



OVC FY 2022 Field-Generated Strategies to Address the Criminalization of Minor Victims of Sex Trafficking

Assistance Listing Number # 16.320
Grants.gov Opportunity Number: O-OVC-2022-171295
Solicitation Release Date: April 25, 2022 12:00 PM
Version: 1
Grants.gov Deadline: June 16, 2022 11:59 PM
Application JustGrants Deadline: June 23, 2022 8:59 PM

Overview

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC) seeks applications for field-generated strategies to end the criminalization of minor victims of sex trafficking and to develop, expand, or strengthen victim service programs to support victim-centered, trauma-informed, developmentally appropriate, and evidence-based responses to minor victims of sex trafficking. This program furthers the DOJ's mission by enhancing the field's response to victims of human trafficking.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants to prepare and submit applications to OJP for funding. **If this solicitation expressly modifies any provision in the OJP Grant Application Resource Guide, the applicant is to follow the guidelines in this solicitation as to that provision.**

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OVC-2022-00013-PROD	Purpose Area 1: Field-Generated Program Sites	9	\$1,000,000.00	10/1/22 12:00 AM	36
C-OVC-2022-00014-PROD	Purpose Area 2: Training and Technical Assistance	1	\$1,000,000.00	10/1/22 12:00 AM	36

Eligible Applicants:

City or township governments, County governments, For profit organizations other than small businesses, Native American tribal governments (Federally recognized), Native American tribal organizations (other than Federally recognized tribal governments), Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education, Public and State controlled institutions of higher education, Public housing authorities/Indian housing authorities, Small businesses, State governments, Other

Other

“For profit organizations other than small businesses” and “small businesses” are eligible to apply **only** for Purpose Area 2 of this solicitation.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

For purposes of this solicitation, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

Nonprofit organizations that hold money in offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. § 511(a) are not eligible to apply.

To advance Executive Order 13929 Safe Policing for Safe Communities, the Attorney General determined that all state, local, and university or college law enforcement agencies must be certified by an approved independent credentialing body or have started the certification process to be eligible for FY 2022 DOJ discretionary grant funding. To become certified, the law enforcement agency must meet two mandatory conditions: (1) the agency's use-of-force policies adhere to all applicable federal, state, and local laws and (2) the agency's use-of-force policies prohibit chokeholds except in situations where use of deadly force is allowed by law. The certification requirement also applies to law enforcement agencies receiving DOJ discretionary grant funding through a subaward. For detailed information on this certification requirement, please visit <https://cops.usdoj.gov/SafePolicingEO> to access the Standards for Certification on Safe Policing for Safe Communities, the Implementation Fact Sheet, and the List of Designated Independent Credentialing Bodies.

OVC may elect to fund applications submitted under this FY 2022 solicitation in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.

Contact Information

For technical assistance with submitting the Application for Federal Assistance standard form (SF-424) and a Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov, contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov Customer Support](https://grants.gov/customer-support), or support@grants.gov. The Grants.gov Support Hotline operates 24 hours a day, 7 days a week, except on federal holidays.

For technical assistance with submitting the full application in DOJ's Justice Grants System (JustGrants), contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov. The JustGrants Service Desk operates 5 a.m. to 9 p.m. eastern time Monday-Friday and 9 a.m. to 5 p.m. Saturday, Sunday, and Federal holidays.

For assistance with any other requirements of this solicitation, contact the OVC/OJP Response Center by telephone at 800-851-3420 or TTY: 301-240-6310 (hearing impaired only), or by email at grants@ncjrs.gov. The OVC/OJP Response Center hours of operation are 10:00 a.m. to 6:00 p.m., eastern time Monday–Friday, and 10:00 a.m. to 8:00 p.m. on the solicitation closing date.

Submission Information

Applications will be submitted to DOJ in two steps:

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF)-424 and a Disclosure of Lobbying Activities (SF-LLL) form when they register in Grants.gov at <https://www.grants.gov/web/grants/register.html>. To register in Grants.gov, the applicant will need to ensure that its System for Award Management (SAM) registration is current.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at [JustGrants.usdoj.gov](https://justgrants.usdoj.gov). To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. OJP encourages applicants to review the “How to Apply” section in the [OJP](#)

[Grant Application Resource Guide](#) and the [JustGrants website](#) for more information, resources, and training.

Pre-Application Webinar OVC will conduct one pre-application webinar during which OVC staff will review the solicitation requirements and conduct a question and answer session with interested potential applicants. Participation is optional. When the webinar has been scheduled, the details and registration information will be available at <https://ovc.ojp.gov/funding/funding-webinars>.

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Program Description

Overview

OJP is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety, and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

To enhance capacity to identify, assist, and provide services to all victims of human trafficking, the Office for Victims of Crime (OVC) leads the Nation in supporting victim-centered and trauma-informed programs, policies, and resources that promote justice, access, and empowerment. This program will provide funding for services to victims of human trafficking, as defined by 22 U.S.C. § 7102(11).

Statutory Authority

22 U.S.C. § 7105(b)(2)

Specific Information

The purpose of this program is to end the criminalization of minor victims of sex trafficking and to develop, expand, or strengthen victim service programs to support victim-centered, trauma-informed, developmentally appropriate, and evidence-based responses to minor victims of sex trafficking.

The Trafficking Victims Protection Act, 22 U.S.C. § 7102(11), defines a victim of “severe form of trafficking” as a person who has been subjected to “sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such an act has not attained 18 years of age.” For minors, this means no force, fraud, or coercion need be present for them to be identified as a victim of sex trafficking. This understanding is critical to identifying sex trafficking victims, responding to them appropriately, and ensuring they are connected to the services they need.

However, in many jurisdictions, for a variety of complex reasons, youth who are victims of sex trafficking are still being arrested, detained, and confined. While the rate of juvenile arrests for prostitution has fallen in recent years, Black youth are still disproportionately represented in those arrests (OJJDP). Additionally, numerous studies reveal that minor victims of sex trafficking often face arrest when they are coerced into criminal conduct as a result of their exploitation (Myatt). This is especially true for Black, homeless, and lesbian, gay, bisexual, transgender, and queer (LGBTQ) youth who report being targeted for arrest as a result of profiling on the basis of perceived race, sexual orientation, and gender nonconformity (Dank et al.). Research also shows that the justice involvement of minor victims of sex trafficking may be facilitated by well-meaning professionals and providers who view engagement with the criminal justice system as a means of getting victims away from their trafficker (Barnert, et. al). However, a punitive approach to sex trafficked minors is not only an inappropriate response to their victimization, but research indicates that involvement in the juvenile justice system may lead to delinquency and further criminal justice involvement (Ryan et al.).

