OVSJG

Office of Victim Services and Justice Grants

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

October 15, 2021

WebEx Orientation

- This presentation will be recorded
- Automatic Closed Captions
  - Transcript available upon request
- Chat Features
- Question Follow-Up
- Technical Assistance/Help
  - Send private chat
  - Email Suzie.Dhere@dc.gov

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Presenters

Michelle Garcia, Director

Tawana Stewart, Deputy Director, Justice Grants

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Agency Overview

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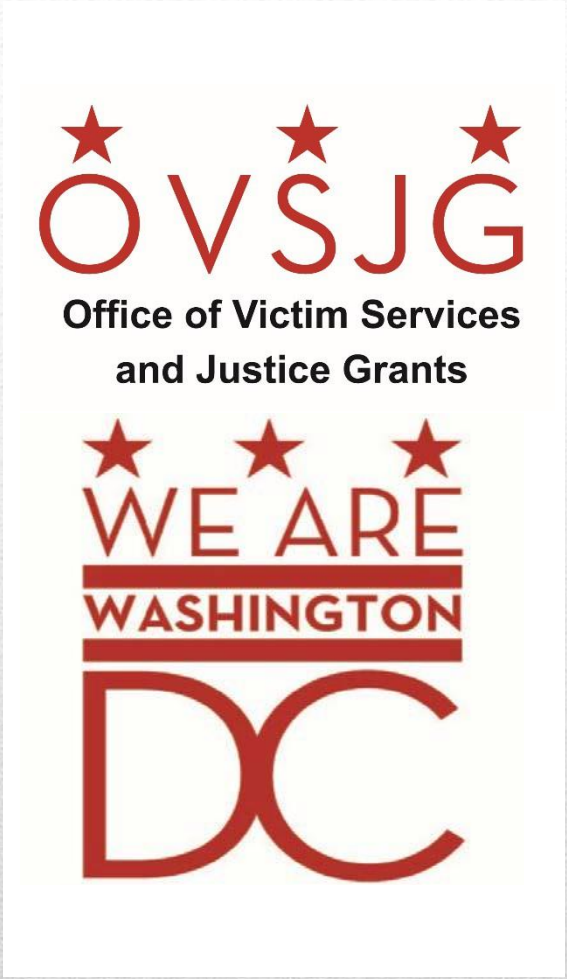

The mission of the Office of Victim Services and Justice Grants (OVSJG) is to develop, fund, and coordinate programs that improve public safety; enhance the administration of justice; and create systems of care for crime victims, youth, and their families in the District.

Mission

Safer Stronger DC

Reduce domestic and sexual violence, and improve outcomes for survivors

Make DC the safest big city in America

End homelessness

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Office of Victim Services and Justice Grants

Promoting partnerships

Building capacity

Enhancing Trauma Informed Responses

Goals

PURPOSE AREAS

Locally Appropriated Funds (LOCAL)

- Direct reentry services for transgender returning citizens – up to $150,000
- Housing services and support for returning citizens – up to $1,000,000

American Rescue Plan Act (ARPA) Federal Funds

- Flexible funding for returning citizens – up to $10,000,000

Local Funded Purpose Areas

Reentry services for transgender returning citizens

- Available funding: $150,000
  - Anticipate one award
- Pre-and post-release direct services for transgender individuals returning from local or federal correctional facilities
- Eligible activities include, but are not limited to:
  - Release planning
  - Case management
  - Mental health, substance abuse, health care, trauma services
  - Employment/job training services
  - Staff training

Housing for Returning Citizens

- Available funding: $1,000,000
- Housing for formerly incarcerated individuals returning from local or federal correctional facilities
- Low barrier housing
  - Few criteria for acceptance and sustained participation
- Seeking proposals that provide a continuum of housing options and address the varying needs of returning citizens
  - chronically homeless before incarceration
  - leaving long-term incarceration with nowhere to live
- Collaborative or partnership applications allowable
  - Designate one eligible entity to serve as the administrative and fiscal agent
  - Memoranda of Understanding with any project partners detailing roles and responsibilities

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.

