



FY 2026 Victim Services Request for Applications



Victim Services Program

Consolidated funding initiative for
FY 2026

Request for Applications

Opportunities for organizations to
apply for funding

Pre-Bidder Conference

May 19, 2025, providing guidance
and Q&A

WebEx Orientation

- Automated Closed Captions
- Mute
- Chat and Q&A Features
- Question Follow-Up
- Technical Assistance/Help
 - Send private chat to Henry Saunders



Presenters

Jennifer Porter

Director, Office of Victim Services and Justice Grants

Kelley Dillon

Deputy Director for Victim Services

Brenda Aleman

Senior Grants Management Specialist

Erica Nelson

Senior Grants Management Specialist

Chavonne Quarles-Stevenson

Grants Management Specialist

Katherine Valett / Henry Saunders

Training Specialist(s)



Mission



Improve public safety through effective programs



Enhance administration of justice systems



Create care systems for victims, youth, and families

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.

Agency Overview

Victim Services

Creating comprehensive systems of care for crime victims

Justice Grants

Supporting initiatives that improve public safety and enhance justice administration

Youth & Family Programs

Developing resources for youth and families affected by crime



Funding Goals



Improve Public Safety

Promote safer neighborhoods through proactive initiatives



Enhance Justice Administration

Strengthen fair and effective justice systems



Support Crime Victims

Deliver compassionate, comprehensive victim services



Strengthen Communities

Build resilience through collaborative programs

Funding Principles



Anti-Deficiency Act

One-Year Grant Awards

All grant awards made under this RFA will be for one year only. This is in compliance with the Anti-Deficiency Act, which prohibits government agencies from obligating funds beyond the current fiscal year.

No Guarantee of Future Funding

Receipt of funding in one fiscal year does not guarantee continued funding in subsequent years. Organizations should plan accordingly and develop sustainability strategies as part of their program design.

Annual Application Required Required

Even successful grantees must reapply each year through the competitive application process. Each application is evaluated on its own merits against the current funding priorities and available resources.

The Anti-Deficiency Act is a federal law that prohibits federal agencies from incurring obligations or making expenditures in excess of amounts available in appropriations. This legal requirement shapes how OVSJG structures its grant cycles and why grants are limited to one-year terms.

OVSJG Victim Services Division

The Victim Services Division within OVSJG administers funding to improve outcomes for survivors through coordinated community responses and specialized services.

Staff members bring expertise in victim services, grants management, and program development to support grantees in implementing effective, evidence-based programs that advance District priorities.



Grant Management

Oversees all aspects of the grant lifecycle from application through closeout, ensuring compliance with requirements and effective use of funds.



Technical Assistance

Provides guidance, training, and support to help grantees implement effective programs.



Performance Measurement

Works with grantees to develop meaningful metrics and collect data that demonstrates program impact and informs improvements.

OVSJG Victim Services Goals

Reduce Domestic & Sexual Violence

Improving outcomes for survivors through coordinated community responses and specialized services.

Building Capacity

Strengthening organizations' ability to deliver high-quality services to victims.

Promoting Partnerships

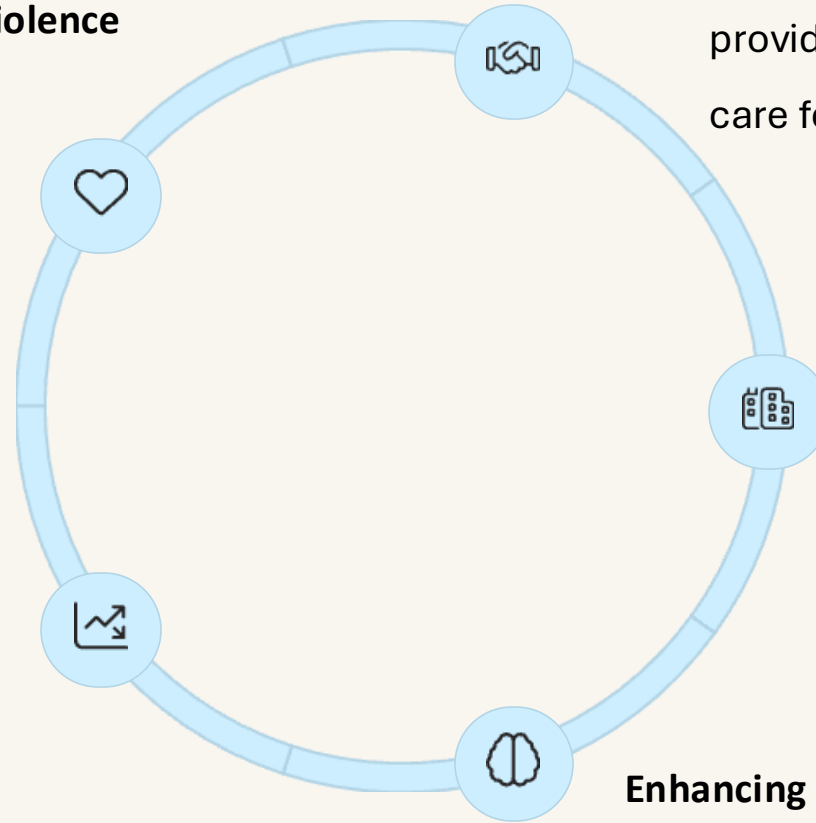
Fostering collaboration among service providers to create seamless systems of care for victims.

Make DC the Safest Big City

Implementing evidence-based strategies to reduce crime and enhance public safety.

Enhancing Trauma-Informed Responses

Ensuring all victim services incorporate understanding of trauma's impact.



Victim Services Grants Team

The OVSJG Victim Services team consists of dedicated professionals with expertise in grant management, victim services, and program development. These staff members provide guidance and support throughout the application and implementation process.

Team members are available to answer questions, provide technical assistance, and help grantees navigate requirements to ensure successful program implementation and compliance with all grant conditions.