There are many challenges in addressing these issues, including victim identification and response by law enforcement, disagreement regarding what constitutes “safety” for minor victims of sex trafficking, lack of cross agency/multisector collaboration, limited service options, and a service population who may not identify as a “victim” of crime. As a result, there is no one model or solution that will work for all jurisdictions. Consequently, OVC is seeking field-generated strategies to address the criminalization of minor victims of sex trafficking. Organizations funded under this program will propose activities and provide services (directly and through partnerships) that address the needs of minor victims of sex trafficking and prevent further involvement in the justice system.

Applicants are invited to apply under the following two purpose areas.

Purpose Area 1: Field-Generated Program Sites

This purpose area will fund solutions and models that are field generated to meet the unique needs of each

community. Applicants funded under this program will identify their strategy and scope of work to end the criminalization of minor victims of sex trafficking through the development or expansion of victim-centered, trauma-informed, developmentally appropriate, evidence-based responses to minor victims of sex trafficking. Applicants are strongly encouraged to propose a community-based approach working across multiple sectors. Focus areas may include but are not limited to—

- community-based interventions (i.e., engage stakeholders through community outreach and education to develop a continuum of care that addresses the specific needs of each victim).
- emergency interventions (e.g., provision of necessities, drop-in shelters, emergency housing, health care, and other direct services that address the immediate needs of minor sex trafficking victims).
- long-term interventions (e.g., job training, life skills, education, and other direct services).
- cross-sector training (i.e., the development and provision of training and resources for law enforcement and justice system professionals on victim-centered, trauma-informed, alternative approaches to arrest and confinement).

All services and activities proposed must be aligned with the solicitation goal of providing an alternative response to the criminalization of minor victims of sex trafficking. Partnerships that incorporate a holistic community approach are encouraged. OVC funding may not be used for efforts aimed primarily at minor victims of sex trafficking prevention. Additionally, this program will not support law enforcement investigations and prosecutions.

Purpose Area 1 Mandatory Program Requirements

Applicants selected for funding under Purpose Area 1 will be required to—

1. submit the policies, procedures, and rules governing the provision of services for review and approval;
2. ensure their policies and procedures follow applicable federal and state laws protecting the civil rights of program participants and staff;
3. ensure that any staff, partner staff, or service providers working with trafficking victims are adequately licensed and trained to work with such victims, including by accessing OVC-supported training and technical assistance;
4. send the project coordinator or program director and one other key staff member to a virtual or in-person OVC grantee orientation and have relevant staff participate in OVC-sponsored training and technical assistance; and
5. provide all grant-funded staff at least one session of training (to be delivered by individuals or organizations with demonstrable expertise) related to diversity, equity, inclusion, and/or accessibility and tied to program goals and objectives annually.

Purpose Area 2: Training and Technical Assistance Provider

This purpose area will fund a training and technical assistance (TTA) provider to create training and resources about alternatives to the arrest, detention, and confinement of minors identified as victims of sex trafficking; educate stakeholders and the public about the collateral consequences and harmful impact of this practice; and identify and disseminate promising practices and strategies to help communities eliminate the practice. The TTA provider will also support the Purpose Area 1 grantees with the technical assistance necessary to implement their programs and help them build a community to engage in peer-to-peer learning about program and policy implementation and its challenges and successes.

Purpose Area 2 Mandatory Program Requirements

Applicants that are selected for funding under Purpose Area 2 will be required to—

1. proactively collaborate with other OVC human trafficking TTA providers to prevent duplication and strengthen the accessibility of training and resources;
2. modify program implementation or deliverables as requested by OVC to meet emerging needs, deconflict with other federally funded initiatives, or enhance efforts by jointly delivering TTA;
3. provide all grant-funded staff at least one session of training (delivered by individuals or organizations with reasonable and demonstrable expertise) related to diversity, equity, inclusion, and/or accessibility and tied to program goals and objectives annually; and
4. develop and disseminate tools and resources for law enforcement in consultation with the OVC-funded TTA providers that support the OVC-funded *Enhanced Collaborative Model Task Force to Combat Human Trafficking (ECM)* program and anti-trafficking law enforcement and prosecution efforts.

Ensuring Civil Rights

Federal laws prohibit recipients of funding administered by OJP from discriminating in the delivery of services on the basis of age, race, color, national origin, religion, or disability. Applicable federal laws also prohibit recipients from discriminating on the basis of disability in their employment practices, and from discriminating against employees and beneficiaries on the basis of sex in funded education or training programs. Recipients are also obligated under federal civil rights laws to provide meaningful access to their programs and activities for persons with [limited English proficiency](#). Under certain circumstances, it might be permissible to limit services based upon age. Please note that other federal, state, or local laws prohibiting discrimination may apply.

Enhancing Access to Services and Promoting Survivor Autonomy

OVC is committed to an approach to human trafficking that is trauma-informed; victim-centered; survivor-informed; culturally responsive; and evidence-based. Definitions of these concepts are available in the glossary of OVC's [Model Standards for Serving Victims and Survivors of Crime](#).

In line with these concepts and to enhance survivors' access to victim services, programs funded under this solicitation will engage in practices that remove barriers to receiving services and support survivor autonomy. Such practices will reduce requirements to engage in services, promote survivors' choice within service delivery, and protect victim privacy and confidentiality.

Funded programs will demonstrate their commitment to this approach by maintaining the following (Note: many of these requirements are mandated by federal civil rights laws, while others reflect OVC's policy direction to recipients to enhance access to services and promote survivor autonomy):

- Procedures or policies that provide all survivors access to safe shelter, advocacy services, counseling, and other assistance without exclusions based on their actual or perceived sex, age, immigration status, national origin (including limited English proficiency), race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, involvement in survival sex, income or lack of income, or the age and/or sex of their children. For those programs that by their design target a particular population (e.g., youth, gender specific), there should be procedures or policies in place to ensure access to comparable, qualified services for other survivors seeking support.
- Procedures or policies that protect the confidentiality of information and/or privacy of persons receiving services.
- Procedures or policies that do not require victims to take certain actions (e.g., receive counseling, report to law enforcement, commit to sobriety) to be eligible for or to receive services. For youth-serving programs with justifiable mandatory requirements, a [shared decision making model should be used to provide minors with agency in determining a course of action](#).
- Project designs, products, services, and/or budgets that consider the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.

