



The U.S. Department of Justice, Office on Violence Against Women (OVW) (www.usdoj.gov/ovw) is pleased to announce that it is seeking concept papers under the Office on Violence Against Women Technical Assistance Program. This program furthers the Department's mission of advancing the goals of the Violence Against Women Act by providing OVW grantees and others in the field with the training, expertise, and problem-solving strategies they need to meet the challenges of addressing sexual assault, stalking, domestic violence, and dating violence.

OVW FY 2008 Technical Assistance Program Call for Concept Papers

Eligibility

Applicants include any organization or individual (See "Eligibility" page 4)

Deadline

Letters of Intent to apply should be submitted by September 12, 2007
All Applicants should register online with Grants.gov by September 12, 2007
All applications are due by 8:00 p.m. E.D.T. on September 26, 2007
(See "Deadline: Concept Papers" page 4)

Contact Information

For assistance with the requirements of this call for concept papers, contact the Office on Violence Against Women at (202) 307-6026.

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 OVW-2008-1690

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OVW Technical Assistance Program (CDFS 16.526)

Overview

About the Office on Violence Against Women

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice. Created in 1995, OVW implements the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership against domestic violence, dating violence, sexual assault, and stalking. Since its inception, OVW has launched a multifaceted approach to responding to these crimes. By forging state, local and tribal partnerships among police, prosecutors, the judiciary, victim advocates, health care providers, faith leaders, and others, OVW grants help provide victims with the protection and services they need to pursue safe and healthy lives and enable communities to hold offenders accountable.

About the OVW Technical Assistance Program

Since 1995, OVW's Technical Assistance Program (TA Program) has provided OVW grantees with the training, expertise, and problem-solving strategies they need to meet the challenges of addressing domestic violence, sexual assault, dating violence, and stalking. OVW's technical assistance projects have offered educational opportunities, conferences, peer-to-peer consultations, site visits, and tailored assistance that has allowed OVW grantees and others to learn from experts and one another about how to effectively respond to crimes of violence against women.

In shaping its technical assistance program, OVW has actively solicited input from its grantees to ensure that efforts are responsive to the needs and concerns of local communities. As part of its commitment to continuous improvement, OVW seeks feedback on a regular basis from its grant recipients so that technical assistance can be enhanced and refined as necessary to meet the needs of communities.

The primary purpose of the OVW TA Program is to provide direct assistance to grantees and subgrantees to enhance the success of local projects they are implementing with VAWA grant funds. In addition, OVW is focused on building the capacity of criminal justice and victim services organizations to respond effectively to sexual assault, domestic violence, dating violence, and stalking and to foster partnerships between organizations that have not traditionally worked together to address violence against women, such as faith- and community- based organizations. Technical assistance projects must be national or regional in focus. Projects that are limited to statewide activities, or regional activities within a state will not be considered.

Vision for OVW Technical Assistance

It is OVW's vision that technical assistance will be responsive to the needs of victims, as expressed through its grantees; adaptable to the inevitable changes in the field; and economical in its size and scope. In addition, OVW would like to utilize state and local experts in the delivery of technical assistance. Local communities across the nation have implemented successful programs addressing domestic violence, dating violence,

sexual assault, and stalking, and these communities have unique expertise and lessons to share.

Deadline: Letter of Intent

All applicants who intend to apply for FY 2008 funding under this program are encouraged to **submit a non-binding letter of intent**, (please see http://www.usdoj.gov/ovw/docs/sample_letter_of_intent.pdf), to OVW by **September 12, 2007**. You may send the letter to OVW at ovw.arrest@usdoj.gov. OVW will use these letters to forecast the number of review panels needed to review competitive applications.

Deadline: Registration

The Grants.gov registration deadline is **September 12, 2007**. 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 and 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 Central Contractor Registry (CCR), 2) be authorized as an Authorized Grantee/Recipient Official (AGO) in your organization, and 3) register yourself as an (AGO). For more information, go to www.grants.gov. **Note: CCR registration must be renewed once a year for all applicants. Failure to renew your CCR registration will prohibit submission of a grant application through Grants.gov.**

Deadline: Concept Paper

The due date for applying for funding under this announcement is 8:00 pm E.D.T. **September 26, 2007**. Applications must be submitted through Grants.gov and through submission of a hard copy original. **Each applicant must submit a hard copy original.** Failure to submit a hard copy original may result in a deduction of five points from their final score and a delay in the review of their proposal.

Eligibility

OVW will accept concept papers from any organization or an individual who submits a joint application with an organization. The award will be made to the organization, who will be responsible for grant compliance with all fiscal and purpose area performance requirements.

Funding to Faith-Based and 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 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 community organizations will be considered for awards on the same basis as any 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, worship, religious instruction or proselytization. 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.

OVW Technical Assistance Program – Specific Information

Focus of Technical Assistance Projects

The OVW Technical Assistance Program has been created as a set-aside from the appropriated funds of OVW grant programs. For this reason, technical assistance activities must be tied to purpose areas of OVW grant programs (see Appendix A), and OVW technical assistance must be provided predominantly to recipients of OVW grant programs. To learn more about OVW's grant programs, go to www.usdoj.gov/ovw and click on "OVW Funding Opportunities and Grant Information." In addition, Appendix B lists the number of grantees currently funded under each OVW grant program.