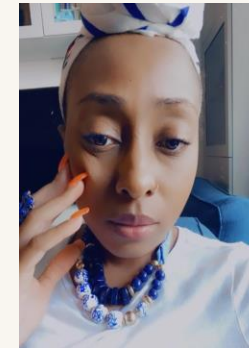
**Deputy
Director**
Kelley Dillon



**Senior
Grants Management
Specialist**
Brenda Aleman



**Senior
Grants Management
Specialist**
Erica Nelson



**TRCEP
Coordinator**
*Chavonne Quarles-
Stevenson*



**Grants Management
Specialist**
Melanie Kujawa

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



**FY2026 Consolidated Request for
Applications (RFA) Crime Victim Services**

IMPORTANT NOTICE

Application Release: May 13, 2025

Application Deadline: 11:59pm ET June 17, 2025

Applications must be submitted via OVSJG's electronic Grants Management System (eGMS) GovGrants

*Hard copies of the application will not be accepted

To access GovGrants click on

[FY2026 Opportunities for Funding](#)

A pre-bidder webinar will be held for the FY2026 Consolidated Victim Services RFA. Webinar details will be posted on the OVSJG website at <https://ovsjg.dc.gov/page/funding-opportunities-current>.

FY26 Victim Services Request for Applications

FY26 Victim Services Priorities

For FY26, OVSJG will prioritize maintaining the existing infrastructure of victim services. This strategy recognizes the importance of service stability for victims and the value of building upon successful programs with demonstrated outcomes.



Service Areas Funded



Direct Support Services

- Advocacy**
- Case Management**
- Crisis Counseling and Intervention**
- Financial or Material Assistance**
- Hotline Services**
- Housing Assistance**
- Language Access Services**
- Legal Services (both civil and criminal)**
- Medical and Forensic Services**
- Trauma-Informed Mental Health Services**



Prevention & Education

- Awareness and Outreach, Community Education, Professional Training, and Safety Planning**

Understanding Funding Sources



LOCAL Funding

Supports a wide range of victim services within the District for all categories of crime.



VOCA Funding

Crime Victims Assistance Grant Program supports direct services to victims of crime with an emphasis on domestic violence, sexual assault, child abuse, and underserved communities.



VAWA Funding

STOP focuses on combating violence against women through law enforcement, prosecution, courts, and direct victim services for survivors of domestic violence and sexual assault.



SASP Funding

Sexual Assault Services Program specifically supporting direct intervention and related assistance for victims of sexual assault.

Locally Appropriated Funds (LOCAL)

Eligible Applicants

- Community-based organizations (CBOs)
- District agencies
- Established coalitions

Match Requirement

No match requirement for LOCAL funds

Letters of Support

All applicants must include two (2) letters of support. If the application proposes partnerships with other providers, a Memorandum of Understanding (MOU) is required.

Priority Programs and Activities

- Organizations and agencies that provide direct services to adult, teen, or child victims of crime
- Organizations and agencies that can demonstrate that they are an integrated part of the District's continuum of services

Funding Restrictions

LOCAL funds are restricted to provision of direct services for victims of crime, training or education, outreach to the community, or community engagement and prevention activities.

Locally Appropriated Funds (LOCAL)



Direct Services Priority

Priority consideration goes to organizations and agencies that provide direct services to adult, teen, or child victims of crime, especially those demonstrating integration within the District's continuum of services.



Training & Education

Projects that provide training and education to enhance the skills, knowledge, and abilities of multidisciplinary professionals who work with crime victims are also eligible for LOCAL funding.



Community Engagement

LOCAL funds can support outreach activities that increase awareness about services and community engagement or prevention activities designed to build collective vision for preventing violence or crime.

LOCAL funds support a comprehensive approach to victim services, from direct client assistance to broader community-level interventions. While direct services remain the highest priority, LOCAL funding recognizes the importance of professional training, community awareness, and prevention work in creating a comprehensive response to victimization.

Crime Victims Assistance Grant Program (VOCA)

Eligible Applicants

Non-profit, non-governmental victim service organizations

Program Focus

Direct services for victims of crime, including incarcerated victims of crimes

Match Requirement

20% match (cash or in-kind) required, though waivers are available

VOCA is the largest federal funding source for victim services programs. It supports direct services to victims of all types of crime, with a focus on addressing the physical, emotional, and financial needs of crime victims. VOCA requires that a certain percentage of funds be allocated to programs serving victims of sexual assault, domestic violence, child abuse, and underserved populations.

Award Distribution Requirements

Target Population	Minimum Percentage
Sexual Assault	At least 10%
Domestic Violence	At least 10%
Child Abuse	At least 10%
Underserved Populations	At least 10%

Crime Victims Assistance Grant Program (VOCA)

Non-Allowable Costs and Activities

- Lobbying and administrative advocacy
- Perpetrator rehabilitation and counseling
- Prosecution of criminal activities
- Fundraising activities
- Property loss
- Medical care (except as allowed by other provisions)
- Activities exclusively related to crime prevention

Required Reporting

- Subgrantee Award Report (SAR) - due no later than thirty (30) days after award start date
- OVC Performance Measures (PMT) - due each quarter
- Annual Report – due no later than thirty (30) days after the grant period ends

VOCA-Specific Requirements

VOCA-funded programs must inform crime victims about the availability of crime victim compensation, and must use volunteers within their program design.

VOCA funding comes with specific restrictions and requirements that differ from other funding sources. Applicants should carefully review these requirements to ensure their program design aligns with VOCA guidelines. The match requirement can be a significant consideration, though waiver requests are available for organizations that can demonstrate financial need.

STOP Formula Grant Funding (VAWA)

Eligible Applicants

- Local government agencies
- Local courts
- Non-profit, non-governmental victim service organizations
- Domestic violence & sexual assault coalitions
- Faith-based and community-based victim service organizations

Match Requirement

No match requirement for VAWA funds

Eligible Program Areas

- Training law enforcement officers, judges, other court personnel, & prosecutors
- Developing, enlarging, or strengthening victim services programs
- Developing, enlarging, or strengthening programs addressing stalking
- Supporting multi-disciplinary efforts
- Training of sexual assault forensic medical personnel
- Legal Services
- Maintaining core victim services and criminal justice initiatives

The STOP (Services, Training, Officers, Prosecutors) Formula Grant Program supports communities in their efforts to develop and strengthen effective responses to domestic violence, dating violence, sexual assault, and stalking. VAWA funding emphasizes a coordinated community response that includes both victim services and criminal justice components.