Flex Funding for Returning Citizens

- Available funding: up to $10,000,000
  - Anticipate multiple awards
- Address the *individual* needs of returning citizens that were created or exacerbated by the COVID-19 pandemic
- 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

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:
  - Flex funding will be provided to individuals or households living in a Qualified Census Tract
  - Flex funding will be provided to low-income individuals or households
  - Flex funding will be provided to a population or geographic area that has been disproportionately impacted, as determined by another different metric, which must be provided

Flex Funding for Returning Citizens

2021 and 2022 Small DDAs and QCTs

20001 Go | Select a State | Select a County | Go

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

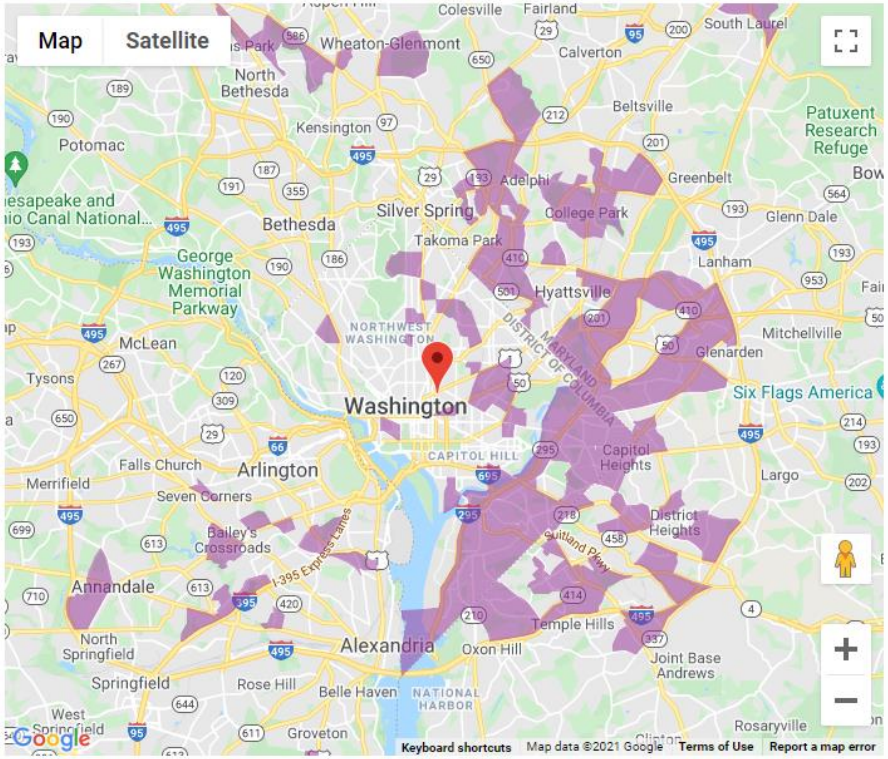
11 Current Zoom Level

- [ ] Show Difficult Development Areas (Zoom 7+)
- [x] 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 metric:

Number of returning citizens provided flex funding to support individual needs

This will be in additional to established reentry performance data, see RFA section 3.5 Project Data Collection Requirements and Information for more information.

Grantees will submit data quarterly in ZoomGrants.

Flex Funding for Returning Citizens

ADDITIONAL GRANTEE REQUIREMENTS

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COVID-19 Vaccine Requirement

- 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

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

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Office of Victim Services and Justice Grants

Fiscal Year 2022 (FY22) Reentry Services and Supports Request for Applications (RFA)

IMPORTANT NOTICE

Application Release: October 8th, 2021

Application Deadline: November 10th, 2021

Applications must be submitted via OVSJG's electronic Grants Management System, ZoomGrants™. To access the application in ZoomGrants™ visit https://www.zoomgrants.com/gprop.asp?donorid=2121&limited=3488

Hard copies of the application will not be accepted.

A pre-bidder webinar will be held. Webinar details will be posted on the OVSJG website at https://ovsjg.dc.gov/page/funding-opportunities-current.