OVW Issue Areas

OVW is seeking concept papers that address one or more of the issue areas identified below. All concept papers must be tied to one or more of the grant program purpose areas listed in Appendix B and must serve the grant recipients of one or more OVW grant programs, (i.e., providing sexual assault training to rural law enforcement officers who are recipients under STOP Formula, Arrest and Rural programs). OVW is particularly interested in concept papers that will provide cross-program technical assistance.

In addition, if an applicant wishes to submit a concept paper that does not address one of these interest areas, they may do so, but they will be required to submit additional justification regarding the need for the project, how it relates to an OVW program purpose area (Appendix A) and the intended OVW grantee audience. (Please note that this does not apply to technical assistance for tribal communities; OVW is only accepting concept papers that address the issue areas below for tribal communities.) Applicants should be aware that first priority will be given to papers that address the interest areas listed below, as these areas reflect needs identified by OVW and OVW grantees.

OVW encourages applicants to submit only one concept paper, but under no circumstances will OVW accept more than three concept papers from a single organization. Multiple applications should only be submitted if they are addressing very different and distinct areas of focus. In deciding whether to submit a single proposal or multiple concept papers, applicants should consider the inter-connectedness of the project activities. Please note that this reflects a change from the FY 2007 Technical Assistance Program Call for Concept Papers.

Issue Areas

- Basic training on sexual assault, stalking, domestic violence, and/or dating violence for law enforcement, prosecution, probation, judges and court personnel and/or nonprofit, nongovernmental victim advocates.
- Advanced training on sexual assault, stalking, domestic violence, and/or dating violence for law enforcement, prosecution, probation, judges and court personnel and/or nonprofit, nongovernmental victim advocates.
- Training and technical assistance to assist OVW grantees in implementing new provisions enacted as a result of the passage of the Violence Against Women Act (i.e., confidentiality, judicial notification, etc.).
- Training and technical assistance to victim services organizations and criminal justice agencies on how to most effectively respond to battered women who are also experiencing other issues (e.g., mental illness, chemical dependency, homelessness, and the intersection of domestic violence and/or dating violence and prostitution).
- Basic domestic violence, sexual assault, dating violence and/or stalking training and technical assistance for community and faith-based organizations in rural communities.
- Outreach and training to faith-based organizations on delivery of advocacy services and building their skills in order to participate in a coordinated community response to violence against women.
- Basic and intermediate training on the dynamics of domestic violence, sexual assault, stalking, child abuse and dating violence in the context of supervised visitation and safe exchanges.
- Intermediate and advanced training on developing policies and protocols, conducting community assessments, and strengthening community collaboration in the implementation of supervised visitation and safe exchanges.
- Training on the dynamics of child sexual abuse and the co-occurrence with domestic violence.
- Training to assist grantees in implementing visitation and exchange centers.

- Technical assistance on the use of technology to investigate and prosecute domestic violence, dating violence, sexual assault, and stalking cases and to monitor convicted offenders (i.e., computer tracking systems, innovative equipment for law enforcement). Training must address victim privacy and confidentiality concerns as well as safety limitations.
- Development of and training on a model assessment tool to evaluate and improve the criminal justice response and effectiveness of community-based services for victims of sexual violence.
- Basic and advanced training on domestic violence, dating violence, sexual assault, and stalking for STOP State Administrators.
- Training and technical assistance to STOP State Administrators in the following areas: developing statewide implementation plans; convening VAWA Advisory Boards or Planning Committees; coordinating statewide initiatives pertaining to VAWA; developing a comprehensive solicitation process; addressing state specific challenges (i.e., rural and tribal populations and faith-based communities); and strengthening grant management, including grant monitoring and statewide technical assistance for subgrantees.
- New grantee orientation training for state domestic violence and sexual assault coalitions, which will include topics such as grants management, meeting goals and objectives, reporting requirements.
- Capacity building for state domestic violence and sexual assault coalitions to work with college campuses and other community agencies in addressing domestic violence, dating violence, sexual assault, and stalking.
- Basic and advanced training on domestic violence, sexual assault, dating violence and stalking for campuses, including the athletic departments, Greek system, and student disciplinary boards.
- Innovative approaches to utilizing a coordinated community response to domestic violence, dating violence, sexual assault, and stalking, in particular for the following grant programs: STOP Violence Against Women Formula Grants Program, Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program, and Rural Domestic Violence, Dating Violence, Sexual Assault, Stalking, and Child Victimization Enforcement Assistance Program
- Training and technical assistance for non-profit, non-governmental victim service organizations, law enforcement, prosecution, faith-based programs, and other community-based organizations in the development and delivery of services that meaningfully respond to sexual assault survivors in rural communities.
- Technical assistance and outreach to non-Rural Program grantees about the Rural Domestic Violence, Dating Violence, Sexual Assault, Stalking, and Child Abuse Enforcement Assistance Program.

