



# Fiscal Year 2025 Tribal Victim Services Set-Aside Formula Program Notice of Funding Opportunity Webinar Series:

## Application Preparation & Submission

Thank you for joining. We will begin shortly.

# Technical Overview

- If you are listening via computer, please select the speakers or headphones you wish to use.
- Your microphone and video are not needed and will remain off.
- If you are experiencing any technical issues for this webinar, please let us know in the chat box or email our technical support at [Support@t-vstta.org](mailto:Support@t-vstta.org).

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Available in Zoom Link Email

## Select a Speaker

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Test Speaker & Microphone...

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Unmute



Start Video



**OVC**  
Office for Victims of Crime

# Welcome Remarks



**LeBretia White**  
Tribal Division Director  
Office for Victims of Crime



# OVC Presenters



**Janet Routzen**

Grants Management Specialist  
Tribal Division  
Office for Victims of Crime

**Ramesa Pitts**

Grants Management Specialist  
Tribal Division  
Office for Victims of Crime



# About the Office for Victims of Crime (OVC)

OVC raises awareness of crime victims' issues and supports programs that assist all victims in the aftermath of crime. The office provides leadership and funding for:

- Providing critical direct services
- Analyzing emerging needs and existing gaps in victim services
- Identifying and replicating best practices
- Implementing data-driven and technical innovations in victim services

OVC administers the Crime Victims Fund, supporting state victim assistance and compensation programs, and the Tribal Set-Aside Formula Grant.

# Webinar Outline



OVC Overview  
and Mission



FY 2025 TVSSA  
Formula Grant  
Program



Application  
Preparation



Tools and  
Resources



Question and  
Answer

# **FY 2025 Tribal Set-Aside Program Federal Award Information**

**Total amount available to be awarded:**

**OVC will make new FY 2025 awards to every eligible Tribe (or Authorized Designee) that submitted a Population Certification and completes the application process.**

**A total of 315 awards are expected to be made:** Dollar amounts of awards made under this program vary and were determined by a formula.

**Funding Amounts for Individual Awards are posted on the OVC Tribal Victim Services Set-Aside web page:**

**[FY 2025 Tribal Victim Services Set-Aside Formula Program Allocations \(ojp.gov\)](https://www.ojp.gov/tribal-victim-services-set-aside-formula-program-allocations)**

## More Federal Award Information

**Funding Opportunity Title:** OVC FY25 Tribal Victim Services Set-Aside Formula Program-Invited to Apply

**Opportunity ID:** O-OVC-2025-172320

**Assistance Listing Number:** 16.841

**Notice of Funding Opportunity is available on the OVC Tribal Victim Services Set-Aside web page:**

<https://ovc.ojp.gov/funding/current-funding-opportunities>

**Period of Performance start date:**

October 1, 2025 or January 1, 2026

**Period of Performance duration:** 12 to 60 months, as determined by the applicant



# FY 2025 TVSSA Program Overview

OVC's FY 2025 Tribal Victim Services Set-Aside (TVSSA) Formula Grant Program provides support to Tribal communities to enhance services for victims of crime through activities that address the needs of a wide variety of crime victims in Tribal communities.

## **Funds can be used for:**

- direct services for victims of crime;
- traditional healing practices;
- community needs assessment;
- strategic planning;
- construction/renovation
- program development and implementation;
- program expansion; and
- other activities to address the needs of a wide variety of crime victims in Tribal communities.



# Key Aspects of TVSSA

Funds are provided through the Crime Victims Fund and awarded annually using a noncompetitive administrative formula.

Applicants can request an award period of 12 to 60 months.

TVSSA has a two phased application process and simplified the application process for FY 2025.

# Did you know?

**The TVSSA grant must be used to improve services for crime victims. It can be used for almost any program to help any type of crime victim—including victims of:**

Sexual Assault/ Rape

Domestic Violence

Victims of Financial Abuse  
or Identity Theft

Teen Dating Violence

Elder Abuse

Child Abuse including  
Child Sexual Abuse

Victims of Assault/  
Robbery or other Crimes

Families of Missing or  
Murdered Persons

Human Trafficking



# What services and activities help crime victims?

- ❑ Victim advocacy.
- ❑ Mental health counseling/ support groups.
- ❑ Safety-planning, transportation.
- ❑ Medical care and shelter.
- ❑ Food, clothing, personal care supplies.
- ❑ Traditional/cultural healing practices.
- ❑ Victim Tribal Code development.
- ❑ Civil legal assistance.
- ❑ Multi-disciplinary teams.
- ❑ Victim services training.
- ❑ Community outreach & awareness about crime victim issues and available services.
- ❑ Support to families of MMIP.
- ❑ Renovation/construction of victim services offices or program space for crime victims.





