

[Transcript from the OVC Fiscal Year (FY) 2020 Crime Victim Compensation Program Assessment preapplication webinar, which was held March 5, 2020. The archived webinar can be found at: <https://www.ovc.gov/grants/webinars.html>.]

MARY JO GIOVACCHINI: Good afternoon, everybody, and welcome to today's webinar, OVC Fiscal Year 2020 Crime Victim Compensation Program Assessment, hosted by the Office for Victims of Crime. At this time, I will turn it over to today's presenter.

TIFFANY GRAHAM: Good afternoon. I am your presenter today, Tiffany Graham. I am a Grants Management Specialist here with OVC, within the State Compensation and Assistance Division.

Today's webinar--For today's webinar, we're going to cover an OVC Overview and Mission; Breakdown of the Crime Victim Compensation Program Assessment solicitation; Project Purpose, Goal, and Objectives; Eligibility; Application and Award Timelines; Required Documents; How to Apply; Questions and Answers.

OVC is committed to enhancing the nation's capability [capacity] to assist crime victims and to providing leadership in changing policies and practices to promote justice and healing for all victims of crime.

VOCA-Authorized Activities. Crime Victim Compensation (formula): direct payments for crime victims; reimbursement for crime-related expenses, for example, medical, mental health counseling, funeral and burial, lost wages, loss of support. Victim Assistance Services (formula): community-based victim service programs, support, and delivery of direct services, for example, counseling, shelter, advocacy, legal services. OVC Discretionary Activities: national-scope training and technical assistance; demonstration and services programs; victim legal assistance; program evaluation; fellowships; services for victims of federal crimes, for example, tribal victim assistance.

The purpose of this project, OVC is seeking applicants for funding for the Crime Victim Compensation Program Assessment to support six compensation programs as they conduct critical assessments of victims' access to state compensation programs and implement recommendations to enhance crime victim access to compensation funding.

During the three-phase project, successful applicants will seek to increase awareness of victim compensation programs and interests in seeking victim compensation. For Phase 1, you will conduct an assessment of the state's current compensation program, policies, and procedures regarding victims' access to compensation, which would include analysis of applicable rules, regulations, statute, and other relevant standards and policies providing guidance for the state's compensation program. Phase 2, you would develop an implementation plan based on the needs identified in the assessment. Successful applicants will also generate model recommendations and promising practices for their states that may be replicated in other state or territories in the future. And for Phase 3, you would execute the implementation plan of recommendations identified during the first two phases that will result in enhanced victim access to compensation funding.

The goal of this project is to develop or enhance and implement evidence-based strategies and organizational practices and policies to increase program responsiveness, efficiency, and accessibility for all victims throughout the state.

Selected states will achieve this goal through the following objective. Conduct an assessment of the state's current compensation program, including applicable rules, regulations, statutes, and other relevant standards impacting the ability of victims to access compensation; an analysis of

different federal, state, local, and other funding streams, and programs that support victims; an assessment of the compensation program's efforts to coordinate, collaborate, conduct, outreach, and partner with other government agencies, nonprofit organizations, and other professional organizations. Generate model recommendations and promising practices.

Develop analysis of difference federal, state, local, and other funding streams and programs that support victims. Examine if and how restitution impacts state compensation programing, including the effectiveness of restitution collection efforts in their state. Develop an implementation plan based on the assessment that strives to produce a more efficient and responsive compensation program, while increasing crime victims' access to compensation funding. And implement the recommendations that will result in enhanced victim access to compensation funding.

The following entities are eligible to apply: state victim compensation programs that are eligible to administer the Victims of Crime Act (VOCA) Victim Compensation grants. All recipients and subrecipients, including any for-profit organization, must forego any for--any profit or management fee. For additional information on eligibility, please review the title page of the solicitation.

The solicitation opens on February 19, 2020. The solicitation closes on April 20, 2020. OVC recommends that you submit applications at least 72 hours prior to the application due date.

The maximum number of awards OVC expects to make is six awards. The estimated maximum dollar amount for each award is \$350,000. The total amount anticipated to be awarded under the solicitation is \$2.1 million. The period of performance start date for this program will be October 1, 2020. The period of performance duration is 36 months, 3 years.