- Training and technical assistance to promote implementation of the full faith and credit provision of the Violence Against Women Act and related issues.
- Basic and intermediate skill development training for non-lawyer legal advocates.
- Training and technical assistance on creating or supporting multidisciplinary collaborative community responses and providing services for immigrant and trafficking victims of domestic violence, dating violence, sexual assault, and stalking.
- Intermediate skill training for domestic violence/sexual assault lawyers that includes, but is not limited to: interviewing skills; identifying, analyzing, and integrating allegations of child abuse/incest in custody cases; drafting effective pleadings; direct/cross questioning of parties; and use of lay witnesses and identification of lay and expert witnesses.
- Basic and intermediate training for Legal Assistance for Victims Program grantees on legal and non-legal remedies, including but not limited to: housing, welfare, public benefits, employment, health, credit repair, child support, spousal support, bankruptcy, divorce, protection orders, and disability.
- Basic and intermediate civil trial advocacy skills training for domestic violence/sexual assault lawyers in the following areas: pleadings, drafting affidavits, expert witness development, motions, direct/cross exam, opening and closing arguments, and negotiation/settlement.
- Training and technical assistance on creating or supporting multidisciplinary collaborative community responses and providing services for victims of domestic violence, sexual assault, stalking and dating violence in rural communities. Primary focus is to target collaborative teams made up of Legal Assistance for Victims, Rural, Safe Havens Program grantees and other OVW grantees to work on a strategic plan on how to comprehensively provide services and outreach to survivors of domestic violence/sexual assault in their state or local community.
- Basic and intermediate training on immigration and cultural issues for OVW grantees, including the dynamics of violence against immigrants; services available to immigrant victims; and the legal options for immigrant victims, such as self petitioning, U and T Visas.
- Training and technical assistance to Legal Assistance for Victims and Rural grantees on addressing sexual assault in the migrant farm-worker community, including but not limited to training regarding creating or supporting multidisciplinary collaborative community responses and/or providing services to farm-workers.
- Training and technical assistance to tribal communities on one or more of the nine issue areas listed below. Those entities applying to address any of the following must have expertise in tribal law, customary practices, and/or Federal

Indian law. In addition, OVW is only interested in funding tribal technical assistance projects that address one or more of the Issue Areas below:

- Developing sound and effective civil legal assistance programs in Indian country.
- Effective strategies for addressing teen dating violence in tribal communities that reflect tribal customs and traditions.
- Developing transitional housing assistance programs that reflect tribal customs and traditions.
- Developing supervised visitation and safe exchange programs that serve victims of domestic violence, dating violence, sexual assault, or stalking in tribal communities.
- Basic and advanced training on domestic violence, dating violence, sexual assault, and stalking for tribal law enforcement officers, prosecutors, probation officers, judges, court personnel, health care professionals, and victim advocates.
- Full faith and credit projects with a state-wide or regional focus.
- Promoting effective strategies for tribal/state cooperation in addressing domestic violence, dating violence, sexual assault, and stalking committed against American Indian or Alaska Native women in Public Law 280 jurisdictions.
- Assisting Indian tribes with developing and maintaining sex offender registries that are compliant with the requirements of the Adam Walsh Act.

Meeting Logistics Provider

The Office on Violence Against Women is also seeking an organization to serve as a meeting logistics provider. This organization will organize meetings, focus groups, conferences and training events by providing comprehensive meeting planning and logistical support to OVW and OVW technical assistance providers. Applicants must demonstrate the ability to be highly attentive to administrative detail and deadlines, excel at making logistical arrangements and decisions, and exhibit a strong customer service focus with regard to the OVW Director, OVW staff, and OVW Technical Assistance Providers. Substantive knowledge and expertise regarding violence against women issues is not required and will not be considered when evaluating applicants' ability to perform the activities contemplated (see Appendix C for additional information).

Availability of Funds

All awards are subject to the availability of appropriated funds and any modifications or additional requirements which may be imposed by law.

Award Period

The award period for these Cooperative Agreements will be either 12 or 24 months; however in estimating their project costs, applicants should base their estimates on a 24 month project.

Award Amounts

Applicants should carefully consider the resources needed to successfully implement the proposed project. Please note that all OVW discretionary grantees (this excludes the STOP Formula and State Coalitions Programs) have funds in their budgets to participate in technical assistance events, and therefore you will not need to include travel costs for participants in your projected costs.

Generally, new projects can apply for up to \$400,000 for 24 months. However, if the proposed project is large in scope (i.e., serves a large number of grantees and/or subgrantees, or addresses a large number of purpose areas within or across programs) an applicant can exceed this amount. Requested award amounts should only reflect activities that are directly tied to those included in the concept paper.

Continuation applicants may apply for an amount equal to or less than a previous award that they have received to conduct the same or similar work. Applicants should base their award request on the amount of funds that were expended during a 24-month budget cycle and not solely on the amount that was previously awarded.

OVW reserves the right to make awards for lesser or greater amounts. Applicants should be aware that awards will be made as Cooperative Agreements, and OVW will play a substantial role in shaping and monitoring the project.

Applicants are advised that even if their proposal is selected, applicants may not obligate or expend funds in anticipation of receiving an award. This prohibition includes hiring personnel, conducting planning activities, or contacting with consultants.