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Electronic Application

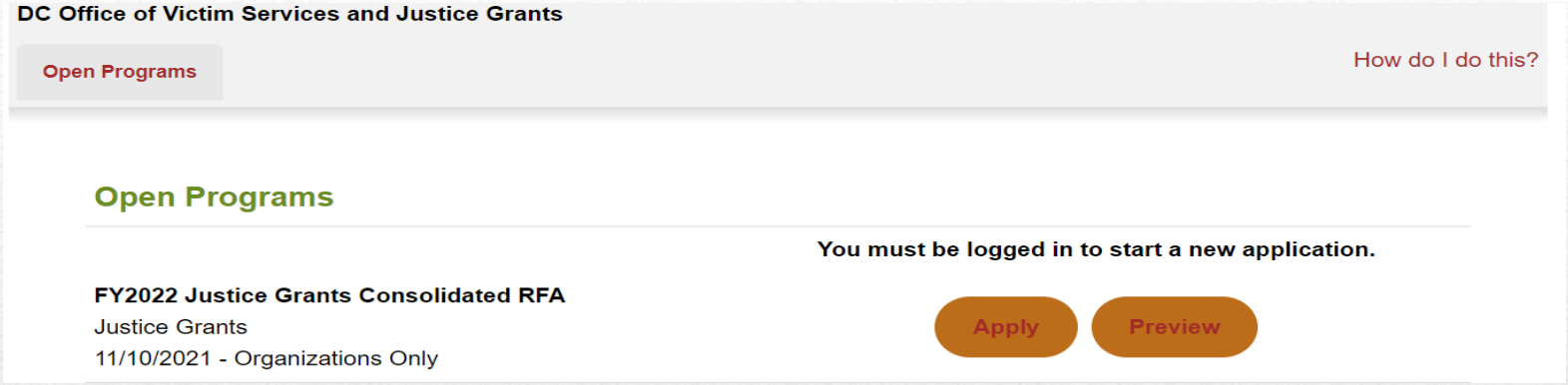
Apply using ZoomGrants ™

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

Email questions to ovsjg.justicegrants@dc.gov subject reference "FY22 Reentry 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://ovsjg.dc.gov/page/funding-opportunities-current

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



Note: In ZoomGrants the title of the Program is **FY2022 Justice Grants Consolidated RFA**

Grants Management System

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Proposal Instructions Highlights

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
  - Evidence Based
  - Trauma Informed
  - Organization, Experience and Qualifications
  - Data and Evaluation Plan
- Corrective Actions Plan (if applicable)
- ARPA Funding Specific Questions (if applicable)

APPENDIX B: Applicant Profile

Government of the District of Columbia
Executive Office of the Mayor
Office of Victim Services and Justice Grants

APPLICANT PROFILE

Fiscal Year:	
Organization Name:	
Address:	
Zip + 4:	
DUNS #:	
Project Title:	
Project Period (Start/End Dates):	
Requested Amount:	
AUTHORIZED OFFICIAL:	
Name:	
Title:	
Telephone:	
Email:	
PROJECT DIRECTOR:	**FINANICAL DIRECTOR:**
Name:	Name:
Title:	Title:
Phone:	Phone:
Email:	Email:
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.	
Printed Name of Authorized Official	
Signature of Authorized Official *Date*	

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- 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

PROJECT NARRATIVE

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

Applications for Flex Funding for Returning Citizens:

- Describe the process and/or tool that will be used to assess individual needs for flex funding
- Describe how determinations will be made for provision of flex funding over the award period, e.g., on a first come, first served basis, based on a risk/needs assessment process and/or tool, etc.
- Describe how flex funding will be tracked

Project Description

Applications for Reentry Housing:

- Reentry housing program duration
- Type of vulnerability assessment tool (VAT) that will be utilized to determine housing needs
- Methodology used to prioritize individual housing placement based on their vulnerability score
- Strategy to be used for outreach, recruitment, and community partnership and engagement
- Timeline for client program placement post completion of VAT
- Describe in-house rules and regulations to be distributed and enforced for program compliance
- Include housing policies and how they will be addressed if residents are not in compliance of those policies
    - Upload policy materials in the “Documents” section of ZoomGrants

Project Description

Applications for Flex Funding for Returning Citizens :

- 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 flex funding 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 flex funding 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 flex funding 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.*
- Describe how you will assess individuals' needs to determine eligibility for flex funding and how you will track distribution of flex funding. If your agency has written policies and procedures in place related to flex funding, please upload them in the Documents section of ZoomGrants.

