



**Office of Victim Services  
and Justice Grants**

**Pre-Bidders Webinar  
FY 2022 Victim Services and Supports Request for  
Applications (RFA)**

**October 14, 2021**

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- This presentation will be recorded
- Automated closed captioning is available
  - Full transcript available upon request
- Chat Features
- Question Follow-Up
- Technical Assistance/Help
  - Send private chat
  - Email [Suzie.Dhere@dc.gov](mailto:Suzie.Dhere@dc.gov)



# WebEx Orientation

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**Michelle Garcia, Director**

**Cheryl Bozarth, Deputy Director, Victim Services**

# **Presenters**

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# Agency Overview

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Office of Victim Services  
and Justice Grants



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.

# Mission

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# Safer Stronger DC

Reduce domestic and sexual violence, and improve outcomes for survivors

Make DC the safest big city in America

End homelessness



Promoting partnerships

Building capacity

Enhancing Trauma Informed Responses

## Goals

# PURPOSE AREAS

## Locally Appropriated Funds (LOCAL)

- **Purpose Area 1:** Flexible funding for victims/survivors of domestic violence, sexual assault, stalking, and human trafficking - multiple awards up to \$3,000,000
- **Purpose Area 2:** Trauma Response and Community Engagement Program site (TRCEP) - one award up to \$470,000
- **Purpose Area 3:** Hospital-based violence intervention program medical-legal partnership - one award up to \$450,000

## Federal Funds - American Rescue Plan Act (ARPA)

- **Purpose Area 4:** Housing and temporary expansion of services for victims of domestic violence - multiple awards up to \$12,000,000
- **Purpose Area 5:** Targeted services and dedicated emergency shelter housing for LGBTQ+ residents – up to \$350,000

# **Local Funded Purpose Areas**



# **Flexible funding for victims of domestic violence, sexual assault, stalking and human trafficking**

## **- multiple awards up to \$3,000,000**

- Projects funded in this purpose area meet the *individual* needs of victims of domestic violence, sexual assault, stalking, and human trafficking
- Eligible uses are restricted to goods and services that are directly related to assessed individual needs
- Costs not related to flexible funding for the target population are not allowable under this purpose area
- Flex funding for eviction prevention should only be provided in cases where other District eviction prevention resources, e.g., STAY DC, have been exhausted or are unavailable

## **Purpose Area 1**

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# Trauma Response and Community Engagement Program (TRCEP)

## - one award up to \$470,000

- Develop and implement one TRCEP site that will provide a community defined array of trauma-informed services utilizing a place-based community engagement approach in either **Historic Anacostia** or **Buena Vista Terrace SE**
- The TRCEP site will:
  - Provide trauma-specific mental health services, social service navigation, trauma-informed culturally competent mentorship, and supportive peer-led workshops. Educate and train practitioners and community members in responding effectively to trauma and traumatic events.
  - Identify, train, and support community leaders to respond to traumatic events in the community and connect residents to services.
  - Engage with interagency and community-based stakeholders including Building Blocks DC, the Office of Neighborhood Safety and Engagement (ONSE), the Department of Behavioral Health (DBH), the Child and Family Services Agency (CFSA) Family Success Centers, and OVSJG, to leverage and support existing city-wide community engagement and trauma/violence reduction initiatives.

## Purpose Area 2

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## Required Program Activities

- Respond to the psychological and physical needs of those who have experienced traumatic incidents, particularly incidences related to violence
- Assist primary and secondary victims and members of the community to stabilize their lives after victimization or community incidents of violence
- Provide training to community members, grass-roots organizations, and allied service providers on the impacts of trauma and trauma-informed responses
- Provide education and outreach to the larger community regarding trauma and victimization, how to reach the continuum of services available in the District
- Support the comprehensive network of services available in the District

### Program activities should include:

- Providing professional, trauma-informed mental health services
- Community defined alternative trauma healing activities
- Providing training, education, and outreach to multidisciplinary professionals and community members regarding trauma and trauma services

# Purpose Area 2

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# **Hospital based violence intervention program partnership with legal services provider**

**- one award up to \$450,000**

- Implement a partnership to provide access to free legal services for participants in a hospital-based violence intervention program (HVIP)
- HVIP is defined as a hospital-based violence intervention program that is currently a member of Project CHANGE
  - Medstar Washington Hospital Center (MWHC)
  - Howard University Hospital (HUH)
  - George Washington University Hospital (GWUH)
  - United Medical Center (UMC)
  - UMD Prince George's Hospital Center (UMDPGHC)

## **Purpose Area 3**

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# **AMERICAN RESCUE PLAN ACT (ARPA) FUNDED PURPOSE AREAS**

The overall purpose of ARPA recovery funds is to address the negative public health and economic impacts created or exacerbated by the COVID-19 pandemic.