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

Complete instructions can be found at www.grants.gov. Please note that Grants.gov is not the Grants Management System (GMS) through which OVW applicants have submitted applications in previous years. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1-800-518-4726**.

In addition, applicants must send via overnight delivery a complete hard-copy original of the concept paper, postmarked by September 26, 2007 to:

**The Office on Violence Against Women
c/o Lockheed Martin Aspen Systems Corporation**

OVW Technical Assistance Program
Mail Stop 2K
2277 Research Boulevard
Rockville, MD 20850
(301) 519-5000.

CFDA Number

The Catalog of Federal Domestic Assistance number for this program is 16.526, titled “OVW Technical Assistance Program,” and the funding opportunity number is OVW-2008-1690.

A DUNS number is required: The Office of Management and Budget requires that all business 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.dunandbradstreet.com>. Individuals are exempt from this requirement.

What a Concept Paper Must Include

Applicants must complete each of the following sections as part of their response to this Call for Concept Papers. **It is the responsibility of the applicant to ensure that the concept paper is complete. OVW will remove the concept paper from consideration prior to internal review if the concept paper is incomplete.** For each section listed below, please note the corresponding maximum point value that may be assigned during the review process. The proposal should follow the order below for easy reading. Please be sure to number each page of the concept paper. Reviewers will not receive materials submitted beyond those required by this Call for Concept Papers.

Concept papers must use the following page format requirements:

- No more than 12 pages
- Page numbered
- Double spaced
- 8½ x 11 inch paper
- One inch margins
- Type no smaller than 12 point, Times New Roman font

Application for Federal Assistance (SF-424)

The SF-424 will be filled out online through Grants.gov; however, it should also be printed out and included in the hard copy original that it submitted. The Catalog of Federal Domestic Assistance number for this program is 16.526 (block 10). Please be sure that the amount requested matches the amount in the submitted budget.

Applicants must ensure that the information for the authorizing official and alternate contact is filled out correctly. The authorizing official is the individual authorized to accept grant funds on behalf of the jurisdiction or non-governmental private entity applying.

Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)

Review the assurances and certification forms. Agreement to these assurances and certifications will be assumed upon receipt of a concept paper received through Grants.gov.

Narrative (Total 100 Points)

The following narrative will be submitted as an attachment in Grants.gov.

A. Summary Data Sheet (5 points)

The Summary Data Sheet must include the following:

- Name of applicant.
- Project partners.
- Issue Area/s the concept paper is addressing.
- Target audience (include which grant program recipients will be targeted).
- Geographic focus (**Projects must be national or regional in focus. Projects that are limited to statewide activities, or regional activities within a state will not be considered.**)
- Estimated project cost.
- A list of all of the applicant's current OVW grants and technical assistance cooperative agreements, including remaining amounts as of September 1, 2007 and anticipated project completion dates.

B. What Will Be Done (35 points)

This section should:

- Describe the geographic area to be served. The primary purpose of the OVW Technical Assistance Program is to serve OVW grantees on a national or regional level. This program is not meant to serve just one or two jurisdictions.
- Describe the target audience for the technical assistance (discipline, grant program, etc.).
- Estimate how many grantees will be served (see Appendix B).
- Describe the relevance to the OVW grant programs that this project is targeting.
- Identify the OVW Issue Area/s identified in this Call for Concept Papers the project is addressing and explain why you believe this is an area in need of technical assistance.
- Identify what OVW statutory purpose area/s from the Violence Against Women Act the project will address (see Appendix A).
- State the goals and objectives of the technical assistance project.
- Provide a summary of the activities that will be undertaken to accomplish the project goals and objectives and provide a corresponding timeline for the completion of each activity.

- Describe and justify any and all products that will be developed, including a timeline for the development and dissemination of each product. Include a dissemination plan for the products.
- If you are proposing a project that does not address one of the OVW Issue Areas, you must include a justification for the need to address this issue, including what, if any, technical assistance currently exists, and why it is not sufficient.
- The estimated number of training and technical assistance hours that will be provided.

C. Who Will Implement the Project (35 points)

This section should:

- Identify organizations and individuals who will implement the project and describe the role of each (if project partners are identified, letters of support from those partners must be included).
- Describe the capacity of the organization/s to undertake the project.
- Describe the proposed staffing (including consultants) for the initiative.
- List the qualifications and experience of proposed staff/consultants.
- Identify any state and/or local experts who will be included in the delivery of the technical assistance and describe their role.

D. What Are the Technical Assistance Delivery Methods (15 points)

This section should:

- Identify and describe how the proposed technical assistance will be delivered. Examples of delivery methods can include audio- and video-conference; web-casting; regional or national meetings; focus groups; conferences; train-the-trainer sessions; on-site technical assistance (if you are proposing on-site assistance with OVW grantees, you must describe your capacity and experience to do so).
- Explain why these methods have been selected.
- Explain how these methods are appropriate for the target audience.

E. What are the Estimated Project Costs (10 points)

This section should provide a general breakdown of the expected costs associated with the project. Include estimated personnel costs, compensation for any project partners and other relevant expenses. If you are proposing to utilize consultants, indicate the estimated daily rate for each consultant.