Unallowable Costs

The following activities cannot be supported with grant funds:

Holding Beds: Grantees may not "hold beds" in a housing facility by charging their cost to the grant and keeping them empty until a victim needs the bed, when other victims need access to the beds, as this would be considered an unallowable contingency payment (see CFR 200.433 (c)).

Stipends/Incentives to Participate in Services: Neither cash nor non-cash stipends or incentives may be paid to victims to encourage their participation in services. Nominal cash or non-cash stipends (e.g., taxi or ride share vouchers; public transportation tickets or tokens; money to pay for childcare; or gift cards for meals that are necessary when participants receive services) are allowable.

Primary Prevention Activities: Per 22 U.S.C. § 7105(b)(2), the purpose of this funding is to support victim service programs: therefore, applicants should not propose primary prevention activities under this program.

Limitation on Use of Funds (22 USC § 7110(g))

The following statutory language applies to all awards under this solicitation:

(1) Restriction on programs

No funds made available to carry out this chapter, or any amendment made by this chapter, may be used to promote, support, or advocate the legalization or practice of prostitution. Nothing in the preceding sentence shall be construed to preclude assistance designed to promote the purposes of this Act by ameliorating the suffering of, or health risks to, victims while they are being trafficked or after they are out of the situation that resulted from such victims being trafficked.

(2) Restriction on organizations

No funds made available to carry out this chapter, or any amendment made by this chapter, may be used to implement any program that targets victims of severe forms of trafficking in persons described in section 7102(9)(A) of this title through any organization that has not stated in either a grant application, a grant agreement, or both, that it does not promote, support, or advocate the legalization or practice of prostitution. The preceding sentence shall not apply to organizations that provide services to individuals solely after they are no longer engaged in activities that resulted from such victims being trafficked.

Pursuant to the statute above, OVC requires grantees under this program to agree to the following grant condition:

Recipient certifies that it does not promote, support, or advocate the legalization or practice of prostitution, nor will it use grant funds or program match funds to promote, support, or advocate the legalization or practice of prostitution.

Information on Managing Human Trafficking Awards

For more information on implementation of OVC Human Trafficking award, please consult the [OVC Human Trafficking Grantee FAQ document](#).

Goals, Objectives, Deliverables, and Timeline**Goals**

The goal of this field-generated program is to end the criminalization of minor victims of sex trafficking by developing, expanding, or strengthening victim service programs to support victim-centered, trauma-informed, developmentally appropriate, evidence-based responses to minor victims of sex trafficking.

Objectives**Purpose Area 1: Field-Generated Program Sites**

The objectives of this program include the following:

- Provide services to meet the individualized needs of minor victims of sex trafficking.
- Collaborate with local partners (e.g., service providers, criminal justice and child welfare professionals, members of the judiciary, community- and faith-based organizations) to ensure minor victims of sex trafficking are properly identified, responded to, and provided with appropriate services.
- Collaborate with local and state partners in the development of policies, protocols, and standards that recognize minor victims of sex trafficking as victims and change the practice of arrests, detention, and confinement on prostitution charges or other offenses related to their exploitation.
- Provide other essential services for minor victims of sex trafficking (either directly or through referrals).
- Collect data and participate in assessment activities to determine if the program is meeting stated goals and objectives.
- Participate in an annual peer-to-peer learning opportunity hosted by the OVC-funded training and technical assistance provider. (See Budget and Associated Documentation.)

Purpose Area 2: Training and Technical Assistance Provider

The training and technical assistance (TTA) provider funded under Category 2 of this solicitation will educate anti-

trafficking stakeholders and the public about alternatives to the arrest, detention, and confinement of minors identified as sex trafficking victims; the harmful impact of this practice; and promising practices and strategies to help communities eliminate it. The TTA provider will also assist in expanding the skills of staff at the program sites to end the criminalization of minor victims of sex trafficking. This includes the development and provision of victim-centered, trauma-informed, developmentally appropriate, evidence-based training and technical assistance to the OVC-funded programs under Purpose Area 1 of this solicitation.

The successful applicant will implement training and technical assistance that supports best practices, enhanced collaboration, and generates improved outcomes for Purpose Area 1 program sites. The successful applicant is expected to develop and host an annual meeting for the grantees funded under Purpose Area 1 of this solicitation. Training and technical assistance will include peer-to-peer learning across multiple system stakeholders. Applicants should also plan to develop and disseminate best practices at the national level regarding strategies to address the criminalization of minor victims of sex trafficking and lessons learned from this project.

Deliverables

Purpose Area 1 Deliverables:

The deliverables to be provided are services, measured by types of service, number of new and continuing victims served, and other key data points.

Purpose Area 2 Deliverables:

The deliverables to be provided may include type and quantity of training, resources and tools, webinars/presentations, and/or other deliverables that may be produced by the grant end date that will assist in the delivery of an innovative TTA approach (e.g., curricula, written or video/media products).

All successful applicants must produce a final summary report of the project describing project activities, lessons learned, and, where applicable, an assessment of the project's impact (i.e., any pilot or implementation efforts).

The Goals, Objectives, and Deliverables are directly related to the performance measures that show the completed work's results, as discussed in the "Application and Submission Information" section.

Evidence-Based Programs or Practices

OJP strongly encourages the use of data and evidence in policymaking and program development for criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section entitled "Information Regarding Potential Evaluation of Programs and Activities."

OJP Priority Areas

The Department of Justice is committed to advancing work that promotes civil rights and racial equity, increases access to justice, supports crime victims and individuals impacted by the justice system, strengthens community safety and protects the public from crime and evolving threats, and builds trust between law enforcement and the community.

Priority Considerations Supporting Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government

Consistent with this Executive Order, the term "underserved community" refers to a population sharing a particular characteristic, as well as a geographic community, that has been systematically denied a full opportunity to participate in aspects of economic, social, and civic life or whose members have been historically underserved, marginalized, and adversely affected by inequality. Such communities include, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and Pacific Islanders.

In support of Executive Order 13985, OJP will:

A. Give priority consideration to applications that include project(s) that will promote racial equity and the removal of barriers to access and opportunity for communities that have been historically underserved,

marginalized, and adversely affected by inequality, when making award decisions.

To receive this consideration, the applicant must describe how the proposed project(s) will address potential inequities and barriers to equal opportunity, and/or contribute to greater access to services for underserved and historically marginalized populations.