# **Housing and temporary expansion of services for victims of domestic violence**

**- multiple awards up to \$12,000,000**

- Allowable expenses include
  - acquisition of new properties (i.e., purchase)
  - expanding existing properties
  - renovation/rehabilitation or repair of property
  - rental assistance, including security deposit, first/last month's rent, eviction prevention, etc.
  - providing hotel stays
  - temporary staffing to meet increased demand for services
    - Temporary expansion of services means additional or new services, necessary because of COVID 19, that will begin and end during the award period
  - Related costs such as utilities, furniture, and appliances are also allowable
- Costs not related to housing or temporary expansion of direct services are not allowable under this purpose area

## **Purpose Area 4**

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## Applicants must be able to demonstrate the following for any proposed use of funds:

- The proposed use of funding is directly responsive to a need created or exacerbated by the COVID-19 pandemic
- The proposed use of funding is addressing a negative public health or economic impact. This can be demonstrated in several ways:
  - Housing or services will be provided in a [Qualified Census Tract](#)
  - Housing or services will be provided to individuals or households living in a [Qualified Census Tract](#)
  - Housing or services will be provided to low-income individuals or households
  - Housing or services will be provided to a population or geographic area that has been disproportionately impacted, as determined by another different metric, which must be provided

## **Purpose Area 4**

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## 2021 and 2022 Small DDAs and QCTs

20001

Select a State  Select a County

Map Options : [Clear](#) | [Reset](#) | [Full Screen](#)

QCT Legend:

Tract Outline

LIHTC Project

2021 Qualified Census Tracts

SADDA Legend:

FMR Boundary

ZCTA Boundary

2021 Small DDA

Part DDA

Non Metro DDA

[Hide the overview](#)

The 2021 Qualified Census Tracts (QCTs) and Difficult Development Areas (DDAs) are effective January 1, 2021. The 2021 designations use data from the 2010 Decennial census. The designation methodology is explained in the federal Register notice published September 23, 2020

