

FY 2025 Justice Grants Consolidated Request for Applications

Pre-Bidder Conference May 13, 2024

- Automated Closed Captions
- Mute
- Chat and Q&A Features
- Question Follow-Up
- Technical Assistance/Help
 - Send private chat
 - Email <u>Suzie.Dhere@dc.gov</u>



WebEx Orientation



Presenters

Jennifer Porter Director, Office of Victim Services and Justice Grants

Tawana Stewart Deputy Director, Justice Grants

Anissa Walker Grants Management Specialist

Linda Irizarry Grants Management Specialist

Suzie Dhere Training Specialist





Agency Overview



Office of Victim Services and Justice Grants



Mission

The mission of the Office of Victim Services and Justice Grants (OVSJG) is to develop, fund, and coordinate programs that improve public safety; enhance the administration of justice; and create systems of care for crime victims, youth, and their families in the District.



Safer Stronger DC

Make DC the safest big city in America

End homelessness

Reduce domestic and sexual violence, and improve outcomes for survivors Office of Victim Services and Justice Grants

Promoting partnerships

Building capacity Enhancing trauma informed responses





Grant awards will be consistent with the Mayor's priorities and federal funding purposes and requirements.

OVSJG prioritizes funding that falls within a continuum of services, i.e. each grant applicant has a responsibility to work with other funded programs to best serve the needs of the client.

Funded programs will have objective, concrete, measurable outcomes; include formal procedures for evaluating progress towards those outcomes; and exhibit a commitment to continuously improve the program.

Funding Principles



OVSJG will concentrate funding on agencies and organizations that are responsible administrators of awarded funds and comply fully with:

- OVSJG programmatic and financial requirements
- Local and federal laws and requirements

OVSJG will seek to ensure that every funded initiative achieves outcomes that improve the District's justice system and/or strengthens the continuum of care for justiceinvolved and at-risk individuals by creating increased opportunities to lead successful lives.

Funding Principles





Request For Applications



Changes to the FY 2025 Consolidated JG RFA

- ARPA Reentry Flex Funding Expiration
- Project Work Plan vs. Theory of Change/Work Plan
- Mandatory General Requirements Financial Audit



OF THE DISTRICT OF COLUMBIA EXECUTIVE OFFICE OF THE MAYOR OFFICE OF VICTIM SERVICES AND JUSTICE GRANTS

Office of Victim Services and Justice Grants

FY2025 Justice Grants Consolidated **Request for Applications (RFA)**

IMPORTANT NOTICE

Application Release: May 6, 2024 Application Deadline: 11:59pm ET, May 31, 2024

Applications must be submitted via OVSJG's electronic Grants Management System (eGMS)ZoomGrants[™] *Hard copies of the application will not be accepted

To access ZoomGrants[™] click on https://www.zoomgrants.com/gprop.asp?donorid=2121&rfpid=5281

A pre-bidder webinar will be held on May 13, 2024. Webinar registration and access details will be posted on the OVSJG website at https://ovsjg.dc.gov/page/fundingopportunities-current.

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Electronic Application

Apply using ZoomGrants [™]

- First time user register at <u>www.zoomgrants.com</u>
- Technical Assistance: <u>Questions@zoomgrants.com</u>/(866)323-5404 10am -7pm MT

Email questions to <u>ovsjg.RFAquestions@dc.gov</u> subject reference "FY25 Justice Grants Consolidated RFA Application Inquiry" by **5pm, May 24, 2024**

 Questions that cannot be answered by referring to the RFA will be answered as they are received and posted at <u>https://ovsjg.dc.gov/page/funding-opportunities-current</u>

Application Deadline in ZoomGrants: May 31, 2024 11:59 pm ET

OVSJG anticipates notifying applicants by no later than August 30, 2024





Grants Management System



FY25 JUSTICE GRANTS PURPOSE AREAS

- Delinquency Prevention
- Restorative Justice
- Youth Rehabilitation Amendment Act (YRA) Support
- Juvenile Reentry
- Special Education Legal Services for Youth Charged as Adults



Delinquency Prevention

- Prevent juvenile justice system entrance and penetration (arrest, detention, court-involvement).
- Expand diversion or alternative options for juveniles at risk of entering the juvenile justice system.
- Increase access to and improve engagement in prevention supports for system-involved and at-risk youth.