F. Letters of Support (if applicable) *Letters must be included in your hard copy. If you have electronic signed copies, they may also be included as attachments in Grants.gov.*

Letters of support must be included from all project partners. Letters should describe the partners' role in the project, as well as their commitment to the collaboration. Letters from an organization's constituency may also be included, describing the capability of that organization to carry out the proposed work.

Note: A Memorandum of Understanding (MOU), a budget and budget narrative are not required for the concept paper. Applicants whose proposals best meet the criteria of the FY 2008 Call for Concept Papers will be invited to submit a full application, which will include a budget and budget narrative, and possibly an MOU.

Review Process

Complete concept papers will be subject to internal OVW panel review and may be subjected to a peer review. Panelists will evaluate applications using the criteria outlined in this call for concept papers. Additionally, OVW will consider the utility and necessity of each proposal in connection with the needs of OVW grantees, as well as the amount of money available to support technical assistance by each program. OVW staff will contact those applicants whose proposals best meet the aforementioned criteria. At that time, those applicants will be required to submit formal applications, including budgets. These applications will be subject to a second round of internal review. Those concept papers that do not best meet the aforementioned criteria will receive no further review.

Furthermore, applicants who have had a previous OVW grant and who failed to meet grant report deadlines, did not comply with Office of Justice Programs (OJP) financial requirements, failed to complete project products in a reasonable time, or did not comply with special conditions from previous grants (including consistently failing to submit agenda, products, and curricula for OVW prior approval by the required submission date), will not be considered for funding.

All OVW decisions are final. There is no appeal process.

Additional Requirements

- 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
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property

All OVW grantees must comply with these additional requirements. Additional information for each can be found at <http://www.ojp.usdoj.gov/funding/otherrequirements.htm>. References to the Office of Justice Programs and its components are deemed to refer to the Office on Violence Against Women, as applicable.

OVW Concept Paper Checklist

Applicants must submit a fully executed concept paper to OVW via overnight delivery, including all required supporting documentation. **Concept papers will not be accepted via facsimile. Although most parts of the concept paper need to be submitted through Grants.gov as well as in hard copy form, it is the hard copy form that will be reviewed.** Concept papers submitted via Grants.gov must be in the following word processing formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).

Complete concept papers should include the following:

- The SF-424;
- Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug Free Workplace Requirements;
- Summary Data Sheet;
- Narrative (including budget estimate); and
- Letters of Support.

Detailed instructions on how to use the Grants.gov system to submit your application online are available at www.grants.gov. Also, a toll-free telephone number has been established for you to receive technical assistance as you work through the online application process, 1-800-518-4726.

To help expedite the review process, applicants must send via overnight delivery a complete hard-copy original of the concept paper, postmarked by September 26, 2007 to:

**The Office on Violence Against Women
c/o Lockheed Martin Aspen Systems Corporation
OVW Technical Assistance Program
Mail Stop 2K
2277 Research Boulevard
Rockville, MD 20850
(301) 519-5000**

APPENDIX A

VAWA Grant Purpose Areas

OVW PROGRAM PURPOSE AREAS

STOP VIOLENCE AGAINST WOMEN FORMULA GRANTS PROGRAM

- (1) training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence;
- (2) developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault and domestic violence;
- (3) developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault and domestic violence;
- (4) developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault and domestic violence;
- (5) developing, enlarging, or strengthening victim services programs, including sexual assault, domestic violence and dating violence programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault and domestic violence;
- (6) developing, enlarging, or strengthening programs addressing stalking;
- (7) developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault and domestic violence;
- (8) supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence;
- (9) training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault;

(10) developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals;

(11) providing assistance to victims of domestic violence and sexual assault in immigration matters;

(12) maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families;

(13) supporting the placement of special victim assistants (to be known as "Jessica Gonzales Victim Assistants") in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities--

(A) developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including triage protocols to ensure that dangerous or potentially lethal cases are identified and prioritized;

(B) notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;

(C) referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and

(D) taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order;

(14) providing funding to law enforcement agencies, nonprofit nongovernmental victim services providers, and State, tribal, territorial, and local governments, (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote--

(A) the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as "Crystal Judson Victim Advocates," to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;

(B) the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies (such as the model policy promulgated by the International Association of Chiefs of Police "Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project" July 2003); and

(C) the development of such protocols in collaboration with State, tribal, territorial and local victim service providers and domestic violence coalitions.

GRANTS TO STATE SEXUAL ASSAULT AND DOMESTIC VIOLENCE COALITIONS PROGRAM

(1) coordinating state victim services activities, and collaborating and coordinating with Federal, State, and local entities engaged in violence against women activities.

TRIBAL DOMESTIC VIOLENCE AND SEXUAL ASSAULT COALITIONS PROGRAM

(1) increasing awareness of domestic violence and sexual assault against American Indian and Alaska Native women;

(2) enhancing the response to violence against American Indian and Alaska Native women at the tribal, Federal, and State levels; and

(3) identifying and providing technical assistance to coalition membership and tribal communities to enhance access to essential services to American Indian women victimized by domestic and sexual violence.