STOP Formula Grant Funding (VAWA)



Restrictions on Funding

- Immigration fees for battered immigrant women
- Renovations or construction
- Standard issue law enforcement equipment
- Programming/serving children 10 or younger
- Voucher program for housing or counseling
- Moving household goods or housing in a new location

Other Requirements

- Two (2) letters of support - preference given to applicants that submit MOUs
- Delivery of Legal Assistance Certification Letter
- Annual Subgrantee Report

Coordination Requirements

VAWA emphasizes coordination between victim service providers and criminal justice agencies to create a comprehensive community response to violence against women.

VAWA funding is specifically designed to address violence against women, including domestic violence, dating violence, sexual assault, and stalking. Programs must be focused on adult and teen victims of these crimes, with limited services available to children who are secondarily affected by violence against their parent/caregiver.

Sexual Assault Services Formula Grant Program (SASP)

Eligible Applicants

- Rape crisis centers
- Nonprofit, nongovernmental organizations that support programs and projects to assist individuals who have been victimized by sexual assault without regard to age

Match Requirement

No match requirement for SASP funds

Eligible Program Areas

- 24-hour hotline services
- Accompaniment and advocacy through medical, criminal justice, and social support systems
- Crisis intervention, short-term support services, direct payments, and comprehensive service coordination
- Programs that increase support for underserved communities

The Sexual Assault Services Program (SASP) is the first federal funding stream dedicated solely to direct intervention and related assistance for victims of sexual assault. SASP supports rape crisis centers and other nonprofit organizations that provide core services, direct intervention, and related assistance to victims of sexual assault regardless of age or gender.

Sexual Assault Services Formula Grant Program (SASP)



Funding Restrictions

SASP funding cannot support research projects, sexual assault forensic examiner projects, prevention activities, criminal justice-related projects, or domestic violence services not related to sexual violence.



Reporting Requirements

Grantees must submit an Annual Report (SAPR) no later than thirty (30) days after the grant period ends, documenting services provided and outcomes achieved.



Partnership Documentation

Two letters of support are required, with strong preference given to applicants that submit MOUs demonstrating established partnerships with other service providers.



Focus on Direct Services

SASP funding emphasizes direct intervention and support services for sexual assault survivors, with particular attention to addressing gaps in service for underserved populations.

SASP is specifically focused on enhancing the provision of direct intervention and related assistance to victims of sexual assault. Programs must demonstrate expertise in addressing the unique needs of sexual assault survivors and show how their services fit within the broader continuum of care for this population.

Additional Funding-Source Specific Requirements

VAWA Requirements

- Delivery of Legal Assistance Certification Letter

VOCA Requirements

- VOCA Certification of Assurance
- Match Budget or Match waiver request

The Certification of Assurance confirms that grantees will comply with all VOCA requirements. The match budget shows how the organization will meet the 20% match requirement, or alternatively, provides justification for a match waiver.

Templates for these certifications are available in the RFA materials. Be sure to use the correct forms and obtain appropriate signatures from authorized organizational representatives.

Grant Application Process

Review RFA Requirements

Carefully read all application guidelines and eligibility criteria.

Prepare Application Materials

Develop project plans, budgets, and supporting documentation.

Submit Complete Application

Ensure all required components are submitted by the deadline.

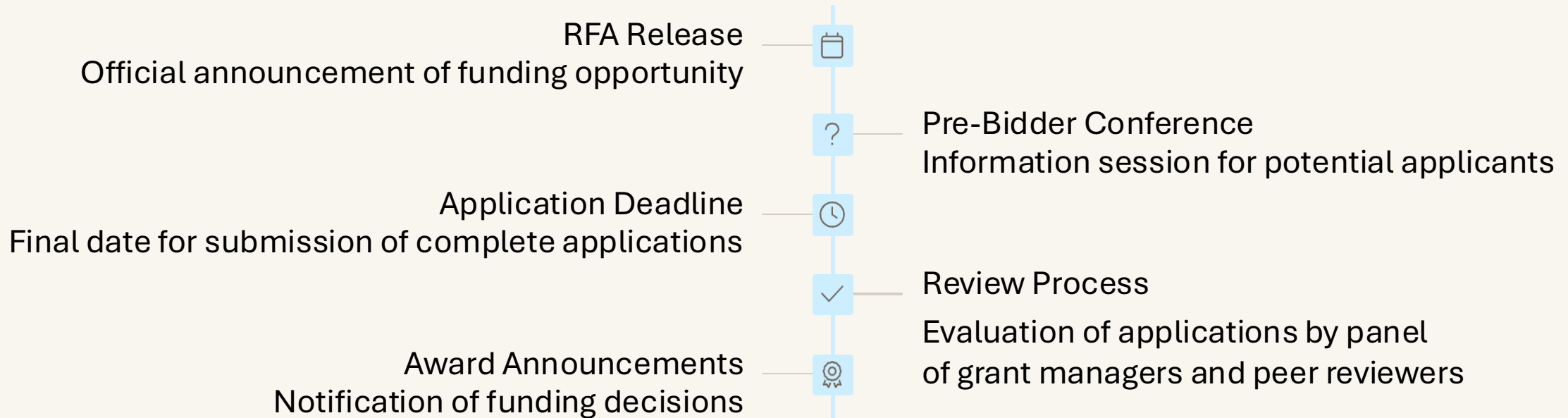
Application Review

Applications are evaluated based on established criteria.

Award Notification

Successful applicants notified and funding process initiated.

Request For Applications



Grants Management System

The system integrates all aspects of grant management, allowing for efficient review of applications, award notifications, and ongoing monitoring of funded programs to ensure compliance with all requirements.