Let's pause  
for questions.

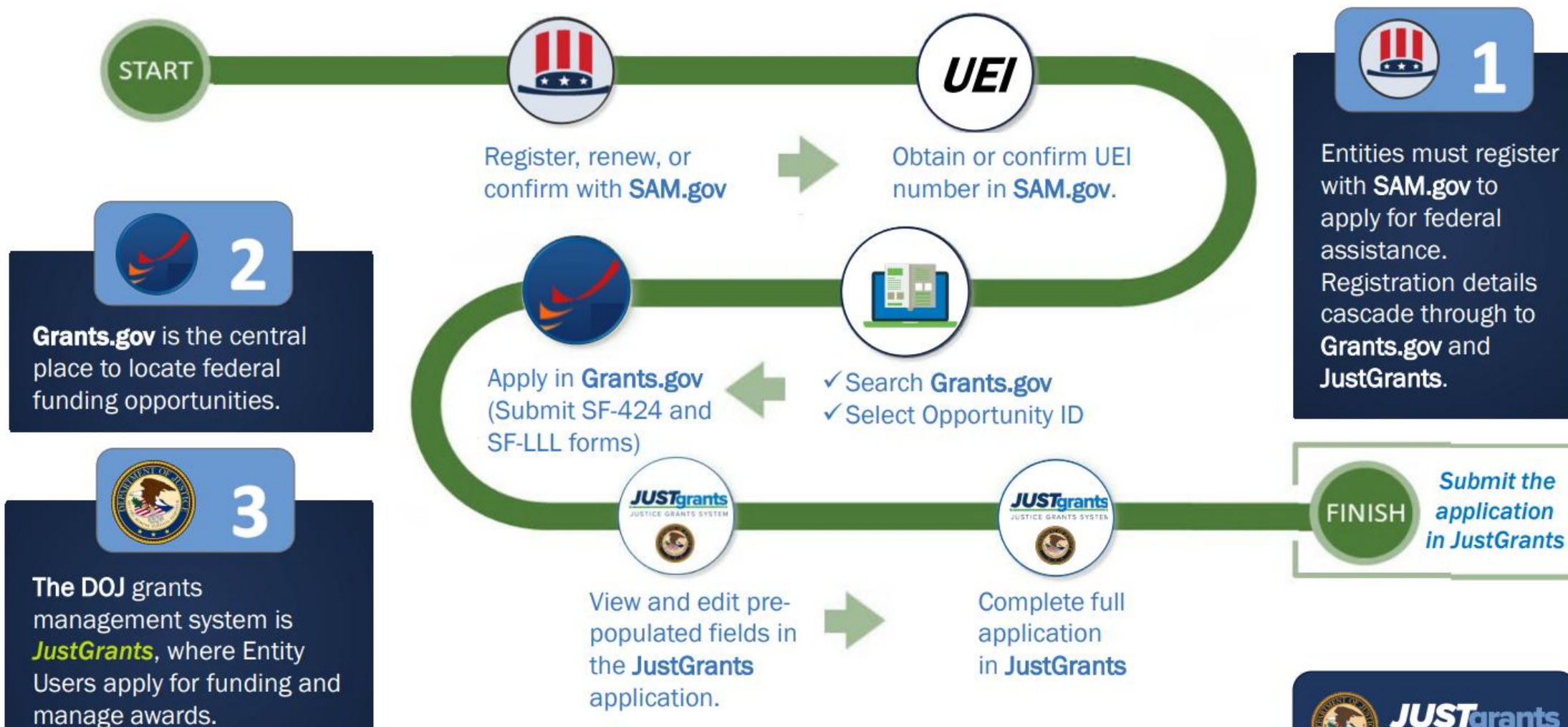




# Application Documents and Submission Process



# Onboarding: SAM.gov to Grants.gov to *JustGrants*



# FY 2025 TVSSA Funding Opportunity Identifiers & Deadlines

- ❑ **Funding Opportunity Number:**  
[O-OVC-2025-0172320](#)
- ❑ **Assistance Listing Number:**  
16.841
- ❑ **Grants.gov Deadline:** September 22, 2025 8:59 p.m. ET
- ❑ **JustGrants Deadline:** September 29, 2025 8:59 p.m. ET
- ❑ DOJ expects to award grants by September 30, 2025
- ❑ Project START dates should be October 1, 2025 or January 1, 2026