LEGAL ASSISTANCE FOR VICTIMS PROGRAM¹

(1) to implement, expand, and establish cooperative efforts and projects between domestic violence, dating violence, and sexual assault victim services organizations and legal assistance providers to provide legal assistance for victims of domestic violence, dating violence, stalking, and sexual assault;

(2) to implement, expand, and establish efforts and projects to provide legal assistance for victims of domestic violence, dating violence, stalking, and sexual assault by

¹ Note, the Legal Assistance for Victims Program has been expanded by the Violence Against Women and Violence Against Women Reauthorization Act of 2005 (VAWA 2005) to expressly include civil and criminal legal assistance.

organizations with a demonstrated history of providing direct legal or advocacy services on behalf of these victims; and

(3) to provide training, technical assistance, and data collection to improve the capacity of grantees and other entities to offer legal assistance to victims of domestic violence, dating violence, stalking, and sexual assault.

EDUCATION, TRAINING, AND ENHANCED SERVICES TO END VIOLENCE AGAINST AND ABUSE OF WOMEN WITH DISABILITIES PROGRAM

(1) to provide personnel, training, technical assistance, advocacy, intervention, risk reduction and prevention of domestic violence, dating violence, stalking, and sexual assault against disabled individuals;

(2) to conduct outreach activities to ensure that disabled individuals who are victims of domestic violence, dating violence, stalking, or sexual assault receive appropriate assistance;

(3) to conduct cross-training for victim service organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations serving individuals with disabilities about risk reduction, intervention, prevention and the nature of domestic violence, dating violence, stalking, and sexual assault for disabled individuals;

(4) to provide technical assistance to assist with modifications to existing policies, protocols, and procedures to ensure equal access to the services, programs, and activities of victim service organizations for disabled individuals;

(5) to provide training and technical assistance on the requirements of shelters and victim services organizations under Federal antidiscrimination laws, including--

(A) the Americans with Disabilities Act of 1990; and

(B) section 794 of Title 29;

(7) to provide advocacy and intervention services for disabled individuals who are victims of domestic violence, dating violence, stalking, or sexual assault; or

(8) to develop model programs providing advocacy and intervention services within organizations serving disabled individuals who are victims of domestic violence, dating violence, sexual assault, or stalking.

SAFETY FOR INDIAN WOMEN PROGRAM

- (1) to develop and enhance effective governmental strategies to curtail violent crimes against and increase the safety of Indian women consistent with tribal law and custom;
- (2) to increase tribal capacity to respond to domestic violence, dating violence, sexual assault, and stalking crimes against Indian women;
- (3) to strengthen tribal justice interventions including tribal law enforcement, prosecution, courts, probation, correctional facilities;
- (4) to enhance services to Indian women victimized by domestic violence, dating violence, sexual assault, and stalking;
- (5) to work in cooperation with the community to develop education and prevention strategies directed toward issues of domestic violence, dating violence, and stalking programs and to address the needs of children exposed to domestic violence;
- (6) to provide programs for supervised visitation and safe visitation exchange of children in situations involving domestic violence, sexual assault, or stalking committed by one parent against the other with appropriate security measures, policies, and procedures to protect the safety of victims and their children;
- (7) to provide transitional housing for victims of domestic violence, dating violence, sexual assault, or stalking, including rental or utilities payments assistance and assistance with related expenses such as security deposits and other costs incidental to relocation to transitional housing, and support services to enable a victim of domestic violence, dating violence, sexual assault, or stalking to locate and secure permanent housing and integrate into a community; and
- (8) to provide legal assistance necessary to provide effective aid to victims of domestic violence, dating violence, stalking, or sexual assault who are seeking relief in legal matters arising as a consequence of that abuse or violence, at minimal or no cost to the victims.

GRANTS TO ENCOURAGE ARREST POLICIES AND ENFORCEMENT OF PROTECTION ORDERS PROGRAM

- (1) to implement pro-arrest programs and policies in police departments, including policies for protection order violations;
- (2) to develop policies, educational programs, protection order registries, and training in police departments to improve tracking of cases involving domestic violence, dating violence, sexual assault, and stalking; policies, educational programs, protection order registries, and training described in this paragraph shall incorporate confidentiality, and

privacy protections for victims of domestic violence, dating violence, sexual assault, and stalking;

(3) to centralize and coordinate police enforcement, prosecution, or judicial responsibility for domestic violence, dating violence, sexual assault, and stalking cases in teams or units of police officers, prosecutors, parole and probation officers, or judges;

(4) to coordinate computer tracking systems to ensure communication between police, prosecutors, parole and probation officers, and both criminal and family courts;

(5) to strengthen legal advocacy service programs for victims of domestic violence, dating violence, sexual assault, and stalking, including strengthening assistance to such victims in immigration matters;

(6) to educate judges in criminal and civil courts (including juvenile courts) about domestic violence, dating violence, sexual assault, and stalking and to improve judicial handling of such cases;

(7) to provide technical assistance and computer and other equipment to police departments, prosecutors, courts, and tribal jurisdictions to facilitate the widespread enforcement of protection orders, including interstate enforcement, enforcement between States and tribal jurisdictions, and enforcement between tribal jurisdictions;