Application Portal

GovGrants serves as the central hub for submission of all required documents and information, with technical support available to assist applicants.

Review Process

Applications undergo thorough evaluation by subject matter experts using standardized scoring criteria to ensure fairness and objectivity.

Award Management

Successful applicants receive guidance on grant requirements, reporting obligations, and performance measurement throughout the funding period.

Subaward
REI_UT_2309_TEST
✓
Activated
Amended

EGMS ID
AD-REIJG-02
Status
Activated
Grant ID
GT-REIJG-00001

* Required to Save | ⚠ Required to Submit

Overview Budget Actuals Management Terms Performance Files History Messages

Actuals Summary

Budgeted Amount ¹	Spent	Balance
\$53,630.70	\$15,000.00	\$38,630.70
Advance Requested	Advance Applied ¹	Advance Balance
\$0.00	\$0.00	\$0.00
Reimbursed Amount	Reimbursement Balance	
\$15,000.00	\$38,630.70	

Payment Requests Reimbursement Request Advance Request

Showing 1 to 2 of 2 records

⚡	EGMS ID ↑	Subaward ID	Type	Payment Request Amount	Payment Period	Status
▼	PR-REIJG-00	AD-REIJG-01	Reimbursement	\$15,000.00	1/1/2024--3/31/2024	Paid
▼	PR-REIJG-02	AD-REIJG-02	Reimbursement	\$0.00	4/1/2024--6/30/2024	Created

Total Records: 2

Payment Summary Records are sorted by Row Number ascending order

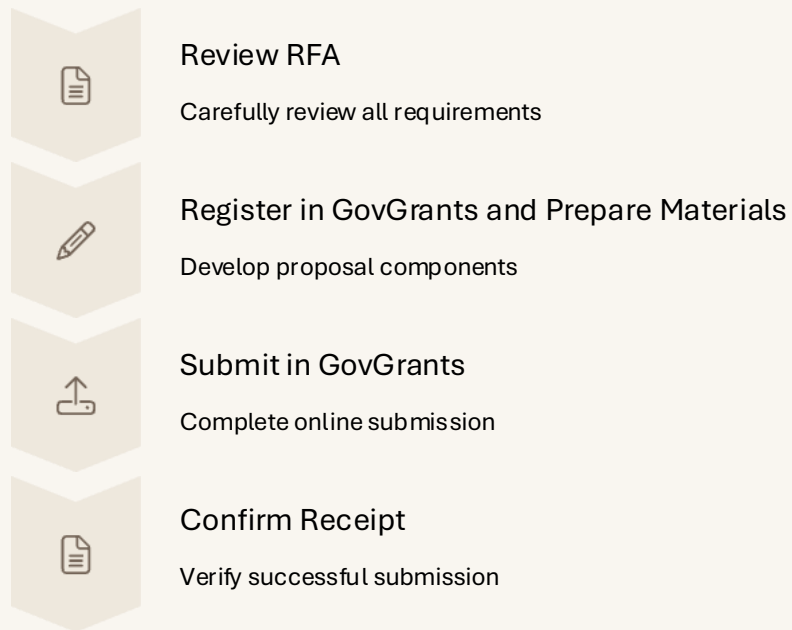
Showing 1 to 9 of 9 records

#	Budget Category	Award Amount	Spent	Balance	Advance Requested	Advance Applied	Advance Balance	Reimbursed Amount ¹	Reimbursed Balance
1	Personnel	\$43,000.00	\$15,000.00	\$28,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	\$0.00
2	Fringe Benefits	\$7,909.50	\$0.00	\$7,909.50	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3	Travel/Training	\$215.20	\$0.00	\$215.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
4	Consultant/Contracts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Application Process Overview

The grant application process involves multiple steps designed to ensure that proposals are complete, compliant with requirements, and submitted by the established deadline. Understanding this process is essential for successful submission.

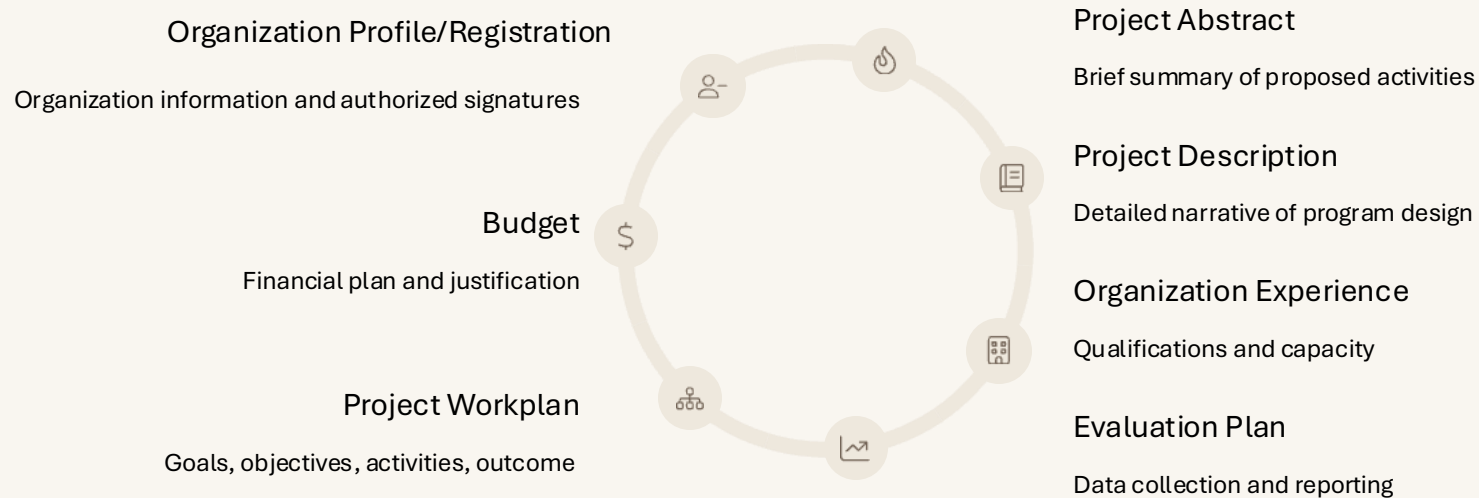
Applicants should familiarize themselves with all components of the application package and allow sufficient time to gather required information, complete all sections, and address any technical issues that may arise during submission.