This award will be made as a cooperative agreement, which provides for OJP to have substantial involvement in carrying out award activities. See the "Administrative, National Policy and Other Legal Requirement" section of the [OJP Grant Application Resource Guide](#) for more information.

All award recipients and any subrecipients/subawards are subject to Part 200 Uniform Requirements. See the OJP Grant Application Resource Guide. Please review the URL.] Applicants may also review the DOJ Financial Guide at--and please review the URL provided.

These elements must be included in the application submission to meet the basic minimum requirements to advance to peer review and receive consideration for funding. Program Narrative: a Description of the Issue, 20 percent; Project Design and Implementation, 45 percent; Capabilities and Competencies, 20 percent; Plan for Collecting the Data Required for This Solicitation's Performance Measures, 5 percent. Budget Detail Worksheet including Budget Narrative, 10 percent.

Double-spaced, using a standard 12-point Times New Roman font. No less than 1-inch margins. Not to exceed 25 pages, double-spaced. Pages should be numbered. If the Program Narrative fails to comply with these length-related restrictions, OVC may negatively consider such noncompliance in peer review and in final award decisions.

All award recipients will be required to provide the relevant data by submitting semiannual performance measurements through OVC's Online Performance Measurement Tool, the PMT. The URL has been provided. [<https://ovcpmt.ojp.gov/>] Applicants should examine data collection requirements and key performance indicators at--with the URL provided. [<https://www.ovc.gov/grants/pdfxt/TVS-questionnaire.pdf>] Award recipients will be required to complete the following sections, including any relevant shared measures. Data Gathering.

Strategic Planning. Reports generated from PM--from OVC's PMT system must be uploaded to the Grants Management System every 6 months.

See the OJP Grant Application Resource Guide for information on Budget Information and Associate--Associated Documentation in the Budget--sorry, Preparation and Submission Information section. Use the DOJ standard form; Excel version preferred. Budget Detail and Budget Narrative combined in one document. Personnel costs should be--should relate to the key personnel for the project. The budget should include adequate funding for fully implement--implementing the project, broken out by year, reflecting 36 months. The budget should be mathematically sound and correspond with information described in the--in the program narrative and aligned with the project design. Information provided is also available at the URL provided.

Applications must also include SF-424; please see the OJP Grant Application Resource Guide. A Project Abstract, which is provided on page 7 of the solicitation. Indirect Cost Rate Agreement (if applicable); see the OJP Grant Application Resource Guide. Financial Management Questionnaire; see the OJP Grant Application Resource Guide. SF-LL, see the OJP Grant Application Resource Guide. Disclosure of Pending Application, also see the OJP Grant Application Resource Guide. Disclosure and Justification of DOJ High Risk Grantees, also please see the OJP Grant Application Resource Guide. Disclosure of Process Related to Executive Compensation, see the OJP Grant Application Resource Guide. Research and Evaluation Independence and Integrity (if applicable), please see the OJP Grant Application Resource Guide. And the Time-Task Plan information to guide that process is provided on page 9 of the solicitation.

For the SF-424, there are few items that you want to double check prior to submission. Please double check that you have typed in "New" under the type of application section. Under the legal name, enter the same legal name you use in all your OJP award documents. Must be exactly the same. Start and end dates. The start date will be October 1, 2020. It must be listed as 10/01/20, not more than 10--than 09/30/23. Estimated funding must match the federal request in the Detailed Budget Worksheet. Project description will be FY 20 Crime Victim Compensation Program Assessment.

How to Apply in Grants.gov. All applicants should complete the following steps. Acquire a unique entity identifier, a Data Universal Numbering System (DUNS) number. Number two, register or maintain registration with the System for Award Management (SAM) database well in advance of applying, replaces CCR. Number three, acquire an Authorized Organization Representative (AOR) and Grants.gov username and password. Number four, acquire confirmation from the AOR from the E-Business Point of Contact (E-Biz POC). Number five, search for funding opportunities on Grants.gov. Number six, select the correct competition ID. Number seven, access funding opportunity and application package from Grants.gov. And number eight, submit a valid application consistent with the solicitation by following the directions at Grants.gov.