(8) to develop or strengthen policies and training for police, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence and sexual assault against older individuals (as defined in section 3002 of this title) and individuals with disabilities (as defined in section 12102(2) of this title);

(9) to develop State, tribal, territorial, or local policies, procedures, and protocols for preventing dual arrests and prosecutions in cases of domestic violence, dating violence, sexual assault, and stalking, and to develop effective methods for identifying the pattern and history of abuse that indicates which party is the actual perpetrator of abuse;

(10) to plan, develop and establish comprehensive victim service and support centers, such as family justice centers, designed to bring together victim advocates from non-profit, non-governmental victim services organizations, law enforcement officers, prosecutors, probation officers, governmental victim assistants, forensic medical professionals, civil legal attorneys, chaplains, legal advocates, representatives from community-based organizations and other relevant public or private agencies or organizations into one centralized location, in order to improve safety, access to services, and confidentiality for victims and families; although funds may be used to support the co-location of project partners under this paragraph, funds may not support construction or major renovation expenses or activities that fall outside of the scope of the other statutory purpose areas;

(11) to develop and implement policies and training for police, prosecutors, probation and parole officers, and the judiciary in recognizing, investigating, and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals;

(12) to develop, enhance, and maintain protection order registries; and

(13) to develop human immunodeficiency virus (HIV) testing programs for sexual assault perpetrators and notification and counseling protocols.

RURAL DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING, AND CHILD VICTIMIZATION ENFORCEMENT ASSISTANCE PROGRAM

(1) to identify, assess, and appropriately respond to child, youth, and adult victims of domestic violence, sexual assault, dating violence, and stalking in rural communities, by encouraging collaboration among—

(A) domestic violence, dating violence, sexual assault, and stalking victim service providers;

(B) law enforcement agencies;

(C) prosecutors;

(D) courts;

(E) other criminal justice service providers;

(F) human and community service providers;

(G) educational institutions; and

(H) health care providers;

(2) to establish and expand nonprofit, nongovernmental, State, tribal, territorial, and local government victim services in rural communities to child, youth, and adult victims;

(3) to increase the safety and well-being of women and children in rural communities, by—

(A) dealing directly and immediately with domestic violence, sexual assault, dating violence, and stalking occurring in rural communities; and

(B) creating and implementing strategies to increase awareness and prevent domestic violence, sexual assault, dating violence, and stalking;

GRANTS TO COMBAT DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING ON CAMPUS

(1) to provide personnel, training, technical assistance, data collection, and other equipment with respect to the increased apprehension, investigation, and adjudication of persons committing domestic violence, dating violence, sexual assault, and stalking on campus;

(2) to develop and implement campus policies, protocols, and services that more effectively identify and respond to the crimes of domestic violence, dating violence, sexual assault, and stalking, and to train campus administrators, campus security personnel, and personnel serving on campus disciplinary or judicial boards on such policies, protocols, and services;

(3) to implement and operate education programs for the prevention of domestic violence, dating violence, sexual assault, and stalking;

(4) to develop, enlarge, or strengthen victim services programs on the campuses of the institutions involved, including programs providing legal, medical, or psychological counseling, for victims of domestic violence, dating violence, sexual assault, and stalking, and to improve delivery of victim assistance on campus; to the extent practicable, such an institution shall collaborate with any entities carrying out nonprofit and other victim services programs, including domestic violence, dating violence, sexual assault, and stalking victim services programs in the community in which the institution is located; if appropriate victim services programs are not available in the community or are not accessible to students, the institution shall, to the extent practicable, provide a victim services program on campus or create a victim services program in collaboration with a community-based organization; the institution shall use not less than 20 percent of the funds made available through the grant for a victim services program provided in accordance with this paragraph;

(5) to create, disseminate, or otherwise provide assistance and information about victims' options on and off campus to bring disciplinary or other legal action, including assistance to victims in immigration matters;

(6) to develop, install, or expand data collection and communication systems, including computerized systems, linking campus security to the local law enforcement for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions with respect to the crimes of domestic violence, dating violence, sexual assault, and stalking on campus;

(7) to provide capital improvements (including improved lighting and communications facilities but not including the construction of buildings) on campuses to address the crimes of domestic violence, dating violence, sexual assault, and stalking; and

(8) to support improved coordination among campus administrators, campus security personnel, and local law enforcement to reduce domestic violence, dating violence, sexual assault, and stalking on campus.

SAFE HAVENS: SUPERVISED VISITATION AND SAFE EXCHANGE GRANT PROGRAM

(1) to provide supervised visitation and safe visitation exchange of children by and between parents in situations involving domestic violence, dating violence, child abuse, sexual assault, or stalking;

(2) to protect children from the trauma of witnessing domestic or dating violence or experiencing abduction, injury, or death during parent and child visitation exchanges;

(3) to protect parents or caretakers who are victims of domestic and dating violence from experiencing further violence, abuse, and threats during child visitation exchanges; and

(4) to protect children from the trauma of experiencing sexual assault or other forms of physical assault or abuse during parent and child visitation and visitation exchanges.

