



The [U.S. Department of Justice's Office of Justice Programs' Office for Victims of Crime](#) is pleased to announce that it is seeking applications for funding under the FY2007 National Crime Victim Assistance Programs. This program furthers the Department's mission by enhancing "the Nation's capacity to assist crime victims and to providing leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime."

FY2007 National Crime Victim Assistance Programs

Eligibility

Applicants are limited to private nonprofit organizations, including faith-based and community-based organizations, that have a national scope that can demonstrate: (1) knowledge and understanding of needs of crime victims, (2) experience in the provision of victim services and advocacy, and (3) staff resources and capability to carry out all activities required by the funded project.

(See "Who Is Eligible to Apply," pages 3 and 4.)

Deadline

All applications are due by 8:00 p.m. eastern time on July 30, 2007.
Legal inquiries must be made no later than 5:00 p.m. on July 23, 2007

(See "Deadline For Applications", page 3)

Contact Information

For assistance with the requirements of this solicitation, contact Jasmine D'Addario-Fobian at (202) 305-3322 or jasmine.D'Addario-Fobian@usdoj.gov

This application must be submitted through Grants.gov. For technical assistance with submitting the application, call the Grants.gov Customer Support Hotline at 1-800-518-4726.

Grants.Gov number assigned to announcement: OVC-2007-1662

CONTENTS

Overview	3
Registration	4
Deadline: Application	4
Eligibility	4
Faith-Based and Other Community Organizations (<i>if applicable</i>)	4
Program Specific Information.....	5
Performance Measures.....	6
How to Apply.....	7
What an Application Must Include	7
Standard Form 424	7
Program Narrative	7
Budget and Budget Narrative	10
Selection Criteria	10
Review Process	10
Additional Requirements	10

FY2007 National Crime Victim Assistance Programs

(CFDA # 16.582)

Overview

The Office for Victims of Crime (OVC) is committed to enhancing the Nation's capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime. True to its mission, OVC is responsible for implementing several important pieces of federal legislation that are intended to advance victim rights and services, as well as improving the skills, knowledge, and abilities of crime victim advocates, service providers, and allied professionals who are responsible for intervening on behalf of victim and witnesses. The four key pieces of federal legislation that guide and direct OVC funding activities are the 1982 Victim and Witness Protection Act [18 U.S.C. 1501], which promotes rights and services for victims of crime within the federal system and serves as the foundation of the Attorney General Guidelines for Victim and Witness Assistance; the 1984 Victims of Crime Act, as amended [42 U.S.C. 10601], which establishes the Crime Victims Fund and authorizes programs to support grants for victim compensation, victim assistance services, improvement of child abuse investigation and prosecution, as well as discretionary grants for training, technical assistance, demonstration projects, and program evaluation; the Victims of Trafficking and Violence Protection Act of 2000 [22 U.S.C. 7101], which is intended to combat trafficking of persons through prevention, prosecution, enforcement, protection, and assistance to victims of trafficking; and, most recently, the Justice for All Act of 2004, which is intended to protect federal crime victims' rights, including the following: the right to be protected from the accused; the right to be heard at any public proceeding involving the release, plea, or sentencing of the accused; the right to be treated with fairness and respect; the right to timely notice of any public proceeding involving the crime or any release or escape of the accused; the right to proceedings free from unreasonable delay; the right to confer with a government attorney; and, the right to full and timely restitution.

Examples of National-scope training and technical assistance initiatives that may be funded include the following:

- Performing program evaluations
- Funding and evaluating demonstration programs
- Conducting special workshops
- Supporting victims' rights compliance efforts
- Developing training curricula
- Establishing fellowships and clinical internships
- Identifying and disseminating promising practices in victim services
- Supporting efforts to raise national awareness of victims' rights and needs
- Training professionals who work in victim services and allied fields
- Delivering technical assistance

The purpose of the FY2007 National Crime Victim Assistance Programs is to provide support to programs that have developed a national capacity to deliver assistance to victims of crime nationwide and to strengthen the ability of local law enforcement agencies and service providers to serve victims. Due to the legal constraints associated with the Crime Victim Fund, interest applicants may inquire with OJP about whether their proposed grant application complies with the requirements of the Crime Victims Fund.