# Grants.gov: Application for Federal Assistance (Standard Form (SF)-424)

## SF-424 in Grants.gov

The **person** and **email** listed in **SECTION (F)** of **SF-424** will automatically become the Application Submitter for your entity's application.

The **Application Submitter** is the **ONLY** user able to complete the application in JustGrants unless the **EA** reassigns the role **AFTER** submission in Grants.gov.

### Section F:

- Name
- Email

The image shows a sample of the SF-424 form. A blue circle with a red arrow points to a specific section of the form, which is highlighted with a green border. This section is titled 'Section F: Name' and 'Email'. The form includes fields for 'Prefix', 'First Name', 'Middle Name', 'Last Name', and 'Suffix'. Below these are fields for 'Organizational Affiliation', 'Telephone Number', 'Fax Number', and 'Email'. The form is titled 'Application for Federal Assistance SF-424' and includes a 'Burden Statement' at the top right.



# JustGrants: Lobbying Form (SF-LLL)

All applicants must disclose the existence or nonexistence of lobbying activities by completing and submitting Form SF-LLL in JustGrants.gov.

DISCLOSURE OF LOBBYING ACTIVITIES  
Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

1. Type of Federal Action:  
☐ a. contract  
☐ b. grant  
☐ c. cooperative agreement  
☐ d. loan  
☐ e. loan guarantee  
☐ f. loan insurance

2. Status of Federal Action:  
☐ a. bid/offer/application  
☐ b. initial award  
☐ c. post-award

3. Report Type:  
☐ a. initial filing  
☐ b. material change  
For Material Change Only:  
year  quarter   
date of last report

4. Name and Address of Reporting Entity:  
☐ Prime  
☐ Subawardee  
Tier  if known:

5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:  
Name   
Address

6. Congressional District, if known:

7. Federal Department/Agency:

8. Federal Action Number, if known:

9. Congressional District, if known:

10. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):  
Name   
Address

11. CFDA Number, if applicable:

12. Award Amount, if known: \$

13. Individuals Performing Services (including address if different from No. 10a):  
Name   
Address

Signature:   
Print Name:   
Title:   
Telephone No.:   
Date:

Federal Use Only:  
Authorized for Local Reproduction  
Standard Form LLL (Rev. 7-97)



**Access to funds may be withheld if this form is not submitted with the application.**



# JustGrants: Applications Must Include

The following information **must be included** in the application submission in JustGrants:

- 1. Budget Detail Worksheet including Budget Narrative (attachment)**
- 2. Project Timeline (attachment)**
- 3. Construction Project Questionnaire (if applicable)**
- 4. Proposal Narrative Questionnaire**



Your grant funding cannot be released until we have all these documents, and all application issues have been addressed.



# Proposal Narrative Questionnaire

Applicants must complete the Proposal Narrative Questionnaire:

1. New This Year: The Proposal Narrative Questionnaire which can be completed in JustGrants on your own.
2. The instructions and an example of information to include can be found in the TVSSA Applicant Resource Guide.
3. For additional information on how to respond to the questionnaire, please join the **Completing a Proposal Narrative Questionnaire Webinar**; Thursday, August 7, at 2 p.m. ET

- **Registration Link:** [https://www.zoomgov.com/webinar/register/WN\\_3V0WwOT-TQuPe2bcXrQu3w](https://www.zoomgov.com/webinar/register/WN_3V0WwOT-TQuPe2bcXrQu3w)