If you are a new entity registering in the System for Award Management (SAM) or an existing entity that needs to update or renew your SAM's registration, you must submit an original, signed notarized letter appointing the authorized entity administrator within 60 days of registering activation. Notarized letters must be submitted via the U.S. Postal Service Mail.

For Technical Problems and Requests for Late Submission, the following conditions generally are insufficient to justify late submissions. Failure to register in SAM or Grants.gov, insufficient time; SAM registration and renewal can take as long as 10 business days to complete. The information transfer from SAM to Grants.gov can take up to 48 hours. Failure to follow Grants.gov instructions on how to register and apply as posted on its website. Failure to follow each instruction in the OJP-

-in the--I'm sorry, in the OJP solicitation. Technical issues with the applicant's computer or information technology environment, such as issues with firewalls or browser incompatibility.

Attachment Tips. OVC strongly recommends that applicants use descriptive names when labeling attachments. A good example would be file name "File 4: Budget Detail Worksheet." Filename "File 6: Information on Proposed Subawards." Bad examples would be "File Name: Budget" or "File Name: 4."

MARY JO GIOVACCHINI: All right. The following items are review criteria that'll be covered on page 7 and 10 of the solicitation. These elements must be included in the application submission in order to meet what is called the BMR, Basic Minimum Requirements. And this will be needed in order for you to advance to peer review and receive consideration for funding. The Program Narrative, which is a Description of the Issue, will count as 20 percent of your score; Program Design and Implementation is an additional 45 percent; Capabilities and Competencies will result in 20 percent; and a Plan for Collecting the Data Required for this Solicitation's Performance Measures is 5 percent. The remaining 10 percent would be part of your Budget Work--Detail Worksheet and Budget Narrative.

The following are some tips for you to guide you as you move through this process. Start your application process early. If you haven't already done so, please register with DUNS and SAM, and Grants.gov to get started. Identify the partners that you're going to work with. Schedule planning meeting with those proposed partners. Begin drafting any MOUs, Letters of Intent, or Subcontracts that might be needed. Apply under the correct competition ID. This is going to be ID OVC-2020-17574. It is recommended, and it was mentioned earlier, to submit your application 72 hours prior to the deadline. Applications are due at 11:59 p.m., the date of the deadline not midnight, not 12:01, but 11:59. So, 72 hours prior to that, it is highly recommended that you submit your application. Using the Budget Detail Worksheet template is required. So, this is something that you need to do. Don't create something separate on your own computer and submit that. You must follow the same format and headings and use these elements that are critical. Ask for the funding amount that is needed.

So, stay connected with OVC. You may apply to this grant, but there might be also other opportunities that could be of interest to you. And so the best way to do that and know what's coming out is to stay connected with OVC and you can do that in a number of ways. They do have an email newsletter that is sent out. You can subscribe that new--a new way to subscribe is text to subscribe. So, you can text OJP OVC, (insert your email address), and send that to 468-311 and that will sign you up for their email services. Just please note that any message and data rates may apply. You also can go online to the OVC website and look for their subscription information there. The URL is listed on the slide, but it's quite long, so I'm not going to read that. And you can subscribe that way. Also OVC does have a social media following and we welcome you to please follow us on Facebook, Twitter, as well as YouTube. Again, the links are listed here.

And as we go through the question and answer, I will, kind of, page back to these links so that you can see them and have an opportunity to write them down. They also are being submitted through the chat feature and you can use that as well and copy and paste those.

If you need application assistance after today's webinar, please submit any questions that you may have to the National Criminal Justice Reference Service. They can be emailed at Grants@ncjrs.gov. You may also call them, 800-851-3420 is their phone number. If you have questions, they're going to reach out to Tiffany and they will work with her in order to get you an answer to that question. They are open 10:00 to 6:00, Monday through Friday, eastern time. The

day of the solicitation closing, they are open a little later, but, again, as we suggested, you're going to submit that solicitation, or that application, a little early. So, you won't need that extra time.

Technical Assistance Issues. When you have problems submitting any parts of your application, you need to reach out to Grants.gov. They do have a customer support hotline, 800-518-4726 or 606-545-5035. You can reach them through their telephone number 24 hours a day, 7 days a week, except on federal holidays. You may also email them at support@grants.gov.