ENHANCED TRAINING AND SERVICES TO END VIOLENCE AGAINST AND ABUSE OF WOMEN LATER IN LIFE PROGRAM

(1) training programs to assist law enforcement, prosecutors, governmental agencies, victim assistants, and relevant officers of Federal, State, tribal, territorial, and local courts in recognizing, addressing, investigating, and prosecuting instances of elder abuse, neglect, and exploitation, including domestic violence, dating violence, sexual assault, or stalking against victims who are 50 years of age or older;

(2) providing or enhancing services for victims of elder abuse, neglect, and exploitation, including domestic violence, dating violence, sexual assault, or stalking, who are 50 years of age or older;

(3) creating or supporting multidisciplinary collaborative community responses to victims of elder abuse, neglect, and exploitation, including domestic violence, dating violence, sexual assault, and stalking, who are 50 years of age or older; and

(4) conducting cross-training for victim service organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations serving victims of elder abuse, neglect, and exploitation, including domestic violence, dating violence, sexual assault, and stalking, who are 50 years of age or older.

TRANSITIONAL HOUSING ASSISTANCE GRANTS FOR CHILD VICTIMS OF DOMESTIC VIOLENCE, STALKING, OR SEXUAL ASSAULT PROGRAM

(1) providing transitional housing, including funding for the operating expenses of newly developed or existing transitional housing;

(2) providing short-term housing assistance, including rental or utilities payments assistance and assistance with related expenses such as payment of security deposits and other costs incidental to relocation to transitional housing; and

(3) providing support services designed to enable a minor, an adult, or a dependent of such minor or adult, who is fleeing a situation of domestic violence, dating violence, sexual assault, or stalking to--

(A) locate and secure permanent housing; and

(B) integrate into a community by providing that minor, adult, or dependent with services, such as transportation, counseling, child care services, case management, employment counseling, and other assistance; participation in the support services shall be voluntary; receipt of the benefits of the housing assistance described in paragraph (2) shall not be conditioned upon the participation of the youth, adults, or their dependents in any or all of the support services offered them.

ENHANCING CULTURALLY AND LINGUISTICALLY SPECIFIC SERVICES FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND STALKING

(1) Enhancing culturally and linguistically specific services for victims of domestic violence, dating violence, sexual assault, and stalking.

APPENDIX B

Size of OVW Grant Programs

OVW Grant Program	Minimum Number of Active Grantees
STOP Violence Against Women Formula Grants Program	56*
Grants to State Sexual Assault and Domestic Violence Coalitions Program	89
Tribal Domestic Violence and Sexual Assault Coalitions Program	20
Legal Assistance for Victims Program	175
Education, Training and Enhanced Services to End Violence Against and Abuse of Women with Disabilities Program	30
Safety for Indian Women Program	100
Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program	215
Rural Domestic Violence, Dating Violence, Sexual Assault, Stalking, and Child Victimization Enforcement Assistance Program	125
Grants to Combat Domestic Violence, Dating Violence, Sexual Assault, and Stalking on Campus	70
Safe Havens: Supervised Visitation and Safe Exchange Grant Program	75
Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program	15
Transitional Housing Assistance Grants for Child Victims of Domestic Violence, Staling, or Sexual Assault Program	160

*Please note that there are approximately 2500 active STOP subgrantees supported through this formula program.

APPENDIX C

OVW Meeting Logistics Provider

Office on Violence Against Women Meeting Logistics Provider

The Office on Violence Against Women (OVW) is seeking an organization to serve as a meeting logistics provider to OVW and to OVW technical assistance providers. This organization will organize meetings, focus groups, conferences and training events by providing comprehensive meeting planning and logistical support. Applicants must demonstrate the ability to be highly attentive to administrative detail and deadlines, excel at making logistical arrangements and decisions, and exhibit a strong customer service focus with regard to the OVW Director, OVW staff, and OVW Technical Assistance Providers. Substantive knowledge and expertise regarding violence against women issues is not required and will not be considered when evaluating applicants' ability to perform the activities contemplated. Duties to be performed include but are not limited to the following:

- Identifying appropriate hotels and conference centers in those cities that are suitable for potential technical assistance events and willing to host such events for government per diem rates. This includes conducting site visits as needed.
- Identifying hotels and conference centers that are ADA compliant and able to provide needed accommodations, as identified. This includes conducting site visits as needed to make sure that facilities are accessible in practical terms and working with hotels and conference centers to ensure that equipment (i.e., shower benches, TTY, CCTV) will be available to those needing accommodations.
- Negotiating standard agreements with hotels and conference centers for package arrangements including lodging, meals, meeting rooms, and audio-visual supports.
- Providing on-site support during meetings and training events.
- Developing and maintaining automated databases to track meeting and hotel registrations.
- Reviewing hotel bills and negotiating with hotel and conference center personnel around billing discrepancies before forwarding the bill for payment.
- Handling travel and lodging arrangements for meeting participants, including identifying providers and coordinating local transfers for those needing an accommodation (i.e., a vehicle with a lift).
- Contracting with speakers, facilitators, and interpreters and assuring that all speakers, facilitators, and interpreters are eligible to be paid according to DOJ regulations concerning consultant fees.