Application Sections

A complete grant application consists of several key sections, each designed to provide reviewers with specific information about your organization and proposed project. Understanding the purpose and requirements of each section is critical for developing a competitive proposal.

Each section has specific character limits and formatting requirements that must be followed. Failure to complete any required section or to adhere to these guidelines may result in the application being considered incomplete or ineligible for funding.



Application
FY26 Reentry Housing Services

Created Submitted

EGMS ID
AP--118

Status
Created

* Required to Save

Overview Budget Proposal Forms and Files History

▲ RFA Questions

▲ > Do you have a valid license/certification to operate your business in the District of Columbia? (Please note you are required to have a license/certification grant award.)
If no, please apply with Department of Licensing and Consumer Protection at <https://dlcp.dc.gov/service/get-business-license>

--None--

▲ > Are you currently a registered vendor in the DIFS Supplier Portal? (Please note you must be a registered vendor in DIFS to receive a grant award <https://cfo.dc.gov/page/supplier-portal>)

--None--

▲ > What percent of your organizational budget are you seeking to cover with this application?

▲ > Does your organization receive other funding or has applied for funding to do similar work for in the current fiscal year?
If yes, please list the funding entity, award amount and the award start and end date

▲ > ABSTRACT: A brief description of the project including key activities, population targeted and number to be served.
Example: Provide case management to 40 male returning citizens across the District focusing on Wards 7 & 8.
Example: Provide trauma-informed mental health services to 50 justice-involved individuals throughout the District.

Electronic Application Overview

The GovGrants Electronic Grants Management System provides a streamlined application process for organizations seeking funding. This digital platform allows applicants to submit comprehensive proposals that address critical needs in victim/survivor-serving programs throughout the District.



User-Friendly Interface

The GovGrants platform offers an intuitive experience for completing all application components.



Time-Saving Features

Save progress and return to complete sections at your convenience before the deadline.



Secure Submission

All application materials are transmitted securely with data protection measures in place.



More Automation

Budgets, standard assurance forms, and other grants forms are now automated.

Organization Profile/Registration

Organization registration is replacing the applicant profile in FY26. Registering and setting up your organization profile collects essential information about your organization such as contact information, organizational details, and certification of eligibility to receive District funds. If you already have an account from FY25, there is no need to register again.

The person who registers for your organization must be the authorized signatory.

Required Information to Register

- UEI Number
- Business license expiration date
- Tax ID/EIN number
- Org contact information
- Authorized signatory contact information

Additional non-required information

- Vendor number (supplier number in DIFS)

The screenshot displays a web form for organization registration. At the top, there are tabs for 'Organization Profile' (active) and 'Files'. Below the tabs is a section titled 'Organization Information' with a sub-header 'Please fill in the following fields in order to create your organization profile in the system'. The form contains several input fields: EIN (empty), Unique Entity Identifier (UEI) (QL6CL2BZJH36), External Organization (BOYS TOWN WASHINGTON D.C. INC.), Type (Business or Organization), Phone Number (empty), Fax (empty), SAM Expiration Date (Sep 4, 2025), Organization FY End Date (12/31), and Business License Expiry Date (empty). Below this is the 'Organization Address' section with the sub-header 'This is the address associated with the above UEI number as listed in SAM.gov.'. It includes fields for Address Line 1 (4801 SARGENT RD NE), Address Line 2 (empty), State (DC), Congressional District (098), Zip Code (20017), and 4-Digit Zip Code Extension (2841). The final section is 'Payment Address' with the sub-header 'Please enter the Payment address if different from the Organization address.'. It has a dropdown for 'Same as Organization Address?' (set to --None--) and an empty 'Address line 1' field.

Project Abstract Guidelines

The Project Abstract provides a concise summary of your proposed project, including key activities, target population, and the number of individuals to be served. This section gives reviewers an immediate understanding of your project's scope and intent.

An effective abstract clearly communicates the essence of your project in a brief format, highlighting the most important elements without unnecessary detail. It should be specific, measurable, and aligned with the purpose area you're applying under.

Key Components

Brief description of the project including all key activities that will be implemented

Target Population

Clear identification of who will be served, including relevant demographic or geographic information

