



The U.S. Department of Justice, Office of Justice Programs, [Office for Victims of Crime](#), is pleased to announce that it is seeking applications for funding the Counseling & Faith-Based Services for Crime Victims in Indian Country Training and Technical Assistance Grant. This program furthers the Department's mission by enhancing the capability of victim service providers to better respond to the needs and rights of all crime victims.

OVC FY08 TRAINING AND TECHNICAL ASSISTANCE FOR COUNSELING & FAITH-BASED SERVICES FOR CRIME VICTIMS IN INDIAN COUNTRY

COMPETITIVE GRANT PROGRAM

Eligibility

Eligible applicants are nonprofit organizations, including faith-based and community organizations that can provide hands-on training and technical assistance that is culturally relevant to American Indian and Alaska Native grantees. This applicant must have demonstrated the ability to provide culturally relevant training and technical assistance.

(See "Who Is Eligible to Apply," page 3)

Deadline

All applications are due by 8:00 p.m. e.t. on April 14, 2008.

(See "Deadline for Applications," page 3)

Contact Information

For assistance with the requirements of this solicitation, contact Renee Williams at 202-616-3218 or Renee.Williams@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-2008-1823

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**OVC FY08 TRAINING AND TECHNICAL ASSISTANCE FOR
COUNSELING & FAITH-BASED SERVICES FOR CRIME VICTIMS IN
INDIAN COUNTRY
COMPETITIVE GRANT PROGRAM
(CFDA # 16.582)**

Overview

The purpose of this award is to support the award recipients of the FY2008 Counseling for Crime Victims in Indian Country by Faith-Based Organizations grant program pursuant to authority of 42 U.S.C. § 10603(c)(1)(A) and (B). An award of \$500,000 will be made to support this grant program. This objective will be achieved by providing culturally appropriate training and technical assistance (T&TA) to enhance the development and expansion of organizations' capabilities to provide counseling services to crime victims. It is anticipated that up to 15 grantees may require these training services. The T&TA provider will continue to ensure the adequacy of services to crime victims and will support the creation of collaborative relationships among faith-based organizations (FBOs) and local victim assistance programs in American Indian/Alaska Native (AI/AN) communities.

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 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) register yourself as an Authorized Organization Representative (AOR); and (3) be authorized as an AOR by your organization. For more information, go to www.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 April 14, 2008 by 8:00 p.m. e.t.

Eligibility

Nonprofit organizations and/or tribal organizations with demonstrated experience in the following areas:

- Providing onsite training to tribes/tribal organizations
- Developing curricula
- Implementing victim service programs

- Collaborating with diverse communities, including faith and AI/AN communities, as well as local, state, and federal governments

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.

If your organization is a faith-based organization that makes hiring decisions on the basis of religious belief, it may be entitled, under the Religious Freedom Restoration Act, 42 U.S.C. § 2000bb, to receive federal funds and yet maintain that hiring practice, even if the law creating the funding program contains a general ban on religious discrimination in employment. For the circumstances under which this may occur, and the certifications that may be required, please refer to the following link at www.usdoj.gov/fbci/effect-rfra.pdf.

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

American Indian tribes and Alaska Native tribes and/or tribal organizations:

All tribal applications must be accompanied by a current authorizing resolution of the governing body of the tribal entity or other enactment of the tribal council or comparable government body. If the grant will benefit more than one tribal entity, a current authorizing resolution or other enactment of the tribal council or comparable government body from each tribal entity must be included. If the grant application is being submitted on behalf of a tribal entity, a letter or similar document authorizing the inclusion of the tribal entity named in the application must be included.

Program-Specific Information

Purpose: The purpose of this competitive award is to support the award recipients of the FY2008 Counseling & Faith-Based Services for Crime Victims in Indian Country grant program pursuant to authority of 42 U.S.C. § 10603(c)(1)(A) and (B). This objective will be achieved by providing culturally appropriate training and technical assistance (T&TA) to enhance the development and expansion of organizations' capabilities to provide counseling services to

crime victims. The T&TA provider will ensure the adequacy of services to crime victims and will support the creation of collaborative relationships among faith-based organizations (FBOs) and local victim assistance programs in American Indian/Alaska Native (AI/AN) communities.