Funding for this project is authorized under 42 U.S.C. section 10603(c)(1)(A).

Deadline: Registration

Registering with Grants.gov is a one-time process; however, if you are a first time registrant it could take up to several weeks to have your registration validated, confirmed and to receive your user password. It is highly recommended you start the registration process as early as possible to prevent delays in submitting your application package to our agency by the deadline specified. There are three steps that you must complete before you are able to register: 1) Register with the Central Contractor Registry (CCR); 2) Register yourself as an Authorized Organization Representative (AOR); and 3) Be authorized as an AOR by your organization. For more information, go to Grants.gov.

Note: Your CCR registration must be renewed once a year. Failure to renew your CCR registration may prohibit submission of a grant application through Grants.gov.

Deadline: Application

The due date for applying for funding under this announcement is July 30, 2007. The due date for legal inquiries is July 23, 2007.

Eligibility

Eligible applicants are private nonprofit organizations, including faith-based and community-based organizations, that have a national scope and can demonstrate the following: (1) knowledge and understanding of needs of crime victims, (2) experience in the provision of victim services and advocacy, and (3) staff resources and capability to carry out all activities required by the funded project. A private nonprofit organization does not need to have 501(c)(3) status to apply for grant funding under this solicitation.

Faith-Based And Other Community Organizations: Consistent with President George W. Bush's Executive Order 13279, dated December 12, 2002, and 28 C.F.R. Part 38, it is DOJ policy that faith-based and other community organizations that statutorily qualify as eligible applicants under DOJ programs are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and other community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated for or against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization.

Faith-based organizations receiving DOJ assistance awards retain their independence and do not lose or have to modify their religious identity (e.g., removing religious symbols) to receive assistance awards. DOJ grant funds, however, may not be used to fund any inherently religious activity, such as prayer or worship. Inherently religious activity is permissible, although it cannot occur during an activity funded with DOJ grant funds; rather, such religious activity must be separate in time or place from the DOJ-funded program. Further, participation in such activity by individuals receiving services must be voluntary. Programs funded by DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

Applicants are encouraged to review the Civil Rights Compliance section under "Additional Requirements" in this announcement.

Program-Specific Information

The purpose of the FY2007 National Crime Victim Assistance Programs solicitation is to provide support to programs that provide assistance to victims of crime nationwide and have the ability to direct victims to local victim service providers, law enforcement agencies and allied professionals, while helping victims rebuild their lives in the aftermath of a crime. OVC funds should be used to implement a program strategy and develop a sustainability plan for continuing project activities when the award period ends. OVC will offer funding to organizations that provide program activities in support of OVC's mission to enhance "the Nation's capacity to assist crime victims and to providing leadership in changing attitudes, policies, and practices to promote justice and healing for all victims of crime."

These activities include the following:

- Provide appropriate responses to victim contacts, including phone calls, e-mails, mail contacts and Web visitors, and make referrals to local or regional service agencies that can address specific needs of individual crime victims
- Provide information and referral service for all victims of crime through a national hotline
- Use volunteers as necessary to support increased organizational ability to respond to crime victim contacts
- Use the Internet to create an effective public information resource and data repository on issues of all types of crime victimization.
- Produce informational materials focused on crime victimization topics for use by victims and local criminal justice agencies and victim service providers so they can better serve victims of crime
- Engage partners and the public to help promote services for victims of crime
- Identify, develop, and offer training to service providers and criminal justice officials on topics that advance their capacity to respond to victims of crime at the local level

Goals, Objectives, and Deliverables

The goal of this program is to provide services for crime victims. Through this grant, organizations will improve the nation's response to victims of crime by linking such

victims to local services and essential information, and strengthening the ability of criminal justice agencies and local service providers to respond effectively to the victims.

Applicants are encouraged to use the most appropriate and rigorous methodologies feasible for demonstrating promising advancements and innovative approaches in framing their projects' goals and objectives.