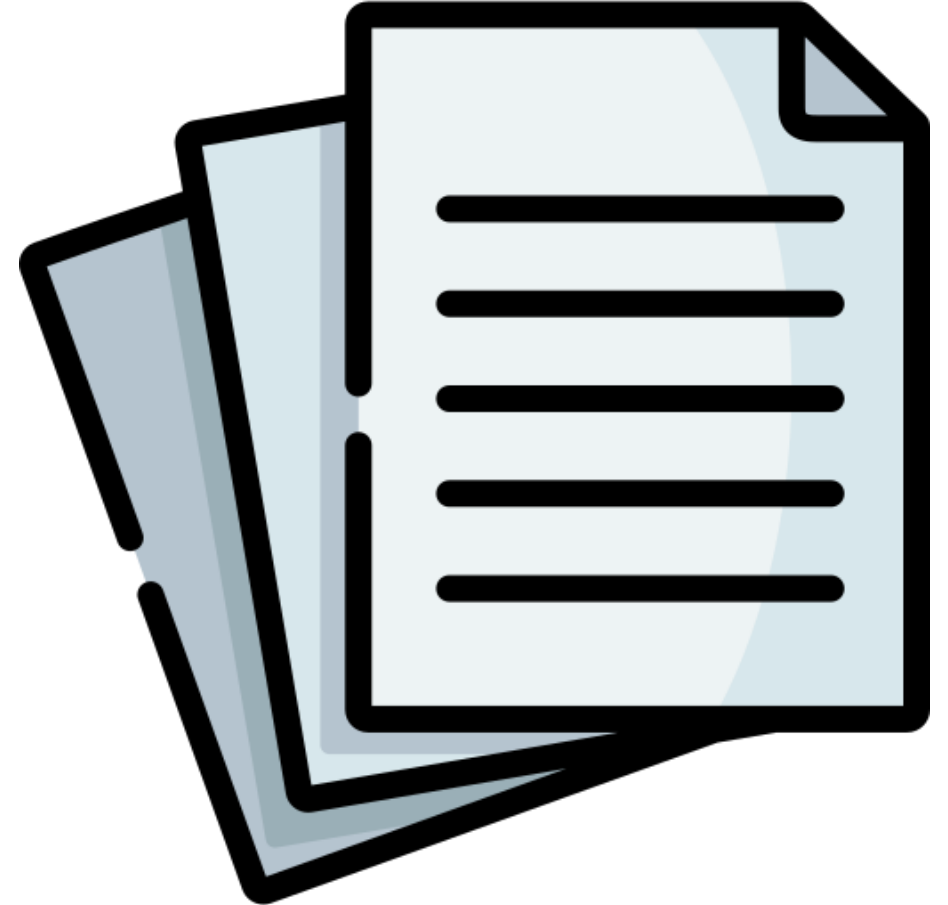


# Proposal Narrative Questionnaire

Key information to be provided in the questionnaire are:

- Key elements of your project
- Description of the issues and needs of the population you are serving
- Implementation Design, the where and how
- Project Goals and Objectives

See pages 15-18 of the [OVC FY25 Tribal Victim Services Set-Aside Formula Program | Office for Victims of Crime](#) NOFO to learn about the questionnaire.



# Proposal Narrative Questionnaire

## FY2025 TVSSA PROPOSAL NARRATIVE QUESTIONNAIRE

**Applicant Name and Name of individual who is completing the Questionnaire**  
(Please provide name, title, and Tribe/organization)

**Tribal and Applicant Information:**

Tribal Entity and Applicant Type:

- ☐ Federally Recognized Tribe
- ☐ Consortium or two or more Federally Recognized Tribes
- ☐ Authorized Designee of a Federally Recognized Tribe

Name each Federally Recognized Tribe, Consortium, and/or Authorized Designee who are applying.



# Project Timeline

You must submit a project timeline, which includes project activities and major milestones that will be carried out over the length of the proposed project period.

- A template has been provided for your use.
- The timeline must be submitted as a separate attachment.
- See the FY25 TVSSA NOFO for additional information.



# Optional: Construction Project Questionnaire

Office for Victims of Crime  
Tribal Victim Services Set-Aside Program  
Construction and Renovation Efforts Questionnaire

**Instructions:** Please complete this questionnaire if you are using OVC grant funds for any type of renovation, remodeling, expansion, or construction project, including the purchase and installation of modular buildings, mobile homes, trailer homes, or other prefabricated structures. Please be as thorough as possible in your responses. The information provided will help OVC understand the full scope of your construction, renovation, or expansion project. The information provided is also important in helping OVC determine the level of construction training and technical assistance and National Environmental Policy Act (NEPA) compliance support needed for your project.