Restorative Justice

- Provide more humane and developmentally appropriate responses to at-risk or justice-involved youth.
- Implement strategies that address conflict and repair harm in communitybased settings.
- Support or promote increased cross-system collaboration among juvenile justice and education systems.
- Reduce exclusionary discipline practices.



Youth Rehabilitation Amendment Act (YRA)

- Educating youth on the sentencing and set aside provisions of the YRA.
- Provide educational materials and resources to youth eligible for YRA sentencing on the YRA.
- Providing resources and supports that support youth in understanding the incentives of the YRA and how their behavior and rehabilitation progress during time-served can support them in accessing the set-aside provisions of the law.
- Partnering with victim services organizations and advocates to develop and share educational materials and resources to victims of crime on the YRA, the sentencing process and the victim's role in it.



Juvenile Reentry

- Assist and support justice-involved youth in successful reentry to their home communities after placement at an out-of-home treatment facility or completion of a period of detention or confinement.
- Reduce the collateral consequences of court involvement.
- Reduce recidivism/promote public safety.

Special Education Legal Services for Youth Charged as Adults

- Provide representation, legal services, and advocacy to older youth with special education needs who are involved in the District's juvenile and criminal legal systems.
- Provide stakeholders (e.g., the Superior Court, panel attorneys, eligible emerging adult clients, etc.) with training and education.



- Applicants must be able to demonstrate how their work addresses juvenile delinquency prevention. This includes:
 - Demonstration of how youth are identified as at risk or system involved;
 - How the proposed project or activities will thwart formal entry or further penetration into the juvenile justice system; and
 - Identify how the work improve or enhances systems of care for justice-involved youth
- Proposals for direct services should demonstrate a thorough understanding of adolescent development.





FY25 JUSTICE GRANTS PURPOSE AREAS

Criminal Justice

- Reentry services for incarcerated and returning citizens
- Project Safe Neighborhoods (PSN) activities, including implementing effective programs and strategies that enable PSN task forces to prevent, respond to, and reduce violent crime; identifying high crime areas; and fostering effective collaboration with affected communities.
- Incarceration Reduction Amendment Act (IRAA)/Second Look Amendment Act implementation and support (available only to current IRAA grantees)



Reentry

Eligible activities include, but are not limited to:

- A plan to support individuals pre- and/or post-release from correctional institutions.
- Provision of services to address mental health, trauma, substance abuse and/or co-occurring disorder (COD) needs of individuals involved in the criminal justice system.
- A comprehensive case management process for providing communitybased support services.
- Ability to target criminogenic needs that affect future anti-social or reoffending behaviors.





Reentry (cont.)

Eligible activities include, but are not limited to:

- Provision of adequate staff training to successfully implement services for individuals involved in criminal justice system.
- Provision of supportive strategies designed to reduce barriers to employment.
- Capturing key indicators of individual progress.
- Addressing access to health benefits for individuals involved in the criminal justice system.





Project Safe Neighborhoods (PSN)

Project proposals for PSN must demonstrate the four key design elements of successful violent crime reduction as outlined in the Project Safe Neighborhoods Blueprint for Success:

- 1. Community Engagement
- 2. Prevention and Intervention
- 3. Focused and Strategic Enforcement
- 4. Accountability

Proposals for PSN are being solicited from community-based organizations to provide violent crime interventions built upon the Department of Justice's newly articulated core principles: fostering trust and legitimacy in our communities; supporting community-based organizations that help prevent violence from occurring in the first place; setting focused and strategic enforcement priorities; and measuring the results of our efforts.

Criminal Justice



Incarceration Reduction Amendment Act (IRAA)/Second Chance Amendment Act Implementation and Support

- A grant for a social work school and returning citizen "peer navigator" partnership to provide reentry support to returning citizens sentenced as teenagers and young adults and released after decades of incarceration.
- A grant for a criminal, young adult, or juvenile justice policy-focused non-profit organization to support implementation, coordination, and analysis of the Incarceration Reduction Amendment Act of 2016 ("IRAA").
- A grant for a law school clinic to represent and provide legal coordination for individuals seeking to petition for sentence review pursuant to IRAA.