B. Give priority consideration to applicants that can demonstrate that their capabilities and competencies for implementing their proposed project(s) are enhanced because the applicant (or at least one proposed subrecipient that will receive at least 30% of the requested award funding, as demonstrated in the Budget Worksheet and Budget Narrative) identifies as a culturally specific organization. To receive this additional priority consideration, applicants must describe how being a culturally specific organization (or funding the culturally specific subrecipient organization(s)) will enhance their ability to implement the proposed project (s) and should also specify which culturally specific populations are intended or expected to be served or to have their needs addressed under the proposed project(s).

Culturally specific organizations are defined for purposes of this solicitation as private nonprofit or tribal organizations whose primary purpose as a whole is to provide culturally specific services to, among others, Black people, Hispanics and Latino/a/e people, Native American and other Indigenous peoples of North America (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians, and/or Pacific Islanders.

Note: Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas is not a guarantee of an award.

Federal Award Information

Solicitation Categories

Competition ID	Category *	Number of Awards	Dollar Amount for Award	Performance Start Date	Performance Duration (Months)
C-OVC-2022-00013-PROD	Purpose Area 1: Field-Generated Program Sites	9	\$1,000,000.00	10/1/22 12:00 AM	36
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Awards, Amounts and Durations

Period of Performance Start Date

10/1/22 12:00 AM

Period of Performance Duration (Months)

36

Anticipated Total Amount to be Awarded Under Solicitation

\$10,000,000.00

Continuation Funding Intent

OVC may, in certain cases, provide additional funding in future years to awards made under this solicitation through continuation awards. OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and the award-funded work's progress, when making continuation award decisions.

Availability of Funds

This solicitation, and awards (if any are made) under this solicitation, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at 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.

Types of Awards

OVC expects to make Purpose Area 1 awards as grants and the Purpose Area 2 award as a cooperative agreement, which provide for OJP to have substantial involvement in carrying out award activities. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions that apply to many (or in some cases, all) OJP grants and cooperative agreements.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [OJP Grant Application Resource Guide](#) for additional information.

Cost Sharing or Matching Requirement

Pursuant to 22 U.S.C. § 7105(b)(2), awards under Purpose Area 1 of this solicitation are required to include **a 25 percent cash or in-kind match**. Federal funds awarded under this solicitation may not cover more than 75% of the total costs of the project being funded. An applicant must identify the source of the 25% nonfederal portion of the total project costs and how it will use match funds. If a successful applicant's proposed match *exceeds* the required match amount, and OJP approves the budget, the total match amount incorporated into the approved budget becomes mandatory and subject to audit. (“Match” funds may be used only for purposes that would be allowable for the federal funds.) Recipients must satisfy this match requirement with cash or in-kind match. The formula for calculating match is:

$$\frac{\text{Federal Award Amount}}{\text{Federal Share Percentage}} = \text{Adjusted (Total) Project Costs}$$

$$\text{Required Recipient's Share Percentage} \times \text{Adjusted Project Cost} = \text{Required Match}$$

Example: 75%/25% match requirement: for a federal award amount of \$350,000, calculate match as follows:

$$\begin{aligned} \frac{\$350,000}{75\%} &= \$466,667 & 25\% \times \$466,667 &= \$116,667 \text{ match} \end{aligned}$$

See the [OJP Grant Application Resource Guide](#) for additional information on this match requirement. For step-by-step instructions for entering match amounts in the budget, see the [Budget Summary Match Guide](#).

The award under Purpose Area 2 of this solicitation does not require a match.

Pre-agreement Costs (also known as Pre-award Costs)

See the [OJP Grant Application Resource Guide](#) information on Pre-agreement Costs (also known as Pre-award Costs).

Limitation on Use of Award Funds for Employee Compensation: Waiver

See the [OJP Grant Application Resource Guide](#) information on the Limitation on Use of Award Funds for

Employee Compensation; Waiver.

Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [OJP Grant Application Resource Guide](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

Costs Associated with Language Assistance (if applicable)

See the [OJP Grant Application Resource Guide](#) for information on Costs Associated with Language Assistance.

Eligibility Information

For eligibility information, see the solicitation cover page.

For information on cost sharing or match requirements, see the “Federal Award Information” section.

Application and Submission Information

The following application elements **must** be included in the application to meet the basic minimum requirements to advance to peer review and receive consideration for funding:

- Proposal Abstract
- Proposal Narrative
- Budget Worksheet and Budget Narrative (Web-based Form) (The web-based form includes the budget details and the budget narrative.)

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements or is nonresponsive to the scope of the solicitation.

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

The SF-424 must be submitted in Grants.gov. It is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

In Section 8F of the SF-424, please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*email address*) to assign the application to this user in JustGrants.

Intergovernmental Review: This solicitation (“funding opportunity”) **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting “Program is not covered by E.O. 12372.”)

Standard Applicant Information (JustGrants 424 and General Agency Information)

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and make edits as needed. Within this section, the applicant will need to: add zip codes for areas affected by the project; confirm its Authorized Representative; and verify and confirm the organization's unique entity identifier, legal name, and address.

Proposal Abstract

A proposal abstract (no more than 400 words) summarizing the proposed project, including the purpose of the project, primary activities, expected outcomes, the State and geographical service area, intended beneficiaries and subrecipients (if known), will be completed in the JustGrants web-based form. If requesting priority consideration, please indicate the priority area (A and/or B). This abstract should be written in the third person

and will be made publicly available on the OJP website if the project is awarded.

Proposal Narrative

The proposal narrative should be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point font; have no less than 1-inch margins; and should not exceed 20 pages. Pages should be numbered and submitted as an attachment. If the proposal narrative fails to comply with these length restrictions, OVC may consider such noncompliance in peer review and in final award decisions.

The following sections must be included as part of the proposal narrative:

a. Statement of the Problem

This section must—

1. identify the nature and scope of the problem that the program will address. Applicants must demonstrate the problem of the criminalization of minor victims of sex trafficking within the targeted geographic area. Applicants should cite the source(s) of this data, which could include local, state, and federal data regarding arrests, prosecutions, and detention and confinement of individuals identified as minor victims of sex trafficking in the proposed geographic area and data from victim service providers or other local stakeholders. Data should come from multiple sources.
2. describe previous or current attempts to address the problem; stakeholders who have been engaged; and challenges to successful implementation. Applicants must cite the source(s) for any data referenced.
3. describe the communities to be served, including the geographic area, populations in the service area, and any groups that are vulnerable to human trafficking. Applicants should identify any relevant underserved communities in their geographic area using supportive data (e.g., community data, Census data, client data, etc.).
4. describe current efforts to address the service needs of trafficking survivors in the geographic area, including programs funded through OVC, the Department of Health and Human Services (HHS), the Office on Violence Against Women, or with Victims of Crime Act (VOCA) state victim assistance funds. Explain how the proposed project is not duplicative and targets identified gaps.