Service Numbers

Proposed number of individuals to be served during the grant period

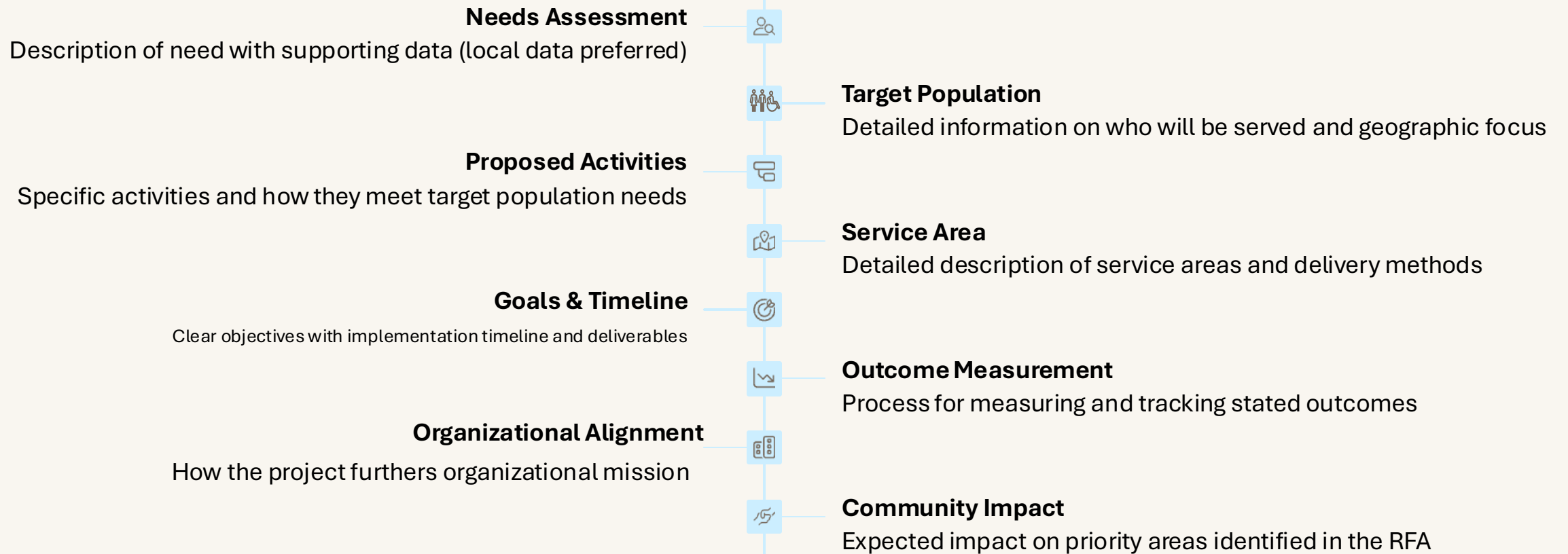
"Provide trauma-informed mental health services to 50 domestic violence survivors throughout the District."



Project Description Requirements

The Project Description is the heart of your application, providing a comprehensive overview of your proposed activities and how they will address identified needs. This section has a 30,000 character limit and should thoroughly explain all aspects of program design and implementation.

A strong project description demonstrates clear alignment between community needs, proposed activities, and expected outcomes. It should be specific about implementation details while showing how the project advances both organizational mission and OVSJG priorities.



Trauma and Community Informed Approaches

Successful applications must demonstrate how proposed services incorporate both trauma-informed and community-informed approaches. These frameworks ensure that programs address the impact of trauma while meaningfully involving stakeholders in program design and implementation.

Applicants should detail specific strategies for implementing trauma-informed care principles and describe processes for gathering and incorporating community input throughout the project lifecycle.

Trauma-Informed Services

Describe how proposed services recognize and respond to the impact of trauma, creating environments that promote healing rather than re-traumatization. Include specific strategies staff will use and how these approaches will be monitored throughout implementation.

Community-Informed Design

Explain how your organization meaningfully involves both internal stakeholders (staff, board) and external community members (participants, partners) in program design and proposal development. Detail specific mechanisms for gathering and incorporating community input.

Organization Experience & Qualifications

This section establishes your organization's capacity to successfully implement the proposed project based on relevant experience, qualifications, and partnerships. Reviewers will assess your ability to effectively serve the target population and achieve stated outcomes.

Strong applications demonstrate a track record of success with similar projects or populations while highlighting collaborative relationships that enhance service delivery and create comprehensive support systems for participants.



Qualifications & Experience

Provide evidence of your organization's ability to address the needs of the target population through relevant experience, expertise, and demonstrated capacity to achieve identified outcomes.



Support & Partnerships

include MOUs or letters of support from partners, evidence of successful collaboration, and connections to other service providers that create a comprehensive continuum of care for participants.



Implementation Capacity

Demonstrate that your organization has the necessary infrastructure, staffing, and systems to effectively implement the proposed project and achieve stated outcomes.

Evaluation and Data Collection Plan

A robust evaluation and data collection plan is essential for monitoring program implementation, measuring outcomes, and demonstrating impact. This section should detail specific methods for gathering, analyzing, and reporting data throughout the grant period.

Effective plans include both process and outcome measures that align with program goals while describing how data will be used to improve service delivery and inform program adjustments as needed.



Data Collection Methods

Specific tools and processes for gathering quantitative and qualitative data on program activities and outcomes



Analysis Approach

How data will be analyzed to assess progress toward goals and identify areas for improvement



Reporting Procedures

Systems for documenting and reporting required measures to OVSJG and other stakeholders



Continuous Improvement

How evaluation findings will inform and enhance ongoing service delivery and program design

Project Work Plan

The Project Work Plan provide a structured framework for understanding how program activities will lead to desired outcomes. This visual representation helps reviewers understand the logical connections between objectives, activities, and outcomes.

Using the provided template ensures that all required elements are included and presented in a consistent format that facilitates review and comparison across applications.

Project Work Plan Components

- Project Goal: a statement that explains the expected outcome of a project
- Objectives: Proposed objectives must describe a measurable outcome
- Activities: Specific services or interventions
- Outcomes: Changes resulting from activities

APPENDIX B: 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 st Qtr.	2 nd Qtr.	3 rd Qtr.	4 th Qtr.
Outcomes:				

Goals, Objectives, and Activities Format

Clear, measurable goals and objectives are essential components of a strong application. This section should articulate what your project aims to achieve and how progress will be measured, with specific activities that support each objective.

Following the recommended format ensures that goals, objectives, and activities are logically connected and presented in a way that clearly demonstrates how implementation will lead to desired outcomes.

Goals should be broad statements about desired change, while objectives must be SMART (Specific, Measurable, Achievable, Relevant, Time-bound). Activities should clearly support objectives with specific actions that will be implemented.

Goal 1: To ensure survivors of domestic violence are placed in safe housing

Objective 1: In FY 2026, provide emergency housing for 75 survivors

Activity 1: Conduct intake assessments with potential client

Activity 2: Develop safety plans for each client placed in housing.

Outcome 1: Successfully ensure the housing security for survivors as measured by the percentage of housed clients who are able to obtain long term safe housing

Funding Request Guidelines

When preparing your funding request, it's essential to ensure alignment with eligible program areas and to develop a reasonable budget that reflects the scope and scale of proposed activities. Most purpose areas do not have funding caps, but requests should be justifiable.