And here's a list of many of the resources that were mentioned throughout the webinar. Once OVC does post this slide, you can go ahead and just kind of--instead of scrolling for all the pages of the PowerPoint, you can go to this one slide and get the URLs for many of the resources that were mentioned today.

So at this time, we are going to open it up to questions. Please give us a moment. It does appear that a few things might have come through chat so that's going to take me a second or two to look at them. And in the meantime, I am going to go ahead and move it to one of the other screens so that you can copy some of those URLs, if you like. And again, they are listed in the Chat Box and you should be able to copy and paste from there.

So it does not appear that we have any questions. Or it appears that we do not have any questions. We will give you another minute or two to submit anything. You have somebody at your ready here to answer, so I suggest that you take advantage of that. Otherwise, we'll--if we don't get anything within the next minute, we will end this webinar. Thank you. Okay.

TIFFANY GRAHAM: Okay. So Christina, I see your question, "Can we use this grant in conjunction with existing OVC grants?"

I'm not sure which grant--are you talking about, just the--are there other grants that are conducting the same type of work, is that what you're saying? Like, if you're--are you getting another grant from within OVC outside of your compensation grant that is related to this type of program? Because that would--that would help me to be able to answer your question. I'm not sure--if it's something you don't--we--it wouldn't be--if it's a duplication of efforts, then no.

JOEL HALL: So, yeah. So it would depend basically, if it is--basically, you can use it in conjunction, if you're having a larger thing, maybe human trafficking or...

TIFFANY GRAHAM: Right.

JOEL HALL: ...something else. But again, duplication...

TIFFANY GRAHAM: As long as it's not a duplication of efforts. So if you're--if you have another grant within OVC that is--has the same--it's designed to have the same outcome and it's in the same process, then no. But other than that, it can be used in conjunction.

Okay. And then--oh, Kelly, I do see your question. "Is it preferred or safe to do internal evaluations or subcontract with an outside evaluator?"

There is no reference on that. That would be up to you. You would still have to follow, of course, the same guidelines in terms of if you're--if you're going to have a contract. And I would refer you to the OVC Financial Guide regarding that.

“Is there newsletter to subscribe to for updates about the program?”

No. Not at this time.

TIFFANY GRAHAM: Okay. “Is there a specific outcome measurement assessment tool we are required to use or can we utilize an assessment tool that is evidence-based and of our choosing?”

There’s not a specific outcome or measurement assessment tool that you’re required to use. It just has to obviously meet the criteria of gathering the information that you are--you’re--that the solicitation is outlining for you to collect to be able to provide or come up with an implementation of a plan.

JOEL HALL: In addition to that, you can have your own assessment tool, but you will need to enter your information within the PMT and they will have their own outcomes measures that you will need to follow. If you want to have an additional thing, you’re more than welcome to use an outside tool. There are requirements to use PMT.

TIFFANY GRAHAM: You have responded correctly. Okay. Thank you.

MARY JO GIOVACCHINI: All right. So it doesn’t look like--It looks like we don’t have any other questions then.

If you did submit any questions through chat that haven’t been addressed, please resubmit them into the Q&A. If your question...

TIFFANY GRAHAM: I have...

MARY JO GIOVACCHINI: ...has been addressed, then please do not resubmit to Q&A. “How do you printout the Chat Box?”

You can copy and paste from the chat. And then copy and paste it into a Word file.

All right. And we--I’ll give you another minute to see if any other questions come through.

“Can organizations partner with other services, such as mortuaries and states--or state service programs?”

TIFFANY GRAHAM: So the answer would be yes. If you looked at the--within the solicitation under the project-specific information, under the second phase in selecting--selected states will develop an implementation plan based on the needs identified in the assessment. This plan will set forth how states will respond to those needs and strategies for implementation. This should include identifying government and community-based partners necessary to improve victims’ access to compensation funding. So, you know, with the mortuary services, obviously it’s a service that’s being provided, particularly, if you’re dealing with homicide victims of crime. So the answer would be yes.

Thank you all for joining. And if you have any questions in the future, please feel free to reach out to NCJRS and they will get me the questions, and we’ll get them answered for you. Thank you and have a great day.