Proposals should contain a description of all products that will be derived from the project. In addition to the required semi-annual progress reports in the Grants Management System (GMS), each grantee will be required to produce a final report, suitable for publication. Applicants are also encouraged to identify additional deliverables, such as articles in refereed journals.

Award Information

There will be two awards, at a value of up to \$600,000 each, for a period of 12 or 24 months.

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measures the results of their work. Performance measures for this solicitation are as follows:

Objective	Performance Measures	Data Grantee Provides
Provide assistance to victims of crime.	<p>Total calls to the organization's national hotline, and average wait times.</p> <p>Percent decrease in average wait times for users of the organization's national hotline.</p> <p>Number of web page hits and other statistics on web site traffic.</p> <p>Number of publications produced to assist crime victims and the organizations that serve them.</p> <p>Number of volunteers enlisted to support the program.</p>	<p>Total users of the organization's national hotline, and average wait times.</p> <p>Percent decrease in average wait times for users of the organization's national hotline during reporting period.</p> <p>Number of web page hits and other statistics on web site traffic during reporting period.</p> <p>Number of publications produced to assist crime victims and the organizations that serve them during reporting period.</p> <p>Number of volunteers enlisted to support the program during reporting period.</p>

How to Apply

DOJ is participating in the e-Government initiative, one of 25 initiatives included in the President's Management Agenda. Part of this initiative -- Grants.gov -- is a "one-stop storefront" that provides a unified process for all customers of federal grants to find funding opportunities and apply for funding.

Grants.Gov Instructions. You can find complete instructions at www.grants.gov. If you experience difficulties at any point during this process, call the Grants.gov Customer Support Hotline at 1-800-518-4726.

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.582, titled "Crime Victim Assistance/Discretionary Grants" and the funding opportunity number is OVC-2007-1662.

A DUNS number is required: The Office of Management and Budget requires that all businesses and nonprofit applicants for Federal funds include a DUNS (Data Universal Numeric System) number in their application for a new award or renewal of an award. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving Federal funds. The identifier is used for tracking purposes and to validate address and point of contact information. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at <http://www.dnb.com/>. Individuals are exempt from this requirement.

What an Application Must Include

Standard Form 424

Applicants must complete the Application for Federal Assistance (SF-424), a standard form that most federal agencies use, following the instructions it provides.

Program Narrative

Applicants must submit a program narrative that presents a detailed description of the purpose, goals, objectives, strategies, design, and management of the proposed program. The program narrative must be double spaced, use a standard 12-point font (Times New Roman is preferred), have 1-inch margins, and not exceed 25 pages. (Please number pages "1 of 25," "2 of 25," and so forth.) Applications that do not adhere to the required format may be deemed ineligible.

The program narrative must address the following selection criteria: (1) statement of the problem/program narrative, (2) impact/outcomes and evaluation, (3) project/program design and implementation, and (4) capabilities/competencies. The connections between and among each of these sections should be clearly delineated. For example, the goals and objectives should derive directly from the problems to be addressed. Similarly, the project design section should clearly explain how the program's structure and activities will accomplish the goals and objectives identified in the previous section.

- **Statement of the Problem/Program Narrative**

Applicants must clearly describe the need for their project and how funding would assist victims of crime and prevent repeat victimization. In this section, applicants must clearly state whether their intent is to use an innovative approach or advance their present practice.

- **Impact/Outcomes and Evaluation**

Applicants must describe the goals of the proposed project and identify its objectives. When formulating the project's goals and objectives, applicants should be cognizant of the performance measures that will be required of successful applicants.

Goals. Applicants should provide a broad statement, written in general terms, that conveys the program's intent to change, reduce, or eliminate the problem described. This section of the program narrative must outline the specific goals of the project.

Program Objectives. Applicants should explain how the program will accomplish its goals. Objectives are specific, quantifiable statements of the desired results of the program, and they should be clearly connected to the problems identified in the preceding section. The objectives should be measurable.

Performance Measures. Award recipients are required to collect and report data in support of performance measures. Recipients' assistance in obtaining this information will facilitate future program planning and will allow OJP to provide Congress with measurable results associated with federally funded programs. Performance measures must reflect the specific problems, goals and objectives, and design (see "Project/Program Design and Implementation" below) associated with this grant.