Verify Eligibility

Ensure your project falls under one of the identified program areas before developing a full proposal

Explore Alternatives

If your program is not eligible, explore other funding opportunities through the District's Grant Clearinghouse

Develop Reasonable Budget

While most areas have no funding cap, ensure your request is reasonable and justified by program scope

Budget Development Overview

A well-developed budget is a critical component of your grant application, providing a financial roadmap for project implementation. The budget should align with proposed activities while demonstrating responsible stewardship of grant funds.

OVSJG provides specific for budget development to ensure consistency across applications and compliance with District and federal requirements for allowable costs and financial management.



Budget Development Best Practices

Creating an effective grant budget requires attention to detail and alignment with both program activities and funding requirements. Following best practices helps ensure that financial plans are realistic, compliant, and supportive of successful program implementation.

A well-developed budget demonstrates fiscal responsibility while providing sufficient resources for all proposed activities. It should be detailed enough to show how funds will be used while remaining flexible enough to accommodate reasonable adjustments during implementation.



Align with Activities

Ensure every budget item directly supports activities in your work plan



Provide Clear Justification

Explain calculation methods and necessity for each line item



Verify Allowability

Confirm all costs are allowable under grant guidelines before inclusion



Use Realistic Costs

Base estimates on research, quotes, or historical data rather than guesses

GovGrants Budget Tool

OVSJG now only accepts budget submissions in the GovGrants budget tool. This is an interactive fillable form that auto calculates your organizations inputs for total costs per line and each budget category.

Proper completion of this tool is essential for application review and, if funded, for ongoing financial management and reporting. Applicants should carefully follow all instructions shared in the RFA and ensure that budgets are realistic, allowable, and aligned with proposed activities.

Budget Components

- Personnel costs (salary and fringe)
- Consultants and contractors
- Travel and transportation
- Supplies and equipment
- Operating costs
- Indirect costs (if applicable)
- Match requirements (if applicable)

Subaward budget

Showing 1 to 9 of 9 records * Records are sorted by Row Number ascending order

	Budget Category	Award Amount	Cash Match	Non-Cash Match	Total Match	Total Project Cost
1	Personnel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2	Add/View Line Items	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Travel/Training	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Consultant/Contracts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Direct Client Assistance (Flex Funds)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Operating Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Grand Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Total Records: 9

Proposal Scoring

Understanding how proposals are scored helps applicants develop stronger applications that address all evaluation criteria. OVSJG uses a standardized review process with specific scoring rubrics to ensure fair and consistent evaluation across all submissions.

Project Abstract	2.5%
Project Narrative	50%
Budget	30%
Workplan	15%
Letters of Support	2.5%

Application Checklist Overview

The Application Checklist serves as a tool to ensure that all required components are included in your submission. Using this checklist helps prevent common errors that could affect application completeness or compliance with requirements.

Reviewing this checklist before final submission can identify any missing elements or areas that need additional attention. This simple step can significantly improve the quality and competitiveness of your application.



The Application Submission Checklist is provided in the RFA and includes all required components organized by section. Use this tool to verify that your application package is complete before submission in GovGrants.

Application Checklist

APPENDIX A: Application Submission Checklist

What an Application Must Include Checklist

Applicants that do not submit all Mandatory General Requirements into [GovGrants](#) by the deadline of June 24, 2025 at 11:59PM, ET will not be reviewed. Unsolicited grant proposals will not be accepted nor considered for funding consideration received past the submission deadline.

Mandatory General Requirements:

- Active SAM Registration and Unique Entity ID #
- Abstract
- Project Narrative
 - Project Description
 - Evidence Based or Evidence Informed
 - Trauma Informed
 - Community Informed
 - Organization, Experience, and Qualification of Applicant
 - Data and Evaluation
- Project Work Plan
- Budget
- Letters of Support/Memoranda of Understanding (MOU)
- Audited Financial Statements of the organization's most recent Fiscal Year. *

******Failure to submit current audited financial statements may lead to an automatic rejection of the application. Current OVSJG grantees must be in compliance with this requirement at the time of grant application. However, if the organization is deemed eligible and awarded grant funds under this or any RFA released by OVSJG future grant funds will be withheld until full compliance with this requirement.***

- Disclosure of Legal Proceedings

Additional Administrative Requirements (All Applicants)

Additional Administrative Requirements (All Applicants)

- IRS 501 (c) (3) Determination Letter (if applicable)
- Current DC Business License
- Statement of Certification
- Certification Regarding Lobbying, Debarment, Suspension and Drug-Free Workplace
- Standard Assurances
- DC Clean Hands Certificate
- Tax Affidavit
- Roster of Board of Directors
- Key resumes and job descriptions
- NICRA
- Applicable staff license or certification required to perform services

Successful applicants must be registered to conduct business in DC and validated in Ariba <https://service.ariba.com/Supplier.aw>.

Proposal Preparation Tips

Successful grant applications result from careful preparation and attention to detail. Following these tips can help ensure that your proposal is complete, compliant, and competitive in the review process.

Starting early and seeking clarification on any questions are particularly important strategies for avoiding last-minute issues that could affect submission quality or timeliness.



Register/Set-up Organization Profile in GovGrants

Ensure the Authorized Official initiates registration



Address All Questions

Respond to every question in the RFA without skipping sections



Use Provided Templates

Utilize the required formats for budget, project work plan, and other components



Adhere to Character Limits

Stay within specified limits without submitting excess attachments



Ask Questions Early

Submit questions to ovsjg.RFAquestions@dc.gov well before the deadline



Start Submission Early

Begin in GovGrants at least 48 hours before the deadline

Register Here!



Grant Management Resources

OVSJG provides comprehensive resources to support both applicants and grantees throughout the grant lifecycle. Familiarity with these materials helps ensure compliance with all requirements and successful program implementation if funded.

These resources cover everything from application development through grant management and reporting, providing guidance on policies, procedures, and best practices for effective grant administration.