Applicant/Grantee Name:

Project Title:

Application or Award # (if known):

Grant Point of Contact (POC):

POC Email:

For more information about construction, please register to attend the upcoming webinar session on **August 13th, 2025 at 2:00 pm ET**



You can find the TVSSA Construction-Renovation Questionnaire at <https://ovc.ojp.gov/funding/fy25-tvssa-construction-renovation-questionnaire.pdf>



**OVC**  
Office for Victims of Crime



# Budget Detail Worksheet and Budget Narrative

- ☐ Use the Excel Budget Detail Worksheet.
- ☐ Include salary & fringe benefits for employees working on the grant.
- ☐ Include travel for a minimum of one to two staff to attend at least one OVC required meeting or conference per year.
- ☐ The budget should include all costs necessary to fully implement the project and must cover the entire award period.
- ☐ For more information about the budget process, please register to attend the upcoming webinar session on **August 12th, 2025 at 2:00 p.m. ET.**

The Budget Detail Worksheet can be accessed at  
[https://www.ojp.gov/funding/apply/forms/ojp-  
budget-detail-worksheet](https://www.ojp.gov/funding/apply/forms/ojp-budget-detail-worksheet)



# Budget Guidance Chart

## FY2025 TVSSA Budget Guidance Chart

A. Personnel		
<b>Personnel Costs:</b> Award funds may be used to pay the salary for full- and part-time employees who will spend their time and effort providing services to victims of crime. See DOJ Grants Financial Guide ( <a href="#">3.9 Allowable Costs, Compensation for Personal Services</a> ) and <a href="#">2 C.F.R. § 200.430</a> .		
<b>Note:</b> Recipients must track staff time spent on grant activities. Time not spent on grant-related activities (i.e., not allocable to the grant) may not be charged to grant funds. Example: <ul style="list-style-type: none"><li>○ If the Executive Director is expected to spend only 30% of their time on grant activities, salary for the position should be budgeted at 30% of annual salary.</li><li>○ The recipient must keep documentation (e.g., timesheets) that show the Executive Director's time spent on grant activities, and this documentation must be consistent with the amount of grant funds obligated, expended, and drawn down for those activities.</li><li>○ If the Executive Director ends up spending only 20% of their time on grant activities, the grantee may only obligate, expend, and draw down funds commensurate with that, and not the full 30% budgeted.</li></ul>		
Cost Category	Allowable Cost Examples	Unallowable Cost Examples
Personnel	<b>Types of Costs</b> <ul style="list-style-type: none"><li>• <b>Salary:</b> Compensation paid must be reasonable and consistent with that paid for similar work in the organization.</li><li>• <b>Annual cost-of-living increases/COLA.</b></li><li>• <b>Performance-based bonuses (incentive compensation)</b> to the extent that overall compensation is reasonable, and bonuses are consistent with a pre-existing employment agreement or grantee policy. 2 C.F.R. 200.430(f).</li></ul>	<ul style="list-style-type: none"><li>• Time not allocable to grant activities.</li><li>• Personnel activities that include the following:<ul style="list-style-type: none"><li>○ Fundraising. Grant-funded personnel performing fundraising activities may not charge time/effort spent on those fundraising activities (e.g., coordinating/organizing fundraising) to the award.</li><li>○ Lobbying or advocacy activities with respect to legislation or to administrative changes to regulations or administrative policy (cf. <a href="#">18 U.S.C. §1913</a>), whether conducted directly or indirectly.</li><li>○ Offender services not related to victimization.</li><li>○ Investigation, prosecution, court, and corrections personnel, such as law enforcement officers, criminal investigators, prosecutors, pre-trial services officers, probation officers, judges, clerks, and court administrators. (This does not preclude an investigation, prosecution, court, or corrections agency from using grant funds to employ</li></ul></li></ul>
	<b>Types of Positions</b> <ul style="list-style-type: none"><li>• <b>Victim advocates, coordinators, specialists, etc.:</b> Professionals trained to support crime victims (e.g., counsel victims, offer emotional support, provide information, accompany victims, staff crisis hotlines, run support groups).</li><li>• <b>Case managers</b> provide follow-up care and identify, coordinate, and link victims to services.</li><li>• <b>Program coordinators:</b> Personnel who lead multidisciplinary team efforts—for example, Sexual Assault Nurse Examiner–Sexual Assault Response</li></ul>	

For more information about Allowable and Unallowable Costs Chart, please attend the *Developing Your Budget* webinar

August 12th, 2025 at 2:00 p.m. ET

Review the FY 2025 Chart at:  
<https://ovc.ojp.gov/funding/fy25-tvssa-budget-guidance-chart.pdf>

# Unallowable Costs



TVSSA funds can be used to provide a wide range of services for victims of crime, however, there are some **statutory limitations**.