### Map Options

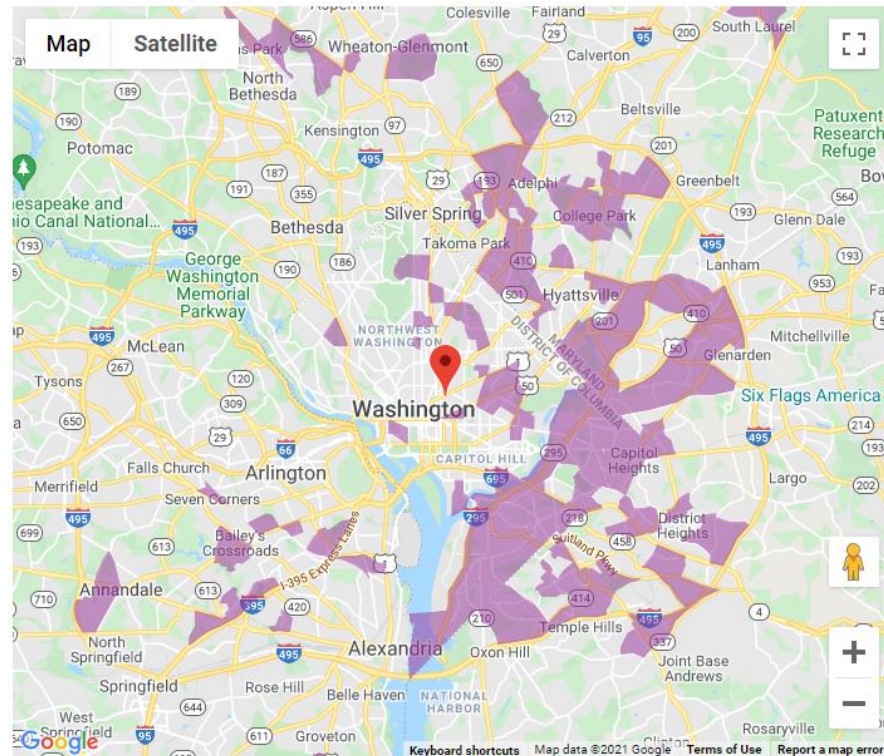
11 Current Zoom Level

- ☐ Show Difficult Development Areas (Zoom 7+)
- ☒ Color QCT Qualified Tracts (Zoom 7+)
- ☐ Show Tracts Outline (Zoom 11+)
- ☐ Show FMR Outlines (Zoom 4+)
- ☐ Show LIHTC Projects (Zoom 11+)

[Click here for full screen map](#)

### Select Year

- ☐ 2022
- ☒ 2021



## Required Performance Measures:

The grantee is required to collect and submit the following performance metrics:

Number of DV victims provided housing with ARPA funds

Number of DV victims provided services with ARPA funds

Grantees will submit data quarterly.

## Purpose Area 4

## **Targeted services and dedicated emergency shelter housing for LGBTQ+ residents**

**– up to \$350,000**

- Projects funded in this purpose area meet the housing and supportive services needs of LGBTQ+ residents with victimization and trauma histories
- Allowable activities/services include but not limited to, housing, emergency shelter, case management, educational guidance and support, service referrals, individual or group counseling, therapy, sexual health education, outreach, and community education
- Funds may be used to provide new services or expand existing services for LGBTQ+ residents

## **Purpose Area 5**

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## Applicants must be able to demonstrate the following for any proposed use of funds:

- The proposed use of funding is directly responsive to a need created or exacerbated by the COVID-19 pandemic
- The proposed use of funding is addressing a negative public health or economic impact. This can be demonstrated in several ways:
  - Housing or services will be provided in a [Qualified Census Tract](#)
  - Housing or services will be provided to individuals or households living in a [Qualified Census Tract](#)
  - Housing or services will be provided to low-income individuals or households
  - Housing or services will be provided to a population or geographic area that has been disproportionately impacted, as determined by another different metric, which must be provided

## **Purpose Area 5**

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## Required Performance Measures:

The grantee is required to collect and submit the following performance metrics:

Number of LGBTQ+ residents provided housing with ARPA funds

Number of LGBTQ+ residents provided services with ARPA funds

Grantees will submit data quarterly.

## Purpose Area 5

# **ADDITIONAL GRANTEE REQUIREMENTS**

- All District government contractors and grantees are required to comply with Mayor's Order 2021-099, COVID-19 Vaccination Certification Requirement for District Government Employees, Contractors, Interns, and Grantees, dated August 10, 2021, and all substantially similar vaccine requirements including any modifications to this Order, unless and until they are rescinded or superseded.
  - Employees, agents, and subcontractors who provide goods or perform services in person in District of Columbia facilities or worksites, or who have in-person contact with other persons in order to complete their work under the grant have been either:
    - (i) fully vaccinated against COVID-19, or
    - (ii) granted one of the exemptions identified in Section III of the Order by the grantee, are undergoing weekly COVID-19 testing and only reporting to the workplace when such test result is negative and are wearing masks while working.
- Grantees are responsible for ensuring compliance with this Order by their employees, agents, and subcontractors.
  - At the request of the District government, grantees may be asked to provide certification of compliance with this requirement and/or documents and records in support of this certification.
- For additional guidance regarding this requirement visit <https://coronavirus.dc.gov/page/recovery-dc-gov-contractorsgrantees>

# **COVID-19 Vaccine Requirement**



# Request For Applications

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



**FY 2022 Victim Services and Supports  
Request for Applications (RFA)**

**IMPORTANT NOTICE**

Application Deadline: 11:59pm ET, November 10, 2021  
via  
OVSJG's electronic Grants Management System (eGMS)  
ZoomGrants™

\*Hard copies of the application will not be accepted

To access ZoomGrants™ click on  
[FY22 Victim Services and Supports RFA](#)