In addition to the above, **Purpose Area 2** applicants should describe their understanding of the problem to be addressed by the training and technical assistance provider, including relevant equity considerations and challenges to reaching underserved communities. Applicants should identify existing quantitative and qualitative data that supports their Statement of the Problem.

b. Project Design and Implementation

The application must provide a clear link between the proposed activities and the need identified in the “Statement of the Problem” section above. This section must—

1. clearly state the goals and objectives of this project. Goals and objectives must align with those stated in the Goals, Objectives, Deliverables section of this solicitation.
2. provide a detailed description of the proposed activities necessary to implement this project and meet the stated goals and objectives.
3. identify which underserved communities, if any, will be targeted through the proposed project.
4. identify specific activities and services that will be provided with grant funds (see Appendix A) and describe how and where the activities/services will be provided. All activities and services proposed should be clearly linked to the goal of ending the criminalization of minor victims of sex trafficking.
5. include a timeline that identifies a timeframe for all the tasks and activities to be completed.
6. link project activities to the requirements of this solicitation and justify the logic of the proposed approach.
7. list the multisector project partners roles and responsibilities, and what they will contribute to make the project activities effective and sustainable.
8. describe how the applicant plans to ensure project activities are trauma informed, victim centered, and developmentally appropriate and protect the safety and confidentiality needs of victims.
9. describe how the applicant will meet the individualized service needs of victims and support victim-informed decisions and shared decision making within the delivery of services.
10. describe how the applicant will coordinate with other OVC and federally and state-funded anti-trafficking programs to meet the comprehensive needs of trafficking victims.

If the applicant is seeking priority consideration for Priority A, it should address in this section how the proposed project(s) will promote racial equity and/or the removal of barriers to access and opportunity, and/or contribute to greater access to services, for communities that have been historically underserved, marginalized, and adversely affected by inequality.

In addition to the above, **Purpose Area 2** applicants should provide a clear link between the proposed activities and the need identified in the “Statement of the Problem” and should describe (if applicable) how their program design, project partnerships, and deliverables/activities will advance equity for targeted audiences and the communities they serve. Additionally, applicants will be required to proactively collaborate with other human trafficking TTA providers to prevent duplication and strengthen the accessibility of resources, to include—

- engaging in regular communication with other OVC-funded TTA providers, including participating in regular workgroups and in-person or remote OVC-led TTA provider meetings;
- referring TTA requesters and grantees to other TTA providers, as needed;
- developing and delivering joint TTA, such as webinars, grantee meeting sessions, etc.; and
- working collaboratively with other OVC-funded TTA providers, as required by OVC.

c. Capabilities and Competencies

This section must—

1. demonstrate the institutional experience and expertise (or have submitted formal agreements with partners with experience and expertise with the application) to effectively implement the requirements of this solicitation.
2. identify the key individuals and organizations involved in the proposed project.
3. demonstrate that the individuals and organizations identified have the capacity to address the stated need, including the experience and expertise necessary to address the criminalization of minor victims of sex trafficking; provide services to minor sex trafficking victims; and successfully implement the proposed project objectives. For Purpose Area 2, the applicant must demonstrate the experience and expertise to provide high quality training and technical assistance on the criminalization of minor victims of sex trafficking.
4. describe specific roles and responsibilities of all project partners and key staff.
5. demonstrate that project staff have appropriate training and experience to implement project activities as described in the proposal, including the knowledge and expertise necessary to implement culturally responsive projects with the identified underserved communities, and document staffing plans and position descriptions for staff to be hired.
6. clearly describe who will implement activities as described in the Project Design and Implementation section.
7. describe their experience managing federal grants for similar projects/populations and document their administrative and financial capacity to manage federal grants. If the applicant has other grants for providing services to victims of human trafficking, the applicant must describe the scope of each of these grants and how activities and data collection on these projects will be tracked separately to avoid duplication.

If the applicant is seeking priority consideration under Priority B, it should describe within this section how being a culturally specific organization (or funding a culturally specific subrecipient organization at a minimum of 30% of the project budget) will enhance its ability to implement the proposed project(s) and should also specify which culturally specific populations are intended or expected to be served or have their needs addressed under the proposed project(s).

In addition to the above, **Purpose Area 2** applicants should demonstrate that the applicant, consultants, and/or partner organizations identified in the proposal have the capacity and experience to implement project activities, including (if applicable) the expertise necessary to deliver culturally responsive TTA to the targeted audience and to address identified challenges related to equity and underserved communities.

d. Plan for Collecting the Data Required for this Solicitation's Performance Measures

This section must include the following information:

1. A plan for collecting all the performance measures data required by this solicitation.
2. A description of the qualifications of key staff who will be responsible for collecting data and reporting performance measures in JustGrants.

Note: Applicants are **not** required to submit performance data with the application. Rather, performance measure information is included as an alert that successful applicants will be required to submit performance data as part of each award's reporting requirements.

OJP will require each successful applicant to submit regular performance data that show the completed work's results. The performance data directly relate to the goals, objectives, and deliverables identified in the "Goals, Objectives, and Deliverables" discussion. Applicants can visit OJP's performance measurement page at www.ojp.gov/performance for an overview of performance measurement activities at OJP.

To determine performance measure requirements for this solicitation, use the "Human Trafficking Performance Measures Map with Question Sets by Solicitation" document at <https://ovc.ojp.gov/funding/performance-measures/human-trafficking>. Locate the solicitation title and fiscal year to see assigned performance measure question sets. Examples of the performance measures questionnaires and related question sets, along with other reporting resources, can be found in the drop-down menu for victim service provider, task force, or training and technical assistance grantees.

OVC will require award recipients to submit performance measure data and performance reports in JustGrants. OVC will provide further guidance on the post-award submission process, if selected for award.

Note on Project Evaluations

An applicant that proposes to use award funds through this solicitation to conduct project evaluations must follow the guidance in the "Note on Project Evaluations" section in the [OJP Grant Application Resource Guide](#).

Goals, Objectives, Deliverables, and Timeline

The applicant will submit the program's goals, objectives, deliverables, and timelines in the JustGrants web-based form. See the [OJP Grant Application Resource Guide](#) for additional information.