ARPA Funding Specific Questions

ATTACHMENTS

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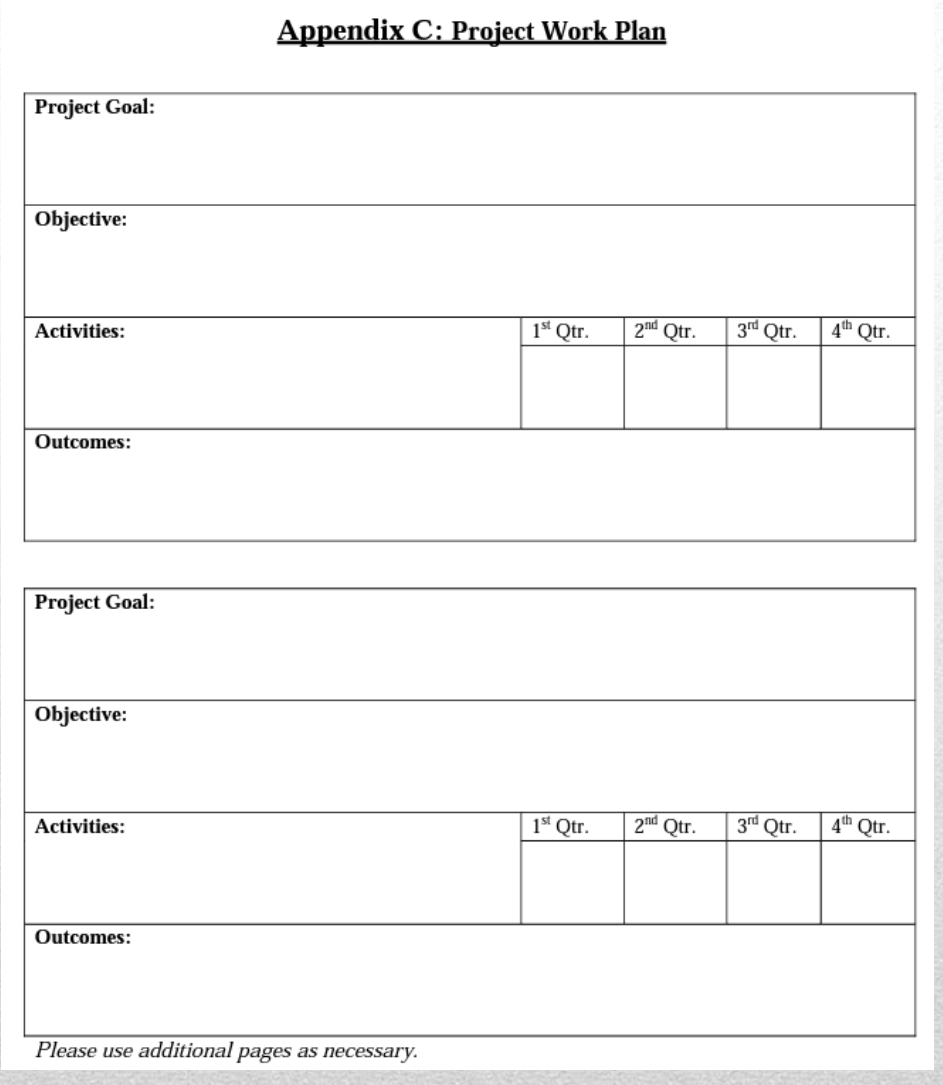
Project Work Plan

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:	1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.
Outcomes:				

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

Please use additional pages as necessary.