A Pre-Bidders Webinar will be held details will be posted on the OVSJG  
website at:

<https://ovsjg.dc.gov/page/funding-opportunities-current>  
For ZoomGrants™ technical assistance, contact [questions@zoomgrants.com](mailto:questions@zoomgrants.com)

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# Electronic Application

Apply using ZoomGrants™

- First time user register at [www.zoomgrants.com](http://www.zoomgrants.com)
- Technical Assistance: [Questions@zoomgrants.com](mailto:Questions@zoomgrants.com)/(866)323-5404 10am - 7pm MT

Email questions to [ovsjg.victimservices@dc.gov](mailto:ovsjg.victimservices@dc.gov) subject reference “FY22 Victim Services and Supports Grant Application Inquiry” by **5pm ET on Friday, November 3, 2021**

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

Application Deadline in ZoomGrants: **November 10, 2021, 11:59 pm ET**

DC Office of Victim Services and Justice Grants

Open Programs

### Open Programs

**FY2022 Consolidated Victim Services RFA**

Victim Services

11/10/2021 - Organizations Only

Apply

Preview


Note: In ZoomGrants the title of the Program is  
**FY2022 Consolidated Victim Services RFA**

# Grants Management System

**Applications are due by 11:59pm EDT on  
November 10, 2021**

- Applicant profile
  - Include ZIP+4
  - Signed by Applicant's Legal Authority
- Project Abstract
- Project Narrative
  - Project Description
  - Trauma Informed
  - Organization, Experience and Qualifications
- Data and Evaluation
- Corrective Actions Plan (if applicable)
- Sustainability Plan (Purpose Area 4 only)
- ARPA Funding Specific Questions (Purpose Areas 4 and 5 only)

**APPENDIX B: Applicant Profile**

 <p>Government of the District of Columbia Executive Office of the Mayor Office of Victim Services and Justice Grants</p>	
<b>APPLICANT PROFILE</b>	
<b>Fiscal Year:</b>	
<b>Organization Name:</b>	
<b>Address:</b>	
<b>Zip + 4:</b>	
<b>DUNS #:</b>	
<b>Project Title:</b>	
<b>Project Period (Start/End Dates):</b>	
<b>Requested Amount:</b>	
<b>AUTHORIZED OFFICIAL:</b>	
Name:	
Title:	
Telephone:	
Email:	
<b>PROJECT DIRECTOR:</b>	<b>FINANCIAL DIRECTOR:</b>
Name:	Name:
Title:	Title:
Phone:	Phone:
Email:	Email:
<p><i>Application is made for a grant under the above mentioned program to the District of Columbia in the amount of and for the purpose stated herein. Funds awarded pursuant to this application will not be used to supplant or replace funds or other resources that would otherwise have been made available for the same services. I certify that this application, if awarded, will conform to the conditions set forth by the Office of Victim Services and Justice Grants.</i></p>	
<i>Printed Name of Authorized Official</i>	
<i>Signature of Authorized Official</i>	
<i>Date</i>	

# Proposal Instructions Highlights

Applicant Profile (2.5%)

Project Abstract (2.5%)

Project Narrative (45%)

Project Work Plan (20%)

Logic Model (10%)

Budget (17.5%)

Letters of Support and Memoranda of Understanding (2.5%)

# Proposal Scoring

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# PROJECT NARRATIVE

- Project Description
- Evidence Based
- Trauma Informed
- Organization, Experience, and Qualifications of Applicant
- Data and Evaluation
- Corrective Action Plan (if applicable)
- Sustainability Plan (if applicable)
- ARPA Funding Specific Questions (if applicable)

## **For Purpose Area 2 (TRCEP) Applications Only:**

- Community and stakeholder engagement plan
- Description of physical location
- Training plan – initial and ongoing
- Staff supervision plan

## **Project Description**

## **For Purpose Area 2 (TRCEP) Applications Only:**

Organization's approach to providing trauma-informed services including:

- Client and stakeholder input
- Staff training and use of best practices
- Cultural competence and cultural humility
- Organizational decisions and operations
- Physical environments
- TIC Evaluation

# **Trauma Informed**

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## **For Purpose Area 4 (DV housing) only:**

Applicant proposing capital projects including construction, acquisition, renovation, or expansion of existing facilities must additionally include a detailed plan for continued operating, maintenance, and repairs for the project from all sources. The applicant must state, with specificity, the amounts, sources, and uses of funding, and indicate the current status of that funding as either prospect, proposed, committed, or received.