Incarceration Reduction Amendment Act (IRAA)/Second Chance Amendment Act Implementation and Support

- A grant to provide advocacy and legal support for individuals serving extreme sentences and seeking sentence review.
- A grant to support District youth incarcerated as adults through creative writing and peer support for reentry services for sentence review petitioners and recipients.

Criminal Justice



- Ensure that the project/program you are submitting for falls under one of the identified program areas
 - If your program or the service you provide is not eligible for OVSJG funding, explore other funding opportunities which can be found at the District's <u>Grant Clearinghouse</u> and sign up for the District's <u>Funding Alert</u>.
- Ensure that your funding request costs are reasonable, allowable and allocable.

Funding Requests









Application Sections



Applicant Profile

Must be signed by the organization authorized official

		APPLICANT PROFILE
Fiscal Year of Funding:	2025	
Organization Name:	- transmi	
Address:		
ZIP + 4:	INCOMP.	
Unique Entity Identifier #	(EUI)(For	merly DUNS#):
Project Title:		exall.
Project Period Dates (Beg	in/End Da	stes):
Requested Amount: \$		
AUTHORIZED OFFICIAL:		
Name:		
Title:		
Telephone:		
Email:		
PROJECT DIRECTOR:		FINANCIAL OFFICER:
Name:		Name:
Title:		Title:
Phone:		Phone
Email:		Email
for the purpose stated herein funds or other resources that a	lunds awan ould other	above-mentioned program to the District of Columbia in the amount of and ded pursuant to this application will not be used to supplant or replace wise have been made available for the same services. I certify that this e conditions set forth by the Office of Victim Services and Justice Grants.
Printed Name of Authorized	Official	

APPENDIX B: Applicant Profile



Project Abstract (Max 150 characters)

Project Description (Max 30,000 characters)

Evidence Informed or Evidence Based (Max 5,000 characters)

Trauma Informed (Max 5,000 characters)

Community Informed (Max 5,000 characters)

Organizational Experience and Qualifications (Max 5,000 characters)

Data and Evaluation (Max 5,000 characters)

Project Work Plan (attachment)

Budget



Each applicant must include a brief description of the project including key activities; target population, and proposed number to be served.

Examples:

- Provide transitional housing and case management support to 50 returning citizens in Wards 7 & 8.
- Conduct 20 trainings to the Metropolitan Police Department on working with youth victims of human trafficking.
- Engage 100 students in restorative justice mediations as an alternative to suspension or arrest of youth in five schools.

Project Abstract



Project Description - 30,000 character limit

This section of the application should contain a description of activities that justify and describe the program to be implemented. The project narrative should include the following:

- A. A description of the need for the project, including supporting data. Local data is preferable.
- B. Target population and geographic area to be served.
- C. A description of the specific proposed activities, including details on how these activities will meet the needs of the target population.
- D. Provide a detailed description of the service area(s) to be addressed and how services will be provided in the project.
- E. Goals, objectives, and timeline of startup and implementation activities with associated project deliverables.
- F. A clear explanation of how activities will support achievement of intended outputs/outcomes.
 - a. Include a clear description of the process of measuring the outcomes indicated.
- **G**. How the program/project is consistent with and will further the applicant organization's mission.
- H. A description of the intended community impact with details on how the proposal will impact the outlined policy and priority areas outlined in this RFA.
- Applications for ARPA Flex Funding must describe the needs assessment tool used and the process utilized to determine client needs. Include a description of how requested funds are utilized to meet assessed client needs



Trauma Informed

Describe how the proposed services are traumainformed. Describe how the project will ensure and monitor that project staff are using trauma-informed strategies in service delivery.

Community Informed

Describe how your organization meaningfully involves internal and external community stakeholders in your program design and proposal development.