Budget and Associated Documentation

Budget Worksheet and Budget Narrative (Web-based Form)

The applicant will complete the JustGrants web-based budget form. See the [OJP Grant Application Resource Guide for additional](#) information.

Purpose Area 1 successful applicants are expected to participate in a 2-day peer learning collaborative meeting annually throughout the project, which they should include in their budget. Applicants should budget approximately \$2,000 per person (up to 3 people) to attend the meetings and record this as part of the travel line item in the budget. The Office of the Chief Financial Officer requires cost calculations for all line items in your budget, including this required travel. The cost breakdown should include airfare, per diem rate, lodging, number of travelers, number of days, etc. (For example, 3 people x airline ticket (\$500) = \$1,500, 3 people x 2 days per diem (\$76/day) = \$456, 2 people x lodging (\$251) x 2 nights = \$1,506.) Use U.S. General Services Administration per diem rates.

The applicant should include a description in the Budget Narrative as to the cash or in-kind match that is included in the project budget.

If the applicant is seeking priority consideration under Priority B based on the identification of at least one proposed subrecipient as a culturally specific organization, the proposed funding for the subrecipient in the web-based budget form **must be a minimum of 30% of award funding**.

The budget narrative must also describe how the activities that will be funded with the (minimum) 30% of award funding provided to the subrecipient **specifically relate to the priority consideration requested under Priority B** and described in the Capabilities and Competencies section of the application.

Indirect Cost Rate Agreement (if applicable)

The applicant will submit its indirect cost rate agreement by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

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

The applicant will download the questionnaire, complete it, and submit it by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for the link to the questionnaire and additional information.

Disclosure of Process Related to Executive Compensation

If applicable, the applicant will submit a description of the process used to determine executive compensation by uploading the document as an attachment in JustGrants. See the “Application Attachments” section of the [OJP Grant Application Resource Guide](#) for information.

Memoranda of Understanding (MOUs) and Other Supportive Documents

For services/activities provided by project partners, the applicant must name the project partner in the Proposal Narrative, and include, as an attachment to the application, a subcontract/subgrant, Letter of Intent, or MOU describing the commitment from that organization to perform a specific service/activity, and a description of the cost (if applicable). If services/activities are to be provided as in-kind match, pro bono, or at no cost to the grant, this must be clearly stated in the MOU, Letter of Intent, or subcontract/subgrant. MOUs, Letters of Intent, and subcontracts/subgrants must include the following: (1) names of the organizations involved in the agreement; (2) scope of the service(s) and other work to be performed under the agreement; (3) duration of the agreement; (4) estimated cost per victim or cost of actual services provided describing whether it is a fee-for-service, in-kind match, or no cost; (5) whether or not there is a cap on the total amount of the agreement; and (6) whether or not there is a maximum number of victims that may be served under the agreement. If any of the required services above are to be provided pro bono or accessed through other government-subsidized or otherwise funded programs, applicants must describe how services will be provided to victims without the use of grant funds. MOUs and Letters of Intent should be submitted as one separate attachment to the application.

Additional Application Components

Please attach the additional requested documentation in JustGrants.

Curriculum Vitae or Resumes

Position descriptions and resumes for key positions should be tailored to the applicant to demonstrate the qualifications of staff involved in the project.

Tribal Authorizing Resolution

An application in response to this solicitation may require inclusion of tribal authorizing documentation as an attachment. If applicable, the applicant will submit the tribal authorizing documentation by uploading it as an attachment in JustGrants. See the [OJP Grant Application Resource Guide](#) for information on tribal authorizing resolutions.

Research and Evaluation Independence and Integrity Statement

If an application proposes research (including research and development) and/or evaluation, the applicant must demonstrate research/evaluation independence and integrity, including appropriate safeguards, before it may receive award funds. The applicant will submit documentation of its research and evaluation independence and integrity by uploading it as an attachment in JustGrants. For additional information, see the [OJP Grant Application Resource Guide](#).

Training Plan (if applicable)

Applicants proposing training must submit a training plan that describes the number and type of training events

planned to ensure that program partners are prepared to identify, refer, and provide services to human trafficking victims. Applicants should describe how they will leverage existing training, including OVC's foundational online training [Understanding Human Trafficking](#), for staff and partners. Grantees will consult with OVC's training and technical assistance providers, including the OVC Human Trafficking Collective, regarding available content to inform training funded under this solicitation.

Disclosures and Assurances

The applicant will address the following disclosures and assurances.

Disclosure of Lobbying Activities

Complete and submit the SF-LLL in Grants.gov. See the [OJP Grant Application Resource Guide](#) for additional information.

DOJ Certified Standard Assurances

Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure of Duplication in Cost Items

Complete the JustGrants web-based Applicant Disclosure of Duplication in Cost Items form. See the [OJP Grant Application Resource Guide](#) for additional information.

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

Review and accept the DOJ Certified Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing in JustGrants. See the [OJP Grant Application Resource Guide](#) for additional information.

Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable)

If applicable, submit the DOJ High Risk Disclosure and Justification as an attachment in JustGrants. A DOJ High Risk Grantee is an award recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or is otherwise not responsible. See the [OJP Grant Application Resource Guide](#) for additional information.

How to Apply

Step 1: The applicant must submit the **SF-424** and **SF-LLL** in Grants.gov at <https://www.grants.gov/web/grants/register.html>.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants in [JustGrants.usdoj.gov](#).

For additional information, see the "How to Apply" section in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

Submission Dates and Time

The **SF-424** and the **SF-LLL** must be submitted in Grants.gov by 11:59 p.m. eastern time on June 16, 2022.

The **full application** must be submitted in JustGrants by 8:59 p.m. eastern time on June 23, 2022.

OJP urges applicants to submit their Grants.gov and JustGrants submissions prior to the due dates to allow sufficient time to correct errors and resubmit by the submission deadlines if a rejection notification is received. To be considered timely, the **full application** must be submitted in JustGrants by the JustGrants application deadline.

