

# Presentation Overview

- Introduction to OYW, the Tribal Affairs Division, and the Tribal Sexual Assault Services Program
- Understand Roles – OYW Grant Program Specialist, T/TA Providers, and Grantee
- Grants Management Requirements and Tips for Success



## FY18 New Grantee Orientation Tribal Sexual Assault Services Program

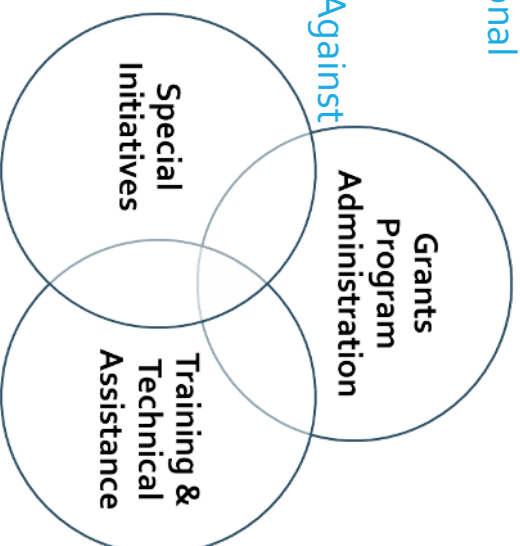
February 28, 2019

Silver Spring, MD

Rebekah Jones, Grant Program Specialist  
Tribal Affairs Division

# OVW Tribal Affairs Division

- Tribal specific grant programs
- Tribal specific Training and Technical Assistance (T/TA)
- Annual Government-to-Government Consultation on VAWA
- Partnership with NIJ for the National Baseline Study
- 904 Task Force
- Tri-Lateral Meetings on Violence Against Indigenous Women



## About OVW

### Mission Statement

The mission of the Office on Violence Against Women (OVW), a component of the U.S. Department of Justice, is to provide federal leadership in developing the national capacity to reduce violence against women and administer justice for and strengthen services to victims of domestic violence, dating violence, sexual assault, and stalking.



# Tribal Sexual Assault Services Program

## Program Scope

To provide intervention, advocacy, accompaniment, support services, and related assistance for adult, youth, and child victims of sexual assault, non-offending family and household members of victims, and those collaterally effected by the sexual assault.

35 tribes and tribal organizations currently funded

FY18 – 10 awards totaling \$3.2 million

# OVW Tribal Specific Grant Programs

- Tribal Coalitions
- Tribal Governments (CTAS PA# 5)
- Grants to Tribal Governments to Exercise SDVCJ (Tribal Jurisdiction Program)
- Tribal SAUSA Fellowship Program
- Tribal Sexual Assault Services (TSASP)

# TSASP – Prevention vs. Outreach

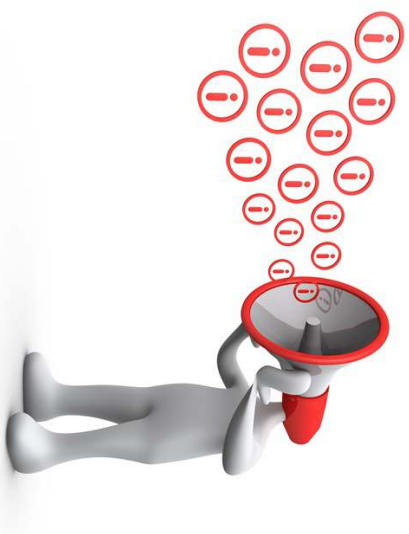
## Prevention & Public Education = Unallowable

Examples of prevention and public education are bystander intervention, **social norms campaigns**, presentations on healthy relationships, etc.

## Outreach & Awareness = Allowable

Outreach is focused on making the community aware of available sexual assault services provided by the agency

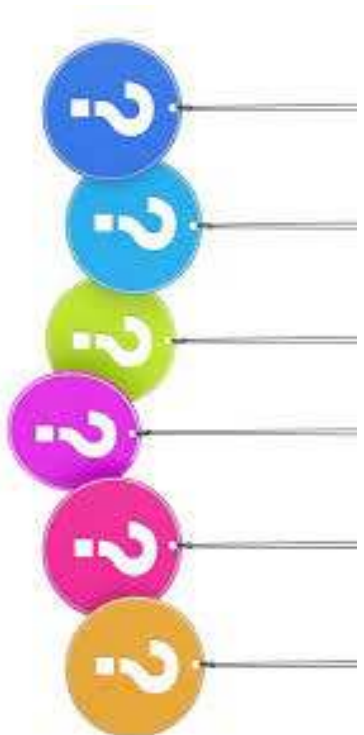
**For example:** a short advertisement in the tribal newsletter with the program contact information and a brief description of the services the program provides; a table with program flyers, brochures, and sexual assault awareness information at the annual powwow or other community event; a Take Back the Night SAAM round-dance outreach event featuring local leadership, survivors, and program staff as speakers.