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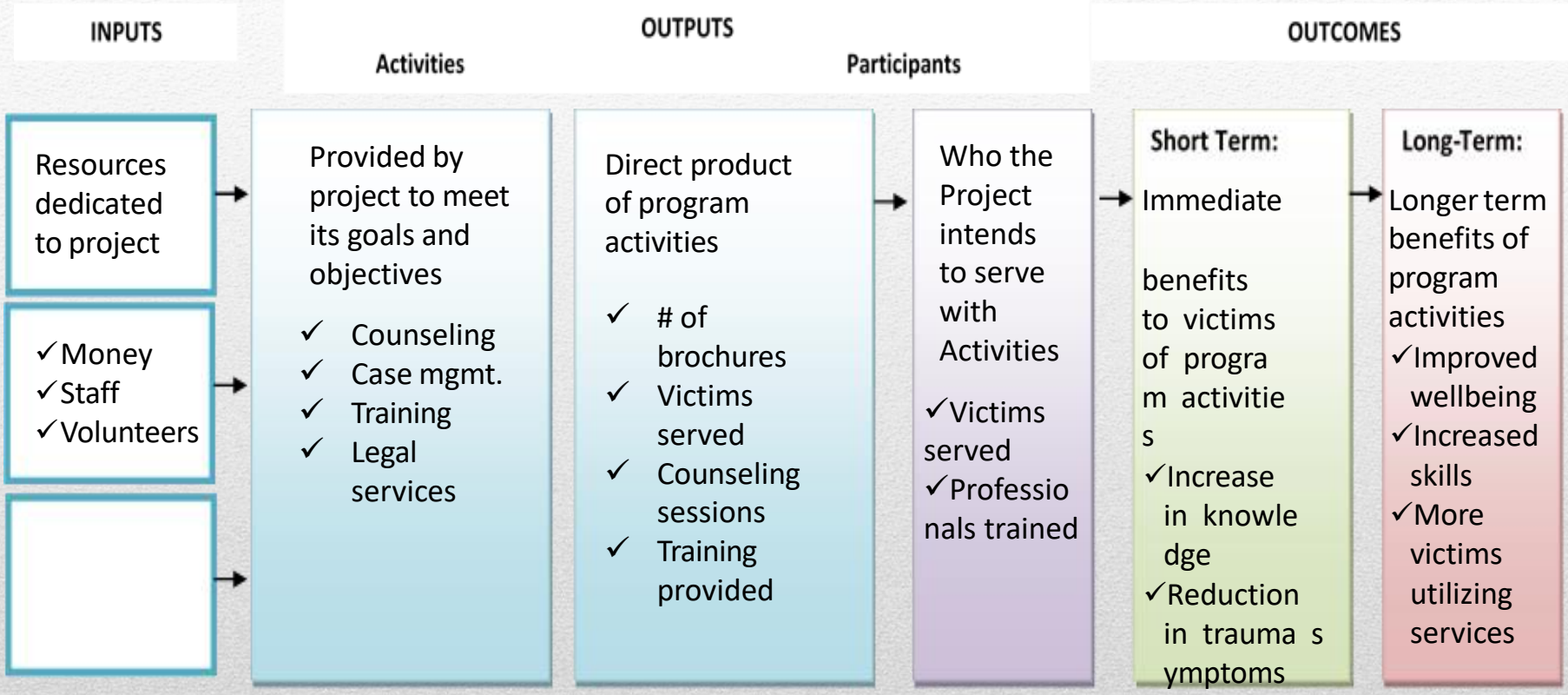

Logic Model

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Budget

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/award period under this RFA is December 1, 2021 – September 30,2022

Budget amounts must also be submitted in the ZoomGrants Budget tab

Budget

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

https://ovsjg.dc.gov/page/training-and-technical-assistance

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:

Name/Position	Computation	Cost
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 in necessary for the success of the project.

EXAMPLE:

Item	Computation	Cost
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

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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

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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)
- ❑ Tax Affidavit
- ❑ Board of Directors Roster
- ❑ Key Resumes and Job Descriptions
- ❑ Applicable Staff License or Certification Required to Perform Services

Email questions to ovsjg.justicegrants@dc.gov subject reference “FY 2022 Reentry Services and Supports Grant Application Inquiry” by **5pm ET, November 3, 2021**

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