- **Project/Program Design and Implementation**

Applicants must describe the specific strategies that will be used to implement the proposed program. Applicants should develop a program design that will facilitate the gathering of data on the required performance measures.

This section of the program narrative should describe what applicants propose to do and how they intend to do it. Applicants should identify the program's target population and explain how the strategy will achieve the goals and objectives identified in the previous section.

This section should be detailed and describe how the project will operate throughout the duration of the funding period. Applicants are encouraged to select evidence-based practices for their programs. This section must also discuss plans for sustainability, i.e., how the program will continue to operate beyond the period of the OVC grant award. Applicants should include a logic model that graphically illustrates how the chosen performance measures are related to the specific problems, goals, and program activities.

Applicants must describe the specific strategies that will be used to implement the proposed program. Applicants should develop a project design that will facilitate the gathering of data on the required performance measures.

Design elements should follow directly from the project's goals and objectives, and the data to be collected should clearly support these ends. The applicant should describe the program components and the program implementation strategy in detail and demonstrate how research and evaluation studies validate the approach.

In addressing project design, applicants should consider the following questions:

- What is the problem?
- What does the applicant propose and does it intend to do it?
- What other agencies and resources will the applicant involve?
- How will the applicant know if its approach works?
- What are the costs and cost benefits of implementing the strategy?
- What are the applicant's plans for sustaining the program or strategy past the ending of this funding?

- **Capabilities/Competencies**

Applicants should also demonstrate the organizational capacity to complete the work described in the preceding section. The applicant should include a description of any similar projects it has undertaken previously.

Applicants must describe the roles and responsibilities of project staff and explain the program's organizational structure and operations. Applicants must demonstrate the existence of a management structure that will support the achievement of the project's goals and objectives in an efficient and cost-effective manner. In particular, applicants must ensure that the tasks delineated in the project timeline are adequately staffed. If additional staff will be hired to complete the project, the applicant should identify the selection criteria.

As stipulated in "Eligibility," page 3, eligible organizations and collaboratives must show evidence of operation for at least 1 year. To validate this requirement, applicants should include the following information in this section:

- Organizational mission statement of the organization or collaborative.
- Background information about the organization or collaborative (e.g., date founded, names and titles of principals, etc.).
- Funding sources over the past 12 months.

- Description of planning activities carried out for the proposed program.

Budget and Budget Narrative

Applicants must provide a budget that is complete and allowable. Applicants must submit a budget worksheet and budget narrative in one file. A fillable budget detail worksheet form is available on OJP's web site at www.ojp.usdoj.gov/Forms/budget_fillable.pdf. Applicants may contact the Office of the Comptroller's Customer Service Center at 1-800-458-0786 with any questions.

Selection Criteria

Applications that proceed to peer review will be rated as highly responsive, responsive, or non responsive, based on the following selection criteria:

- Statement of the Problem/Program Narrative
- Impact/Outcomes and Evaluation
- Project/Program Design and Implementation
- Capabilities/Competencies
- Budget

See "Program Narrative" Section for detailed descriptions of the above criteria.

Review Process

OVC staff will review applications for completeness and responsiveness to this application guidance. Responsive applications will be forwarded to peer review and then, upon recommendation, to award processing subject to final approval by OVC's Director and OJP's Assistant Attorney General. Funding may not be awarded to applicants with overdue financial or progress reports for existing OJP grants.

Additional Requirements

Successful applicants must agree to comply with additional requirements prior to receiving grant funding, including the following:

- Civil Rights Compliance
- Confidentiality and Human Subjects Protections regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) compliance
- DOJ Information Technology Standards

- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- [Compliance with Office of the Comptroller Financial Guide](#)
- Suspension or Termination of Funding
- Nonprofit Organizations
- Government Performance and Results Act (GRPA)
- Rights in Intellectual Property

OVC strongly encourages you to review the information pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at www.ojp.usdoj.gov/funding/otherrequirements.htm.