# **Sustainability Plan**

# For Purpose Areas 4 (DV housing and services) and 5 (services and housing for LGBTQ+ residents) only:

- How is the proposed use of funding directly responsive to a need created or exacerbated by the COVID-19 pandemic?
- How will the proposed use of funding address a negative public health or economic impact? This can be demonstrated in several ways:
  - The housing and services will be provided in a Qualified Census Tract (QCT). *Describe (or provide a map that shows) the extent to which the program, service, or activity will be provided or carried out in a Qualified Census Tract (QCT).*
  - The housing and services will be provided to individuals or households living in a Qualified Census Tract (QCT). *Describe the extent to which flex funding will be provided to residents living in a QCT. Estimate the percentage of the total population anticipated to be served that lives in QCTs and describe how you arrived at this estimate.*
  - The housing and services will be provided to low-income individuals or households. *Describe how you define “low-income” and what percentage of the total population anticipated to be served is expected to be low-income and how you arrived at this estimate.*
  - The housing and services will be provided to a population or geographic area that has been disproportionately impacted, as determined by another different metric. *Describe the metric and what percentage of the total population anticipated to be served is expected to fall within this metric and how you arrived at this estimate.*

## **ARPA Funding Specific Questions**

# ATTACHMENTS

## Must include:

- ☐ Project goals, objectives, activities, and outcomes
- ☐ Provide a numerical target for each quarter and each activity on the workplan
- ☐ Data measures/ performance outcome data, and method of collecting data