**These funds cannot be used to pay for costs associated with:**

- ❌ Services for criminal offenders;
- ❌ Costs associated with law enforcement investigation or prosecution activities;
- ❌ Primary prevention activities;
- ❌ Lobbying or Fundraising;
- ❌ Food at meetings, conferences or trainings.



# Unallowable Use of Funds

The activities listed below are out of the program scope and will not be funded.

- Any program or activity that, directly or indirectly, violates (or promotes or facilitates the violation of) federal immigration law (including 8 U.S.C. § 1373) or impedes or hinders the enforcement of federal immigration law—including by failing to comply with 8 U.S.C. § 1373, give access to DHS agents, or honor DHS requests and provide requested notice to DHS agents;
- Any program or activity that violates any applicable Federal civil rights or nondiscrimination law. This includes violations that (1) indirectly violate the law, including by promoting or facilitating violations, or (2) unlawfully favor individuals in any race or protected group, including on a majority or minority, or privileged or unprivileged, basis, within a given area, population, or sector.

## Financial Management and System of Internal Controls Questionnaire

- ❑ Beginning in 2024, every OJP applicant is required to complete the web-based Financial Questionnaire form in JustGrants.
- ❑ See the Application Resource Guide for additional guidance on how to complete the questionnaire.

[OJP Grant Application Resource Guide | Office of Justice Programs](#)

- ❑ Screenshots of what you will see in the web-based form are available on the OJP Website

<https://www.ojp.gov/financialcapability.pdf>



# Complete the Certifications, Disclosures and Assurances

## [Notice of Funding Opportunity Instructions](#)

### ▼ **Standard Applicant Information**

#### **Standard Applicant Information**

Confirm Authorized Representative

Verify Legal Name and Address

Proposal Abstract

Proposal Narrative

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

MOUs and Other Supportive Documents

Additional Application Components

### > **Disclosure And Assurances**

Other

Certify and Submit

Save

**Continue**

# Disclosure of Duplication in Cost Items

The screenshot displays the JUSTgrants Justice Grants System interface. The main content area is titled "Grant Package ( 00774779 ) PENDING-DRAFT" with a due date of "July 30, 2023 12:31:00 PM EDT". The left sidebar contains navigation links: Home, Entity Profile, Entity Users, Entity Documents, Applications, Monitoring, Federal Forms, and Training Resources. The right sidebar shows "Solicitation Instructions" with a list of sections: Standard Applicant Information, Proposal Abstract, Proposal Narrative, Budget and Associated Documentation, MOUs and Other Supportive Documents, Additional Application Components, Disclosure And Assurances, Disclosure Of Lobbying Activities, Disclosure of Duplication in Cost Items, DOJ Certified Standard Assurances, DOJ Certifications Regarding Lobbying, Other Disclosures and Assurances, Declaration and Certification to DOJ as to Application Submission, Other, and Certify and Submit. The "Disclosure of Duplication in Cost Items" section is highlighted with a green box. A blue arrow points from the "Disclosure of Duplication in Cost Items" section in the right sidebar to the main content area. A note box is overlaid on the bottom left of the main content area.

**Disclosure of Duplication in Cost Items**

☐ No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

☐ Yes. My organization has pending applications submitted within the last 12 months for federally funded grants or subgrants (including cooperative agreements) that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.

**Note:** The applicant will check **Yes** or **No** if this has occurred in the past 12 months. If **Yes**, add items to a chart to state the federal or state funding agency, and solicitation name/project name.