Grants Management Policies

Comprehensive document outlining all requirements and procedures for OVSJG grants. Available at: [OVSJG Grants Management Policies and Procedures](#)

Grant Management Resources

Collection of tools, templates, and guidance documents for effective grant administration. Available at: [OVSJG Grants Management Resources Page](#)

Federal Guidance

Federal Uniform Grant Guidance (2 CFR 200) applicable to federal awards administered by OVSJG

Training Resources

Webinars, guides, and technical assistance materials for applicants and grantees. Available at: [OVSJG Training and Technical Assistance Resources](#)

Application Deadline Reminder

All applications must be submitted through the GovGrants system by the established deadline. Late submissions will not be accepted, regardless of the reason, so planning ahead is essential to ensure successful application.

Technical issues can arise during the submission process, which is why OVSJG strongly recommends beginning submission at least 48 hours before the deadline. This allows time to address any problems that may occur.



Deadline Date

June 17, 2025



Deadline Time

11:59 pm Eastern Time



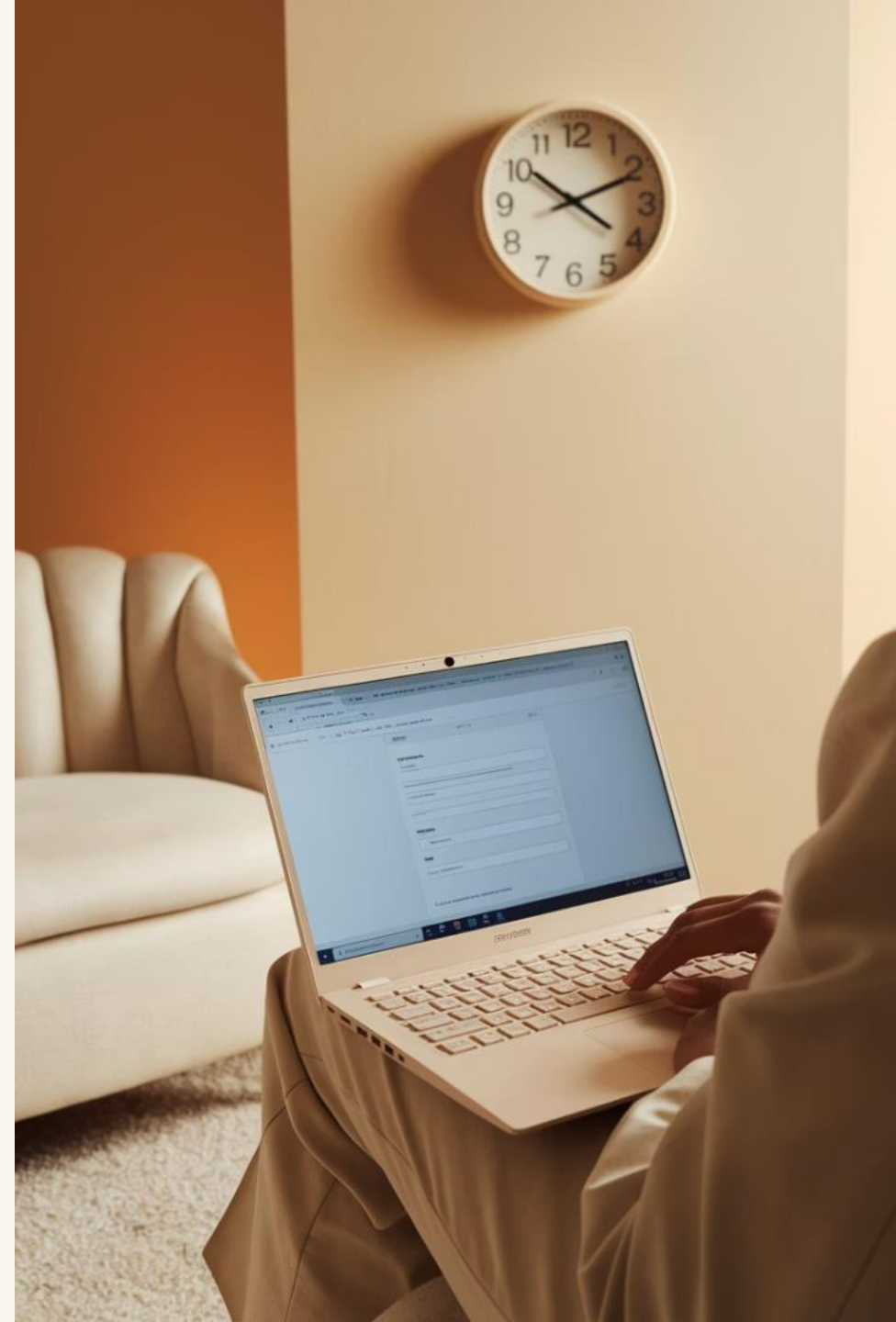
No Extensions

Late submissions will not be accepted



Technical Support: Weekdays 9am-5pm

GovGrants: OSJGEGMS@DC.GOV



Information and Questions

Questions About the RFA

Questions that cannot be answered by referring to sections of the RFA or that are specific to an applicant may be addressed by sending an email to ovsjg.rfaquestions@dc.gov by **5pm ET June 6, 2025, Attn: FY 2026 VS Consolidated RFA Inquiry.**

FAQs and Responses

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 Submission

Submit online applications at:
[GovGrants Portal](#)

OVSJG website: <http://ovsjg.dc.gov>

OVSJG is committed to providing clear information and support throughout the application process. Questions about the RFA should be submitted in writing to ensure all applicants have access to the same information. Responses to questions that may benefit all applicants will be posted publicly on the OVSJG website.

Remember that the deadline for questions is June 6, 2025, which allows time for responses to be provided well before the application deadline of June 17, 2025.

Stay Connected



OVSJG Website: <http://ovsjg.dc.gov>

**899 North Capitol Street, NE, Suite 4100,
Washington, DC 20002**

Phone: (202) 727-0605

Email: ovsjg@dc.gov

Twitter/X: @OVSJG_DC

Thank
you!