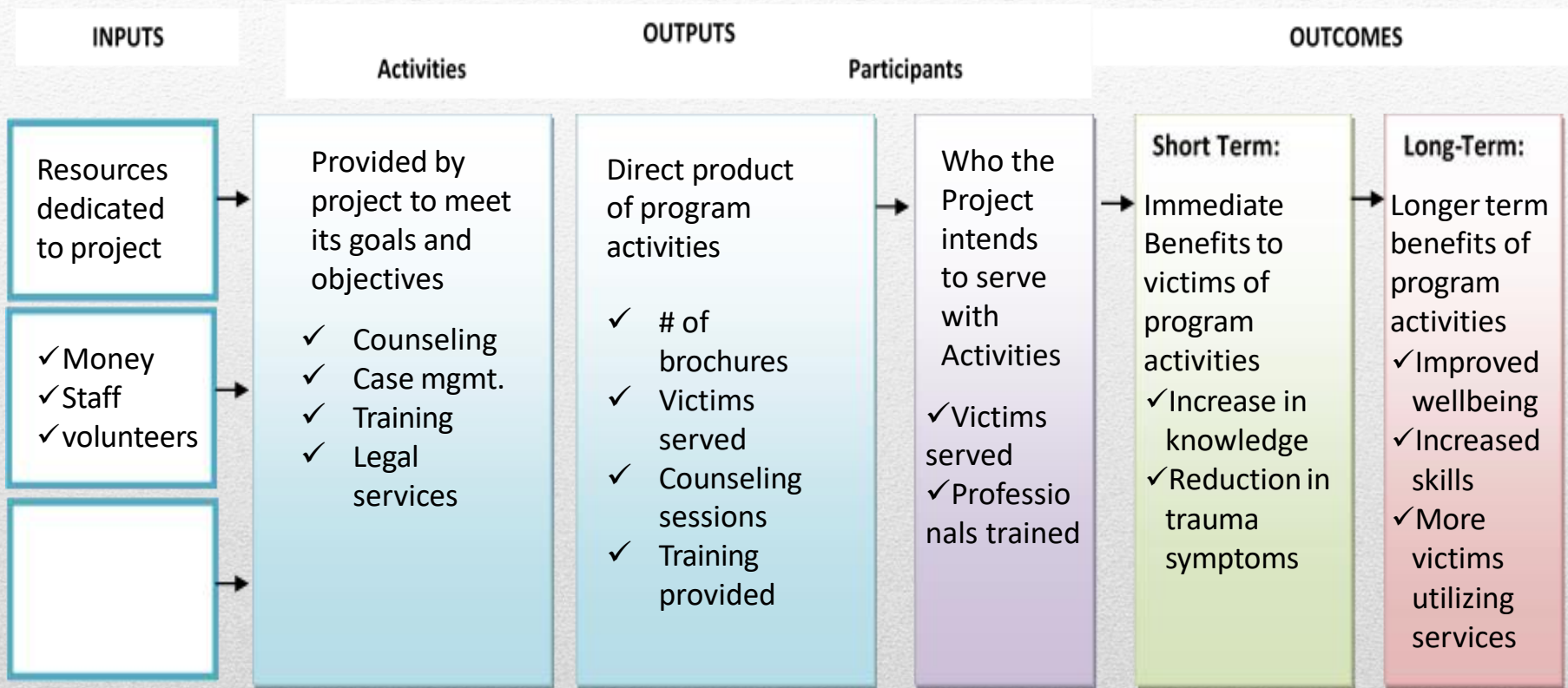
### Appendix C: Project Work Plan

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

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

*Please use additional pages as necessary.*

# Project Work Plan



# Logic Model

## All applicants must use the Budget Template to prepare the budget

- Budgets must be submitted as attachments – either Word or Excel
- Budgets must include calculations and justifications

Budget amounts must also be submitted in the ZoomGrants Budget tab

## **Budget**

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Building a Budget webinar  
available at  
[www.ovsjg.dc.gov](http://www.ovsjg.dc.gov)>Grants  
and Funding>Training and  
Technical Assistance

[https://ovsjg.dc.gov/page/  
training-and-technical-  
assistance](https://ovsjg.dc.gov/page/training-and-technical-assistance)

# Budget

**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:**

<u>Name/Position</u>	<u>Computation</u>	<u>Cost</u>
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>	<u>Computation</u>	<u>Cost</u>
Project Manager, Maria Smith	\$30,000 x 22.4%	\$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 is necessary for the success of the project.

**EXAMPLE:**

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

# TIPS for Proposal Preparation

- ❑ Make sure Applicant Profile is complete and signed by authorized official
- ❑ Title project different from funding source
- ❑ Use Budget Template to complete the budget
- ❑ Round budget figures to nearest dollar
- ❑ Follow format outlined in Proposal Instructions when developing proposal
- ❑ Use the *What an Application Must Include* checklist to guide the completion of your grant application packet
- ❑ **ASK** questions early
- ❑ ZoomGrants Tech Support Contact Information ((866) 323-5404)  
<https://www.zoomgrants.com/about-us/request-technical-help/>
- ❑ **Submission Deadline is 11:59pm EDT November 10, 2021**
  - Applicants are encouraged to submit 48 hours in advance
  - ZoomGrants office closes at 7pm EST
  - OVSJG office closes at 5pm EST

# Applicant Checklist

## General Requirements

- ☐ Abstract
- ☐ Applicant Profile
- ☐ Project Narrative
- ☐ Project Work Plan
- ☐ Logic Model
- ☐ Project Budget
- ☐ Letters of Support
- ☐ Memoranda of Understanding (MOUs)

## Administrative Requirements

- ☐ Audited Financial Statements
- ☐ IRS 501(c ) (3) Determination Letter  
(Required for FEDERAL applicants)
- ☐ Current DC Business license
- ☐ Disclosure of legal proceedings
- ☐ Statement of certification from DC Office  
of Tax & Revenue
- ☐ Certification Regarding Lobbying,  
Debarment, Suspension and Drug-  
free Workplace
- ☐ Standard Assurances
- ☐ DC 'Clean Hands' ([mytax.dc.gov](http://mytax.dc.gov))
- ☐ Tax Affidavit
- ☐ Board of Directors Roster
- ☐ Key Resumes and Job Descriptions
- ☐ Applicable Staff License or  
Certification Required to Perform  
Services

**NOTE:** All grantees will be required to report performance measures. See OVSJG website.

Email questions to [ovsjg.victimservices@dc.gov](mailto:ovsjg.victimservices@dc.gov) subject reference “FY 2022 Victim Services and Supports Grant Application Inquiry” by **5pm ET, November 3, 2021**

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