot upload a document instead. You have to input that information directly into the JustGrants system.

After you have submitted your application, you might be wondering, "Okay. What's next?" Well, OVC will review all applications. If you receive an award, you will be notified by September 30th. Please remember who your Entity Administrator and Authorized Representative in JustGrants are because they will be notified if the deadline for applications changes for some reason. And by the way, we don't anticipate that happening, but I did want to alert you that that has sometimes been a possibility with our grants. The system will also notify the Application Submitter, Entity Administrator, and Authorized Representative when the application has been received in JustGrants from Grants.gov. The Entity Administrator will also receive notification when OVC sends out award notifications. You are encouraged to check--to check JustGrants regularly, so

you're aware of what's going on with your application, its status, perhaps if a change request is made by the grant manager that will process your application, etc. If you have submitted your application, the status will say "submitted." You may also see a banner that indicates that it's past due. This banner indicates that the submission deadline has passed, not that your application is past due. So, if you see a past due banner, you can ignore it. The submitted status is what is most important.

So now, we will explore the different resources available to you and the information on the different systems you will touch in your application process.

So, I just wanted to note that you can go to ovc.ojp.gov to learn about OVC's history and funding to find products, and publications, and to register for any upcoming events. And the link to the OVC website has been placed in the chat.

A good starting point for you, in terms of the financial aspect of your grant, is the [DOJ Grants Financial Guide](#), and this serves as the primary reference manual for all DOJ grantmaking components. And if you receive any grants from any DOJ grantmaking components, that can be OJP, OVW, which is the Office on Violence against Women, or COPS, which is the Community Oriented Policing Services Office. But it helps all of those award recipients in fulfilling their fiduciary responsibility to safeguard grant funds and ensure that funds are used for the purposes for which they were awarded. The DOJ Financial Guide compiles a variety of laws and rules and regulations that affect the financial and administrative management of your award. References to the underlying laws and regulations have been provided in the guide as much as possible. The DOJ Financial Guide should be the starting point for all recipients and subrecipients of DOJ grants and cooperative agreements in ensuring the effective day-to-day management of awards. The top 10 topics in the guide are listed here on the screen and they include topics such as financial management systems, allowable costs, unallowable costs, and federal financial reports, among other topics.

The [Office of Justice Programs Grant Application Resource Guide](#) provides guidance to assist OJP grant applicants in preparing and submitting applications for OJP funding. The link to this document is on the screen and has also been placed in the chat. It addresses a variety of policies, statutes, and regulations that apply to many or, in some cases, all OJP program applicants or to grants and cooperative agreements awarded in Fiscal Year 2023. Some OJP programs may have program solicitations that expressly modify a provision of this guide, and in such cases, the applicant or grantee should follow the guidelines in the solicitation as to any such expressly modified provision. I would also advise you that if you notice any discrepancies between what your program solicitation says and what that document says, that you consult with your grant manager about any of those concerns.

So earlier, I talked about performance measures. At the link on the screen, you can find an overview of [performance measurement activities](#) at OJP in general. While you are not required to submit performance measures with your application, this gives you an idea of the types of information that might be requested if you're awarded. I also talked

about the measures that are specific to this solicitation, so you just--you should have the link to that as well. But this resource can also help familiarize you with some of the systems that we use related to performance measurements.

Okay. So now we will move on to systems tools and the first that we'll cover is [SAM.gov](#) and the link to that is in the chat. Before you submit an application, you must register in SAM and that is the System for Award Management. You must renew and validate your registration every 12 months. If you do not renew your SAM registration, it will expire. An expired registration can delay or prevent application submission in Grants.gov and in JustGrants. Registration and renewal can take up to 10 business days to complete, so please be sure to get started early.