Background/Problem Statement: The high rate of crime in AI/AN communities and villages is reflected in numerous studies, demonstrating the need for victim assistance programs to help victims cope with and heal from crime. Many rural, remote AI/AN communities are impoverished, isolated, and lack victim assistance services.

Crime victims, like others in crisis, turn to spiritual leaders for support in times of need. When violence is experienced, religious/spiritual questions are often raised. Although members of the clergy, spiritual leaders, and traditional healers are often experienced with issues arising from a range of social justice problems, they are frequently not familiar with the particular dynamics of crime victimization. In contrast, victim assistance programs possess the knowledge and practical resources necessary to respond to the immediate needs of crime victims. Victims' programs and service providers, however, may not be so well-equipped to address the profound spiritual crisis that may be brought on by a criminal act.

This award will provide the T&TA needed to encourage and strengthen the collaboration between victim services programs, traditional healers, and other faith-based clergy and to provide comprehensive training and technical assistance to ensure the successful establishment and implementation of victim assistance programs in AI/AN communities.

Program Strategy: This solicitation is being funded to provide T&TA to award recipients of the FY2008 Counseling & Faith-Based Services for Crime Victims in Indian Country grant program. The T&TA will improve the delivery of faith-based counseling services to crime victims by establishing partnerships between faith-based organizations, spiritual leaders, traditional healers, and victim services programs in AI/AN communities. Counseling services should be made available to all victims, regardless of faith or religious beliefs. The Office for Victims of Crime (OVC) will support those projects that address the needs of unserved and underserved victims, particularly those victimized by crimes such as child abuse, sexual assault, homicide, elder abuse, driving while intoxicated, and gang violence.

OVC recognizes that requests for T&TA may exceed the availability of resources. Therefore, it is important that the grantee develop and prioritize a training plan that maximizes available resources. Project costs should cover the development and printing of materials needed to implement the training, and they should cover travel and per diem expenses for staff and consultants.

Specific tasks to be performed by the grantee:

1. Assess and identify the grantees' needs for training and technical assistance.
2. As required, assist grantees with developing a needs assessment tool.
3. Develop a training strategy, curriculum, and plan for delivery of the T&TA.
4. Provide onsite individualized training as well as telephonic technical assistance to enable grantees to improve the implementation of their programs.

5. Assist grantees in developing protocols, manuals, curricula, referral systems, and other victim-related materials that will aid in improving the services provided and strengthen the collaborative relationships developed.
6. Provide strategies for grantees to use a multidisciplinary approach to promote partnerships and victim services delivery.
7. Design, develop, and disseminate culturally appropriate resource materials.
8. Provide a written after-action report within 30 days of each training event.

An implementation plan, including a 1-year timeline (month by month) of goals, objectives, and specific activities, should be outlined.

The award period for these grants will be 12 months. These awards are highly competitive. Applicants are encouraged to develop comprehensive applications that address all the program strategies identified.

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

Limitation on use of award funds for employee compensation; waiver: No portion of any award of more than \$250,000 made under this solicitation may be used to pay any portion of the total cash compensation (salary plus bonuses) of any employee of the award recipient whose total cash compensation exceeds 110% of the maximum annual salary payable to a member of the Federal Government’s Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at <http://www.opm.gov>.)

This prohibition may be waived at the discretion of the Assistant Attorney General for the Office of Justice Programs. An applicant that wishes to request a waiver should include a detailed justification in the budget narrative for the application.

Match Requirement (cash or in-kind)

No cash or in-kind match is required.