Qualifications, Experience, Expertise

- Evidence that applicant can address the needs of target population
- Organization's capacity to achieve identified outcomes
- Past and present experience operating a similar project

Support and Partnerships

- MOUs/letters of support
- Evidence of collaboration with partners
- Connection to other service providers in continuum



Evaluation and Data Collection Plan

- Detailed plan of how applicant will collect and report data measures
- Describes how data will inform and enhance service delivery



APPENDIX C: Project Work Plan

Instructions: Applicants *must* use this template to complete your work plan as instructed in the RFA. Add additional rows or pages as needed. Include at least one short-, mid- or long-term outcome for each objective. Applicants may delete or leave blank unneeded outcome rows. Do not add or make changes to section headings.

> [Insert Agency Name] Project Workplan

Project Goal:				
Objective:				
Activities:	1" Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Outcomes:				

Project Goal:				
Objective:				
Activities:	 1st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Outcomes:				

Project Work Plan



Goals and Objectives

- Standard data measures and performance outcomes
- Measurable and specific
- Clearly outlines project activities
- Outcomes clearly stated and process of measuring outcomes

Example of Goals, Objectives and Activities Format

Goal 1: Decrease 30-day alcohol use by youth aged 12 to 20 in the target community.

- **Objective 1:** By June 30, 2023, 75% of youth ages 12 to 20 will report perceiving underage alcohol use to be harmful.
 - Activity 1: Convene a youth work group to design marketing campaign



All applicants must use the Budget Template to prepare their budget

- Budgets must be submitted as attachments Excel and Word Templates in ZoomGrants
- Budgets must include calculations and justifications

Budget amounts must also be submitted in ZoomGrants Budget tab





Building a Budget webinar available at www.ovsjg.dc.gov>Grants and Funding>Training and Technical Assistance

https://ovsjg.dc.gov/page/ training-and-technicalassistance

A. PERSONNEL: List each position by title and name of employee. Show the annual salary rate, percentage of time to be devoted to the project, and related cost to the grant. An explanation of the requested position(s) and their relationship to the proposed project activity must be included in the budget narrative. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Verification of salary may be requested. Include any projected salary increases for the award period.

EXAMPLE:

Name/Position	Computation	Cost
Project Manager, Maria Smith	\$60,000 x 50%	\$30,000

B. FRINGE BENEFITS:

Fringe benefits should be based on actual known costs. Fringe benefits are for the personnel listed in the personnel budget category (A) and only for the percentage of time devoted to the project. List name and actual cost of fringe expense for each employee.

EXAMPLE:		
<u>Name/Position</u> Project Manager, Maria Smith	<u>Computation</u> \$30,000 x 22.4%	<u>Cost</u> \$6,720
Staff Assistant, TBD	\$11,250 x 22.4%	\$2,520
Outreach Worker, Aaron Jones	\$13,000 x 9.15%	\$1,190

Fringe benefits include FICA, health insurance, worker's compensation, unemployment compensation, and retirement and are based on actual anticipated expenses for each employee.

C. TRAVEL/TRAINING: Provide the purpose of the travel under the grant. Requests for travel will only be considered if the proposed use directly supports the goals and objectives of the proposal and budget narrative must describe how the planned travel in necessary for the success of the project.

EXAMPLE:

<u>Item</u> Transporting clients to/from court	<u>Computation</u> 50 trips x 6.4 miles x \$0.535	<u>Cost</u> \$ 171
Attendance at VAN meetings	6 meetings x \$4.30 Metro RT	\$ 26
Staff training Conference on Crimes Against Women Dallas, TX	Airfare: \$500 x 2 staff Lodging: \$150 x 3 nights x 2 staff Per <u>djem;</u> \$56 x 4 days x 2 staff Ground: \$50 x 2 staff	\$1,000 \$ 900 \$ 448 \$ 100