Experiencing Unforeseen Technical Issues

An applicant that experiences unforeseen SAM.gov, Grants.gov, or JustGrants technical issues beyond its control that prevent application submission by the deadline, must demonstrate all efforts in requesting technical support in order to submit an application by the deadline. Technical support is available via phone and email to the applicable SAM.gov, Grants.gov, or JustGrants support centers or service desks in which an applicant received a ticket number for resolution. If an applicant misses a deadline due to unforeseen technical difficulties, the applicant may request a waiver to submit an application after the deadline. *Note: If an applicant does not submit all the required Grants.gov forms by the Grants.gov deadline, the applicant will not be able to proceed to the JustGrants portion of the application process.*

An applicant experiencing technical difficulties with the following systems must contact the associated support desk indicated below to report the technical issue and receive a tracking number:

- Grants.gov - contact the [Grants.gov Customer Support Hotline](#)
- SAM.gov - contact the [SAM Help Desk \(Federal Service Desk\)](#)
- JustGrants - contact the JustGrants Support Desk at JustGrants.Support@usdoj.gov or 833-872-5175

An applicant requesting a waiver to submit a late application must document their request for technical assistance in an email to the OVC/OJP Response Center at grants@ncjrs.gov **within 24 hours after the application deadline** to request approval to submit its application after the deadline. If an applicant has technical issues with Grants.gov, the applicant must contact the OVC/OJP Response Center within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. Waiver requests to submit after the submission deadline must:

- Describe the technical difficulties experienced;
- Include a timeline of the applicant's submission efforts (e.g., what date and time did the error occur, what date and time was action taken to resolve the issue and resubmit; and what date and time did support representatives respond)
- Include an attachment(s) of the complete grant application and all required documentation and material; and
- Include the applicant's Unique Entity Identifier (UEI), any applicable SAM.gov tracking number(s), Grants.gov Help Desk, and JustGrants Support Desk Ticket Numbers.

OJP will review each request for late submission and required supporting documentation and notify the applicant whether the request has been approved or denied. For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the [OJP Grant Application Resource Guide](#).

Application Review Information

Review Criteria

Merit Review Criteria

Applications that meet the basic minimum requirements will be evaluated by peer reviewers on how the proposed project/program addresses the following criteria:

1. Statement of the Problem (20%) - evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (35%) - evaluate the adequacy of the proposal, including the goals, objectives, timelines, milestones, and deliverables.
3. Capabilities and Competencies (25%) - evaluate the administrative and technical capacity of the applicant to successfully accomplish the goals and objectives.

4. Plan for Collecting the Data Required for this Solicitation's Performance Measures (5%) - evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.
5. Budget (5%) - evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).
6. Letters of Support, LOIs, and MOUs from other project partners (10%).

Other Review Criteria/Factors

Other important considerations for OVC include geographic diversity, strategic priorities (specifically including, but not limited to, those priority areas already mentioned), available funding, past performance, and the extent to which the Budget Worksheet and Budget Narrative (web-based form) accurately explain project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Review Process

Applications submitted under this solicitation that meet the basic minimum requirements will be evaluated for technical merit by a peer review panel(s) in accordance with OJP peer review policy and procedures using the stated review criteria listed above.

OJP screens applications to ensure they meet the basic minimum requirements prior to conducting the peer review. Although specific requirements may vary, the following are common requirements applicable to all OJP solicitations:

- The application must be submitted by an eligible type of applicant.
- The application must request funding within programmatic funding constraints (if applicable).
- The application must be responsive to the scope of the solicitation.
- The application must include all items necessary to meet the basic minimum requirements.

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant with one or more prior federal awards has a satisfactory record with respect to performance, integrity, and business ethics, OJP checks whether the applicant is listed in SAM as excluded from receiving a federal award.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final award decisions will be made by the Assistant Attorney General, who may consider not only peer review ratings and OVC recommendations, but also other factors as indicated in this section.

Federal Award Administration Information

Federal Award Notices

See the [OJP Grant Application Resource Guide](#) for information on award notifications and instructions.

Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the [OJP Grant Application Resource](#)

[Guide.](#)

Information Technology (IT) Security Clauses

An application in response to this solicitation may require inclusion of information related to information technology security. See the [OJP Grant Application Resource Guide](#) for information on information technology security.

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in the "Program Description" section, all award recipients under this solicitation will be required to submit certain reports and data.

Required reports. Award recipients typically must submit quarterly financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measures data.

Federal Awarding Agency Contact(s)

For OJP contact(s), see the solicitation cover page.

For contact information for Grants.gov, see the solicitation cover page.

For contact information for JustGrants, see the solicitation cover page.

Other Information

Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a)

See the [OJP Grant Application Resource Guide](#) for information on the Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

Provide Feedback to OJP

See the [OJP Grant Application Resource Guide](#) for information on how to provide feedback to OJP.

Performance Measures

Award recipients will be required to submit performance measure data and performance reports in JustGrants. OVC will provide further guidance on the post-award submission process, if selected for award.

Appendix A: Types of Victim Services That OVC Funds

Type of Service	Service Provision Terms
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Information and Referral	■ Information about the criminal justice process ■ Information about victim rights, how to obtain notifications, etc. ■ Referral to other victim service programs ■ Referral to other services, supports, and resources ■ Information about substance abuse treatment and support ■ Referral to substance abuse treatment and support
Personal Advocacy/Accompaniment	■ Victim advocacy/accompaniment to emergency medical care or forensic exam ■ Law enforcement interview advocacy/accompaniment ■ Individual advocacy (e.g., assistance in applying for public benefits or other low-cost alternatives) ■ Performance of medical or nonmedical forensic exam or interview, or medical evidence collection ■ Advocacy for immigration assistance ■ Intervention with employer, creditor, landlord, or academic institution ■ Child or dependent care assistance ■ Transportation assistance ■ Interpreter services ■ Family reunification
Emotional support, Safety, and Health Services	■ Crisis Intervention ■ Hotline/Crisis line counseling ■ On-scene crisis response ■ Individual therapy/mental health services ■ Support groups ■ Other therapy (e.g., traditional, cultural, or alternative healing) ■ Emergency financial assistance ■ Provision of emergency medical care ■ Provision of long-term, non-therapeutic medical care ■ Substance abuse services ■ Protection/Safety planning ■ Case management

Shelter/Housing Services	■ Emergency shelter or placement ■ Transitional housing ■ Relocation assistance ■ Rapid rehousing ■ Rental assistance ■ Host homes ■ Other shelter/housing
Criminal/Civil Justice System Assistance	■ Notification of criminal justice events ■ Victim impact statement assistance ■ Assistance with restitution ■ Civil legal assistance ■ Legal support with immigration assistance ■ Law enforcement or Prosecution interview advocacy/accompaniment ■ Repatriation ■ Public benefits law ■ Criminal record relief ■ Victim's rights representation
Education/Employment/Life skills	■ Education ■ Job/Vocational training ■ Job readiness/employment services ■ Skill building (e.g., life skills) ■ Supported employment