Performance Measurement

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:

Objectives	Performance Measures	Data Grantee Provides
Improve collaboration between faith community and	Percent increase in the number of culturally	Number of culturally appropriate T&TA services

<p>victim service agencies to provide counseling services to crime victims.</p> <p>Increase training of professional to enable grantees to improve victim service.</p> <p>Develop/utilize a training strategy, curriculum, and plan to deliver/conduct the training and technical assistance.</p> <p>Provide onsite individualized training, regional training sessions, cluster meetings, and/or telephonic technical assistance.</p> <p>Assist grantees in developing protocols, manuals, curricula, and other victim-related materials that will help improve the investigation, prosecution, and treatment of child abuse and child sexual abuse cases.</p> <p>Design, develop, and disseminate Indian-specific resource materials.</p>	<p>appropriate T&TA services that use collaborative models to build partnerships in the AI/AN community.</p> <p>Number of professionals trained.</p> <p>Number of educational materials developed.</p>	<p>that use collaborative models to build partnerships in the AI/AN community.</p> <p>Number of professionals trained.</p> <p>Number of educational materials developed.</p>
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Evaluation: The grantee is required to assess its performance in meeting 12-month goals and objectives identified in the application. An evaluation should address the following basic questions:

1. How effective was the development of needs assessments in assisting the grantees?
2. How effective was the onsite individualized training when compared to cluster group training in the development of FBOs providing victims services?
3. Were the grantees successful in developing protocols, manuals, curricula, referral systems, and other victim-related materials that will aid in improving the services provided and strengthen the collaborative relationships developed?
4. Were the grantees able to establish multidisciplinary teams/approaches to promote partnerships and victim services delivery?

5. Were the materials that were designed, developed, and disseminated culturally appropriate resource materials?
6. Were applicants able to build effective collaborations with the faith-based community? What training and techniques were applied to assist this formulation?
7. Have faith-based organizations become more involved in providing services to victims?
8. What obstacles existed to their doing so and how were these overcome?
9. Have more collaborations been created between local victim assistance programs and faith-based organizations, spiritual leaders, and traditional healers in American Indian/Alaska Native communities?
10. What obstacles existed to their creation and how were these overcome?

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. If you experience difficulties at any point during this process, please call the Grants.gov Customer Support Hotline at **1-800-518-4726**.

Note: Grants.gov does not support the Microsoft Vista Operating system. The PureEdge software used by Grants.gov for forms is not compatible with Vista. Also, Grants.gov cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".DOCX." Please ensure the document is saved using "Word 97-2003 Document (*.doc)" format.

Please also note: OJP's Grants Management System (GMS) does not accept executable file types as application attachments. OJP's Grants Management System (GMS) downloads applications from Grants.gov and is the system in which OJP reviews applications and manages awarded grants. These disallowed file types include, but are not limited to, the following extensions: ".com", ".bat", ".exe", ".vbs", ".cfg", ".dat", ".db", ".dbf", ".dll", ".ini", ".log", ".ora", ".sys", and ".zip".

CFDA Number: The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.582, titled "Counseling & Faith-Based Services for Crime Victims in Indian Country Training and Technical Assistance Grant" and the funding opportunity number is **OVC-2008-1823**.

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

SF 424: Application for Federal Assistance

Project Narrative: Each applicant must submit a project narrative of no more than 20, single-spaced pages that address the following areas:

- a. Project Abstract
- b. Problem Statement
- c. Project Goals and Objectives
- d. Project Design/Implementation Plan
- e. Organizational Capability and Project Management
- f. Plan for Measuring Progress and Outcome

Project Abstract: The application should include a brief, one-page summary that describes the project's purpose, goals, objective, and activities that will be implemented to achieve the desired outcomes.

Problem Statement: The problem statement must describe the needs to be addressed by the project and the problems experienced by tribal staff in accessing effective training on victim issues. The application should include a description of other factors that contribute to the problem such as jurisdictional issues involved at the federal, tribal, state, and local levels.

Project Goals and Objectives: The grantee must identify the specific goals and objectives of the project. The objectives should be measurable and relate directly to the issues described in the problem statement. The goal should state the overall purpose of what is to be accomplished. The objectives should describe the steps necessary to reach the goals or describe how the goals will be accomplished.