Once you are all set in SAM.gov, [Grants.gov](#) is your first stop in starting your application. Under the Applicant tab, you will find training and information on applying, the Grants.gov system, and the funding opportunity process. And a friendly reminder that this solicitation, like all solicitations at OJP, has two deadlines that must be met in order to be considered for funding. We went over those. The first is in Grants.gov and then the later deadline is in JustGrants. Once you submit your Grants.gov documents, so again, that's the SF-424, and the SF-LLL, please keep an eye out for an email confirming that you have successfully submitted. If you do not successfully submit in Grants.gov, you will not be able to complete your JustGrants application. As a reminder for this solicitation, the Grants.gov deadline is June 12th and the JustGrants deadline is June 20th.

So after Grants.gov, the next system you will use is [JustGrants](#). JustGrants is intended to be an end-to-end grants management system that applicants and grantees will access and use throughout the grant cycle from application, through award, and to close out. JustGrants offers training resources on the DOJ website. You can explore and add the resources by topic. Typically, you'll find an in-depth Job Aid Reference Guide that provides step-by-step instructions with screenshots about a particular process or you'll also find short step-by-step videos, which are meant to be used while you are working and can really help if you're in the middle of a JustGrants task and want to verify next steps. You will also find quick reference guides that will walk you step-by-step through specific tasks. Two quick reference guides related to the application submissions topic are the Application Attachments Quick Reference Guide and Printing an Application Quick Reference Guide. Additionally, JustGrants offer some live sessions each week on various topics.

And that also includes [JustGrants Office Hours on Application Mechanics](#). Those--That particular session is offered every Wednesday from 2:30 to 4:00 PM, Eastern Time. These live virtual sessions discuss everything you need to know about submitting an application in JustGrants. So the next sessions, two sessions are noted on the slide. They will take place May 24th and May 31st. And you can find information about this session and others using the link on your screen and in the chat box.

Other topics covered on different days include Entity Management Virtual Q and A session on Tuesdays; and Award Acceptance Virtual Q&A on Thursdays; which can be helpful to you after you've been notified of an award; and Post-Award Management Virtual Q&A on Mondays. Please be sure to start your application in JustGrants as soon as possible to confirm that you have access to the system. And please do your best to submit your application well before the due date. We will only accept late applications if you can demonstrate that there is a technical reason you could not submit. So you'll want to ensure that you have plenty of time to address any potential technical issues that you may encounter.

So in terms of personal or programmatic help, we do have the OVC Training and Technical Assistance Center or [OVC TTAC](#). They have many different resources that you'll find useful. They offer free education and training tools on a variety of victimization-related topics. And some of these resources can be used to aid you in training your interns and participants, and also to help you to serve and reach out to victims of every type of crime, every background in different geographic locations, etc., and offer them the resources that they need to rebuild their lives.

The [OJP Response Center](#) offers justice and drug-related information to support research, policy, and program development worldwide. You can subscribe and find funding opportunities, recent publications, online resources, and upcoming events at the link on your screen.

And so to assist you in developing strong proposals in response to our [current funding opportunities](#) and that--this applies to this solicitation as well as many others, OVC has hosted educational [webinars](#) for interested stakeholders to learn more about the program objectives of our initiatives and application submission requirements. So, each webinar had a question and answer section before the conclusion. And you may want to review those previously held webinars for additional information on how to apply. You can sign up for [News From OVC](#) to stay up-to-date on webinars as they are scheduled. You can also find OVC funding opportunities and other DOJ funding opportunities on the [DOJ Program Plan](#) website. And links to all of these resources have been added to the chat.

So here is a slide that has some contact information that you may find useful as you're preparing your applications and this information is also in the solicitation. First is for SAM.gov. If you need assistance with registering or renewing your registration, you can reach them by phone at 866-606-8220, or at the Federal Service Desk at [fsd.gov](#).

The second resource noted is for assistance with Grants.gov. And, again, you use Grants.gov only to submit your SF-424 and SF-LLL. If you need to reach out to Grants.gov, you can do so at one of the phone numbers listed on the screen or via email at support@grants.gov.