Appendix B: Citations

1. OJJDP Statistical Briefing Book. Estimated number of arrests by offense and race, 2019. Released November 16, 2020. https://www.ojjdp.gov/ojstatbb/crime/ucr.asp?table_in=2.
2. Myatt, Matthew. The "Victim-Perpetrator" Dilemma: The Role of State Safe Harbor Laws in Creating a Presumption of Coercion for Human Trafficking Victims, 25 *Wm. & Mary J. Women & L.* 555 (2019), <https://scholarship.law.wm.edu/wmjowl/vol25/iss3/4>.
3. Dank, Meredith; Yu, Lilly; Yahner, Jennifer; Pelletier, Elizabeth; Mora, Mitchyll; & Conner, Brendan. (September 2015). *Locked In: Interactions With the Criminal Justice and Child Welfare Systems for LGBTQ Youth, YMSM and YWSW Who Engage in Survival Sex*. Washington, DC: Urban Institute. <https://www.urban.org/sites/default/files/publication/71446/2000424-Locked-In-Interactions-with-the-Criminal-Justice-and-Child-Welfare-Systems-for-LGBTQ-Youth-YMSM-and-YWSW-Who-Engage-in-Survival-Sex.pdf>.
4. Barnert, Elizabeth S.; Abrams, Susan; Azzi, Veronica F.; Ryan, Geri; .Brook, Robert; & Chung, Paul J. (January 2016). *Child Abuse & Neglect*, Volume 51, 249–262. <https://www.sciencedirect.com/science/article/abs/pii/S0145213415003609?via%3Dihub>.
5. Ryan, J.P.; Williams, A.B.; & Courtney, M.E. Adolescent Neglect, Juvenile Delinquency and the Risk of Recidivism. *Journal of Youth and Adolescence*, 42(3), 454–465 (2013). <https://doi.org/10.1007/s10964-013-9906-8>.

Application Checklist

OVC FY 2022 Field-Generated Strategies to Address the Criminalization of Minor Victims of Sex Trafficking

This application checklist has been created as an aid in developing an application. The [DOJ Application Submission Checklist](#) is another resource.

What an Applicant Must Do:

Prior to registering in Grants.gov:

- Confirm your Entity's [System Award Management \(SAM\) Registration Information](#) (see [OJP Grant Application Resource Guide](#))

To register in Grants.gov:

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [OJP Grant Application Resource Guide](#))
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [OJP Grant Application Resource Guide](#))

To find the funding opportunity:

- Search for the funding opportunity in Grants.gov using the opportunity number, Assistance Listing, or keyword(s)
- Select the correct Competition ID *[insert if applicable]*
- Access the funding opportunity and application package (see Step 7 in the [OJP Grant Application Resource Guide](#))
- Sign up for Grants.gov email [notifications](#) (optional) (see [OJP Grant Application Resource Guide](#))
- Read [Important Notice: Applying for Grants in Grants.gov](#)
- Read OJP policy and guidance on conference approval, planning, and reporting available at [ojp.gov/funding/financialguidedo/iii-postaward-requirements#6g3y8](#) (see [OJP Grant Application Resource Guide](#))

Overview of Post-Award Legal Requirements:

- Review the “[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2022 Awards](#)” in the [OJP Funding Resource Center](#).

Review Scope Requirement:

- The federal amount requested is within the allowable limits:
 - Under Purpose Area 1: up to \$1,000,000.00
 - Under Purpose Area 2: up to \$1,000,000.00

Review Eligibility Requirement:

- The following entities are eligible to apply:
 - State governments
 - City or township governments
 - Public and State controlled institutions of higher education
 - County governments
 - Public housing authorities/Indian housing authorities
 - Native American tribal organizations (other than Federally recognized tribal governments)
 - Native American tribal governments (Federally recognized)
 - Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
 - For profit organizations other than small businesses*
 - Small businesses*

*"For profit organizations other than small businesses" and "small businesses" are eligible to apply **only** for Purpose Area 2 of this solicitation.

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**Prepare to submit the Application for Federal Assistance standard form (SF)-424 and Disclosure of Lobbying Activities form (SF-LLL)**

- Review Information to complete the Application for Federal Assistance (SF-424) in Grants.gov
- Submit Intergovernmental Review
- Complete Standard Applicant Information (SF-424 information from Grants.gov)
  - Submit the **SF-424** and **SF-LLL** in Grants.gov

*After SF-424 and SF-LLL submission in Grants.gov, receive Grants.gov email notifications that:*

- Submission has been received in Grants.gov
- Submission has either been successfully validated or rejected with errors (see [OJP Grant Application Resource Guide](#))

*If no Grants.gov receipt validation, or error notifications are received:*

- Contact the Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, [Grants.gov customer support](#), or [support@grants.gov](mailto:support@grants.gov) regarding technical difficulties (see [OJP Grant Application Resource Guide](#))

*Receive email notification to complete application in JustGrants*

- Proceed to complete application in JustGrants

**Content of Application Submission: Critical Application Elements**

The following items are critical application elements required to pass the basic minimum requirements review. If OJP determines that an application does not include the following elements, it will neither proceed to peer review, nor receive further consideration.

- **Proposal Abstract**
- **Proposal Narrative**
- **Budget Worksheet and Budget Narrative (web-based form)**

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Budget and Associated Documentation:

- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- Disclosure of Process related to Executive Compensation (see [OJP Grant Application Resource Guide](#))

Additional Application Components:

- Service Partner Memoranda of Understanding (MOUs), Letters of Intent, and Subcontracts/Subgrants
- Training Plan (if applicable)
- Position Descriptions and Resumes
- Tribal Authorizing Resolution (if applicable) (see [OJP Grant Application Resource Guide](#))
- Research and Evaluation Independence and Integrity (see [OJP Grant Application Resource Guide](#))
- Request and Justification for Employee Compensation; Waiver (if applicable) (see [OJP Grant Application Resource Guide](#))

Disclosures and Assurances:

- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Duplication in Cost Items (see [OJP Grant Application Resource Guide](#))

- DOJ Certified Standard Assurances (see [OJP Grant Application Resource Guide](#))
- DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))

Submit application in JustGrants:

- Application has been successfully submitted in JustGrants

If no JustGrants application submission, validation, or error notifications are received:

- Contact the JustGrants Service Desk at 833-872-5175 or JustGrants.Support@usdoj.gov regarding technical difficulties.