Project Design/Implementation Plan: The project design and implementation plan must describe the project strategy and discuss how the strategy will address the identified problems and support the goals and objectives. In addition, the implementation plan must include a detailed explanation for the specific activities conducted to support the experience gained, as well as a description of how the project will implement all project components and a description of the interim deliverables and products. Also include a listing of major events, activities, products, and a timetable for completion of the objectives. A time-task plan establishes timeframes for accomplishing activities and sets out staff responsibilities for the activities.

Organizational Capability and Project Management: The grantee must provide a discussion of the organization's capability for developing and packaging a comprehensive training and technical assistance program. Information should be included on the organization's mission, current projects that will support the program, and past projects that are related to the current efforts. The project management section should discuss the project's staffing needs, administration, financial management, and line of authority. Staff capabilities, along with roles and responsibilities, should also be summarized in this section. Job descriptions and copies of résumés for the proposed key personnel should be included.

Plan for Measuring Progress and Outcome: The grantee must include a plan for assessing the project's effectiveness and evaluating the impact of the project in improving the skills of service providers and criminal justice personnel who work with crime victims in Indian Country. The grantee should describe the criteria and units of measurement that will be used. The evaluation should include the number of individuals trained, a list of training participants, any new capacity of improved response to victims resulting from the training, the number and type of agencies that requested to attend the training, the number and type of products disseminated, user-satisfaction data, the target audience, and the benefit to the field.

Budget Narrative Attachment Form

The applicant is required to complete the budget narrative form and the budget detail worksheet (see description below). The budget narrative justifies or explains each budget item and relates it to project activities. The budget narrative provides a justification for all proposed costs and should closely follow the content of the budget detail worksheet. For example, the narrative should explain how fringe benefits were calculated, how travel costs were estimated, why particular equipment or supplies must be purchased, and how overhead or indirect costs were calculated. The budget narrative should justify the specific items listed in the budget detail worksheet in all cost categories and demonstrate that all costs are reasonable.

Budget Detail Worksheet

The completion of this form in support of the budget narrative form described above is required. The budget detail worksheet must list the cost of each budget item and show how the costs were calculated. For example, costs for personnel should show the annual salary rate and the percentage of time devoted to the project for each employee to be paid through grant funds. The budget detail worksheet should present a complete and detailed itemization of all proposed costs. A sample budget detail worksheet form, which can be used as a guide to assist you in preparation of the budget detail worksheet and narrative, can be downloaded by visiting <http://www.ojp.usdoj.gov/ovc/fund/forms.htm> and clicking on Standard Forms.

Applications containing contracts must include detailed budgets for each organization's expenses. Funds cannot be used for construction costs.

1. Indirect costs are allowed provided the applicant has a federal approval indirect cost rate agreement.
2. Match: No cash or in-kind match is required for this grant program.

All current OJP grantees are required to comply with the regulations and requirements outlined in the OJP Financial Guide. The Financial Guide includes information on allowable costs, methods of payment, accounting systems, audit and other reporting requirements, and financial records. This guide can be accessed through the OJP Web site at <http://www.ojp.usdoj.gov/finguide06/index.htm>.

Indirect Cost Rate Agreement (if applicable): Applicants that do not have a federally negotiated indirect cost rate and wish to establish one can submit a proposal to their “cognizant” federal agency. Generally, the cognizant federal agency is the agency that provides the preponderance of direct federal funding. This can be determined by reviewing an organization’s schedule of federal financial assistance. If DOJ is your cognizant federal agency, obtain information needed to submit an indirect cost rate proposal at <http://www.ojp.usdoj.gov/financialguide/part3/part3chap17.htm>.

Selection Criteria

The selection criteria will be based on how comprehensive the responses are when addressing the program strategies and application requirements.

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

- 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 the OJP Financial Guide

- Suspension or Termination of Funding
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property; and
- Federal Funding Accountability and Transparency Act (FFATA) of 2006

We strongly encourage 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/other_requirements.htm.