Budget Building Resource



List each name, if hours, List each position. States Rate FILe File Total Costs Total Costs CAMPLE Aaron lower Outreent Voider 8 200000 yests 0.00 50.01 90.00 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.01 90.00 90.00 90.00 90.00 90.00 <th colspan="8">with that paid for similar work within the applicant organization. Verification of salary may be requested. Include any projected salary increases for the award period. Name Position Computation Computation</th> <th>Enter the rate classification for this employee's sala values are "hourly, daily, weekly, or yearly." This col- weed by the calculation and is only for annotative pur</th>	with that paid for similar work within the applicant organization. Verification of salary may be requested. Include any projected salary increases for the award period. Name Position Computation Computation								Enter the rate classification for this employee's sala values are "hourly, daily, weekly, or yearly." This col- weed by the calculation and is only for annotative pur		
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0 0 \$ - \$ - Tortal FRINGE BENEFITS 10.423.50 Narrative Enter a text description explaining how the numbers provided in this section were generated, as well as any explanation of the proposed benefits. Tortal FRINGE BENEFITS 10.423.50 paid to this employee as fringe benefits. Narrative CTRAVEL/TRAINING Provide the purpose of the travel and training for staff under the grant. Requests for travel will only be considered if the proposed use directly supports the goals and objectives of the proposal for a single, round-trip ait reimbursement cost of a mile of o indicate the purpose of Fravel Location Type of Expense Basis Computation Transporting clients toffrom court DC Superior Courts, Vashington, DC Gas (Mileage) Trip \$ 0.885 6.4 50 \$ 18720 Staff Training - National Trauma Dallas, TX Ariffare Trip \$ 50.00 2 \$ 50.00 2 \$ 50.00											







Project Abstract (2.5%)

Project Narrative (50%)

- Project Description
- Evidence Based or Evidence Informed
- Trauma Informed
- Community Informed
- Organization, Experience, and Qualifications
- Data and Evaluation Plan
- Corrective Action Plan (if applicable)

Project Work Plan (15%)

Budget (30%)

Letters of Support and Memoranda of Understanding (2.5%)

Proposal Scoring



Mandatory General Requirements

- Applicant Profile
- Abstract
- Project Narrative
 - Project Description
 - Evidence Based/Informed
 - o Trauma Informed
 - \circ Community Informed
 - Organization, Experience, and Qualifications
 - \circ Data and Evaluation Plan
- Project Work Plan
- Budget
- □ Letters of Support/MOUs
- Audited Financial Statements
- Disclosure of Legal Proceedings

Additional Requirements

- □ IRS 501(c)(3)
- Business license
- Clean Hands Certificate
- Statement of Certification
- Certification regarding lobbying, debarment, suspension and drug-free workplace
- Standard Assurances
- Board of Directors roster
- □ Key resumes and job descriptions
- Applicable staff license or certification required to perform services

Applicant Checklist



- Make sure Applicant Profile is complete and signed by the Authorized Official
- Respond to all questions in the RFA
- Use provided templates (e.g., Budget, Project Workplan)
- Adhere to character limits in each section do not submit attachments of content in excess of character limits
- Round budget figures to nearest dollar
- Proofread your application before submitting
- Use the *Application Submission Checklist* to guide the completion of your grant application packet
- Ask questions early and submit them to <u>ovsjg.RFAquestions@dc.gov</u>
- Begin submission in ZoomGrants at least 72 hours prior to the deadline
- Ask ZoomGrants Tech Support for help 866-323-5404 or <u>https://www.zoomgrants.com/about-us/request-technical-help/</u>

TIPS for Proposal Preparation



OVSJG Justice Grants Division

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- OVSJG Grants Management Policies and <u>Procedures</u>
- OVSJG Grants Management Resources Page
- Federal Uniform Grant Guidance (applicable to federal awards) – <u>2 CFR 200</u>
- OVSJG Training and Technical Assistance
 <u>Resources</u>









Linda Irizarry Grants Management Specialist



Erica Nelson Grants Management Specialist



Anissa Walker Grants Management Specialist

Justice Grants Team







Email questions to <u>ovsjg.RFAquestions@dc.gov</u> subject reference "FY2025 Justice Grants Consolidated RFA Application Inquiry" by **5pm, May 24, 2024**

 Questions that cannot be answered by referring to the RFA will be answered as they are received as posted at <u>https://ovsjg.dc.gov/page/funding-opportunities-current</u>

Application Deadline in ZoomGrants: May 31, 2024, at 11:59 pm ET

Reminders