# Declaration and Certification

The screenshot displays the JUSTgrants Justice Grants System interface. The left sidebar contains navigation links: Home, Entity Profile, Entity Users, Entity Documents, Applications (highlighted), Monitoring, Federal Forms, and Training Resources. The main content area is titled "Grant Package ( 00774779 )" with a status of "PENDING-DRAFT" and a due date of "July 30, 2023 12:31:00 PM EDT". The page is titled "Declaration and Certification to the U.S. Department of Justice as to this Application Submission". It contains three numbered declarations and a checkbox for "I agree with the above statements." A blue arrow points to this checkbox. Below the checkbox is a "SignerID" field. The right sidebar shows a list of application components, with "Declaration and Certification to DOJ as to Application Submission" highlighted in a green box. At the bottom, there are "Back", "Save", and "Continue" buttons.

**JUSTgrants**  
JUSTICE GRANTS SYSTEM

Home  
Entity Profile  
Entity Users  
Entity Documents  
Applications  
Monitoring  
Federal Forms  
Training Resources

**Grant Package ( 00774779 )** **PENDING-DRAFT** Due: July 30, 2023 12:31:00 PM EDT

**Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I –

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

☐ I agree with the above statements.

SignerID

Privacy Policy Back Save Continue

Standard Applicant Information  
✓ Proposal Abstract  
Proposal Narrative  
Budget and Associated Documentation  
MOUs and Other Supportive Documents  
✓ Additional Application Components  
✓ Disclosure And Assurances  
✓ Disclosure Of Lobbying Activities  
✓ Disclosure of Duplication in Cost Items  
✓ DOJ Certified Standard Assurances  
✓ DOJ Certifications Regarding Lobbying  
✓ Other Disclosures and Assurances  
Declaration and Certification to DOJ as to Application Submission  
Other  
Certify and Submit

Participants (3)





# Click Submit in JustGrants

Once all sections are completed, the application submitter will submit the application.



Upon successful submission of an application, persons in the following roles **will receive an email from JustGrants** confirming submission of the application:

1. Application Submitter;
2. Entity Administrator; and
3. Authorized Representative

For Technical Assistance Submitting the **FULL APPLICATION** in JustGrants  
833-872-5175 | [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)



# What to Expect After Submitting an Application

The entity will be notified that they have received an award when all applications have been reviewed by the Office for Victims of Crime.

The system will notify:

- The Entity Administrator and Authorized Representative when the deadline for applications has changed.
- The Application Submitter, Entity Administrator, and Authorized Representative when the application is received in JustGrants from Grants.gov.
- The Entity Administrator when the award notification has been sent.

The entity should check the system regularly so that any upcoming deadlines for submitting applications and documentation are addressed in a timely manner.

Once the application deadline passes in JustGrants, you may see a banner that says it is past due. If your status is “Submitted,” your application has been received by DOJ and you can ignore the past due banner.



Let's pause  
for questions.





# Tools & Resources

# Help Desks

## SAM.gov

If you need help with creating a new SAM account or logging in to update an existing registration, please contact the Federal Service Desk (FSD)

FSD Helpdesk: 866-606-8220

Log into SAM.gov: <https://sam.gov/content/home>

The final date to register in SAM.gov is **Monday, September 8, 2025.**

## Grants.gov Customer Support Hotline

If you need help with creating a user account, finding a funding opportunity, and submitting the SF 424 and SF-LLL.

Grants.gov Email: [support@grants.gov](mailto:support@grants.gov)

Grants.gov Phone: 800-518-4726

Log into Grants.gov: <https://www.grants.gov/>

The final date to complete the SF-424 in Grants.gov is **Monday, September 22, 2025.**



# Help Desks

## JustGrants Service Desk

The deadline to submit your full Tribal Victim Services Set-Aside (TVSSA) application into JustGrants is **Monday, September 29, 2025 at 8:59pm EST**. If you need technical assistance with your account, logging on to the JustGrants system, or have difficulty with application submission, contact:

- JustGrants Email: [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)
- JustGrants Phone: 833-872-5175
- Log into JustGrants: <https://justgrants.usdoj.gov>



# Office Hours: TVSSA Application Support

Applicants have the option of attending a virtual office hour session hosted by OVC.