So next, we have contact information for JustGrants. They can provide technical assistance on submitting your full application. They can be reached by phone at 833-872-5175 or through email at Justgrants.Support@usdoj.gov.

When contacting any of these system help desks, please be sure to request a tracking number so you can document that you sought assistance with your issue. This will be important in the event that you need to document, you know, that you had a technical issue that prevented you from submitting your application.

The OJP Response Center is available to provide technical assistance and answer any questions you have about programmatic requirements of the solicitation. They can be reached by phone at 1-800-851-3420, or grants@ncjrs.gov.

If you are a current grantee, we appreciate your understanding that your grant manager and other OVC staff cannot answer questions about an open solicitation directly. For purposes of fairness and transparency, if you reach out to us, we will have to refer you back to the OJP Response Center so that your question can be documented and addressed officially. Finally, please keep in mind that the OJP Response Center is also who you need to contact within 24 hours of the Grants.gov or JustGrants solicitation deadlines should you experience any technical issues that prevent your application submission. Keep in mind that you will need to be able to document any technical issues, which is why starting your application early and maintaining any tracking numbers, if you have reported an issue, is critical.

Now, this slide shows links to OVC social media pages on [Facebook](#), [Twitter](#), and [YouTube](#). We encourage you to like us on Facebook, follow us on Twitter, or watch us on YouTube.

Thank you so much for your time and attendance today, and I will now open the floor for your questions.

DARYL FOX: Thank you so much, Yolanda. And for those on today's call, you can enter your questions by selecting the three dots at the far bottom right of your screen, select QA, send to all panelists, and we can get those queued up with the remaining time we have today.

And also, as a reference, while those--we're waiting on those to come in, the recording, PowerPoint, and transcript for today will be posted to the OVC website. That link has been put in the chat for you to reference. You'll also receive an email when and where to access those.

This is--Yolanda, the first question has come in, "Is there a limitation to the geographic area an applicant can serve, state or region, something like that?"

YOLANDA CURTIS GIBSON: No, we do not have a limitation. You just have to show that you have the expertise, the capability, the competencies, the relationships

necessary to serve whatever region you propose in your application. I should also mention that after award, there may--we may ask you to make some adjustments to your region if there is another applicant that has also proposed to serve a section of the same region. However, you feel free to propose whatever region you feel you can adequately serve in your application.

DARYL FOX: While we--

YOLANDA CURTIS GIBSON: Any other questions?

DARYL FOX: While we're waiting, I'll go ahead and put this slide up as well. If you do--once we conclude today, if you have questions post-webinar, you can contact, as Yolanda mentioned, the OJP Response Center for anything programmatic-related at grants@ncjrs.gov. So, I'll just keep this slide up for a while, if you need to reference it. Nothing in the queue at this time.

YOLANDA CURTIS GIBSON: Okay. I'll wait a few more seconds to see if we get anything that comes in. Otherwise, we can--oh, otherwise, we can end. And again, feel free to contact any of these resources if you have any questions that come up after we end today's webinar. I'll give it just a few more seconds in case anyone is typing.

DARYL FOX: One did come in. "Could there be inclusion of a host site technical assistance by the applicant?"

YOLANDA CURTIS GIBSON: I'm not sure I understand your question. I'm going to attempt to answer it and if it doesn't answer what you're asking me, please clarify. If you're talking about a component where you as the applicant not only are training interns, but you're also training their host site, their victim service program, where they're--they will be placed on certain things, then yes, that is allowable. Are you asking about training sites that maybe don't have experience in hosting an intern? And so you'd be training them on supervision principals or--okay. So preparing them for readiness to accept interns, in other words, mentoring, helping the staff with getting their programs prepared for hosting duties; yes, you could include that as well. Okay. So it sounds like that answered that question. You are most welcome.

Okay. If we don't have any other questions, I think we can go ahead and end today's webinar. Thank you all so much for joining us. Really appreciate you taking the time and I look forward to receiving your applications.

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