- OVC Grant Managers and training and technical assistance providers will be available during the office hour session to respond to applicants' questions on how to complete their applications.
- If you elect to participate in the Office Hours session to ask questions and receive assistance to prepare your application, please use the link below to register. The staff from your tribe/tribal entity who will be responsible for developing and implementing your proposed project should register for the session.
  - **Date:** Sept 4, 2025
  - **Time:** 2:00-4:00 p.m., eastern time
  - Registration:  
<https://www.zoomgov.com/meeting/register/qD1pHE8gTYCWfwSaqAI9ow#/registration>

Check for updates on other weekly training sessions:

<https://justicegrants.usdoj.gov/training/application-submission>

# Upcoming OVC Pre-Application Webinars

- **Completing a Proposal Narrative Questionnaire:** Thursday, August 7 at 2 pm ET
- **Developing your Budget:** Wednesday, August 12 at 2 pm ET
- **Considerations for Construction Projects:** Wednesday, August 13 at 2 pm ET





# Additional Resources

Email OVC at [OVCTribalsetaside@ojp.usdoj.gov](mailto:OVCTribalsetaside@ojp.usdoj.gov) with questions about the TVSSA Program.

Email the T-VSTTA team for help with the application Proposal Narrative or Project Timeline at [support@t-vstta.org](mailto:support@t-vstta.org).

Email TFMC for assistance with the financial pieces of the application including the Budget Worksheet and Budget Narrative at [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org).



# T-VSSTA

## Tribal Victim Services Training and Technical Assistance

- T-VSTTA provides tailored assistance to Tribal grantees and potential grantees.
- With over a 100 years of combined experience in victim services, the T-VSTTA team meets each grantee and potential grantee where they are, working together to build upon the resilience within Tribal communities.

*This product was supported by contract number GS-00F-008DA, awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this product are those of the contributors and do not necessarily represent the official position or policies of the U.S. Department of Justice.*



# How Can T-VSTTA Support You?

T-VSTTA provides tailored, victim-centered, and trauma-informed assistance to Tribal grantees and potential grantees.

With over a 100 years of combined experience in victim services, the T-VSTTA team meets each grantee and potential grantee where they are, working together to build upon the resilience within Tribal communities.

OVC funds the T-VSTTA program, which offers the following no-cost services:

- Individual Customized Assistance
- Connecting Conversations
- Office Hours
- Talking Circles
- Gatherings (meetings and conferences)
- Peer Learning



**T-VSTTA**  
OVC TRIBAL VICTIM SERVICES TRAINING  
AND TECHNICAL ASSISTANCE

# T-VSTTA Meets You Where You Are

Request assistance with a variety of topics depending on your needs, including—



## GRANT NAVIGATION

- Tribal Victim Services Set-Aside (TVSSA) Grant Applications
- Program Documentation
- Project Modifications



## PROGRAM MANAGEMENT

- Outreach and Awareness
- Policies and Procedures
- Staff Care and Training



## VICTIM SERVICES

- Intake Forms
- Healing-Centered Engagement
- Partnerships



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# Contact T-VSTTA

T-VSTTA provides a single-entry point for Tribes and organizations working with Tribes to access OVC support.

Visit T-VSTTA's website at:

[ovc.ojp.gov/t-vstta/home](https://ovc.ojp.gov/t-vstta/home)

[support@t-vstta.org](mailto:support@t-vstta.org) or 1-833-887-8820



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# Tribal Financial Management Center

**Individualized Training and Technical Assistance:** provides tribal grantees with customized financial assistance to support grant compliance and optimal grant management

- ◆ **FY25 TVSSA Application Support:** assistance with the financial pieces of application including the **Budget worksheet and Budget narrative** at [tfmc@usdoj.gov](mailto:tfmc@usdoj.gov)
- ◆ **Virtual Support Center:** grantees submit questions and/or requests for technical assistance

**Plain Language Tools ([OJP.gov/TFMC](https://www.ojp.gov/tfmc)):** for developing and/or enhancing policies and procedures

- ◆ **Guide Sheets:** over 40 topic areas
- ◆ **Webinars**
- ◆ **Microlearnings**



[Tfmc@usdoj.gov](mailto:Tfmc@usdoj.gov)

703-462-6900

# Reminders/Questions?

## Reminders:

SAM.gov Registration Deadline: **September 8, 2025**

GRANTS.GOV Application Deadline: **September 22, 8:59 p.m. ET**

JUSTGRANTS Application Deadline: **September 29, 8:59 p.m. ET**

Register to participate in the next three pre-application webinars and the OVC Office Hours Session.