# TSASP

- Direct services to survivors of sexual violence and their non-offending family/household members
- Not restricted by gender/age
- Direct services must include:
  - Services for survivors of SA perpetrated by persons other than intimate partners
  - Core sexual assault services: Crisis intervention, Advocacy, Information and Referral, Counseling, Support Groups, and Support for significant others
- Activities that may compromise Victim Safety and Recovery
- Out-of-Scope/Unallowable Activities
  - Criminal justice related activities
  - Providing DV services unrelated to intimate partner sexual violence
  - Prevention Efforts - "Healthy Relationships" curriculum; Community presentations on preventing SA; Poster or media campaigns on preventing SA
  - Training for Community/Systems Partners

# Questions

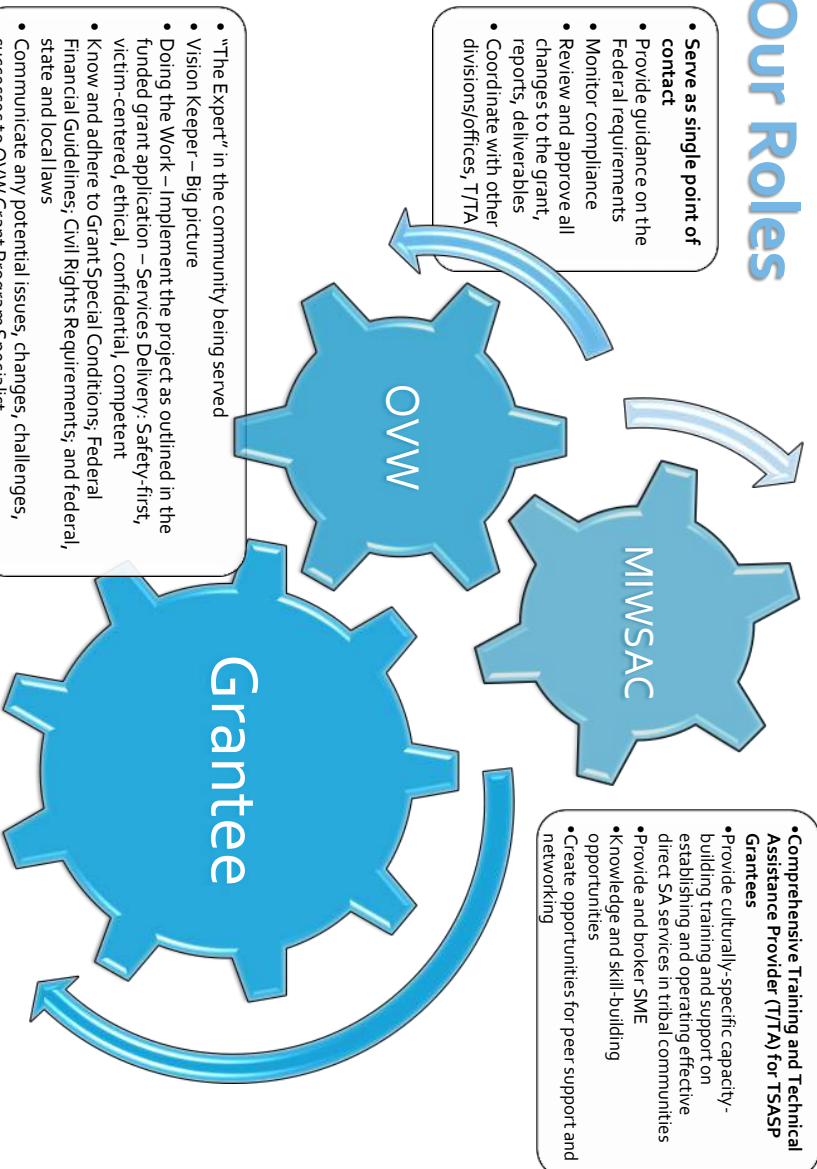


## TSASP – Training

- **Allowable:** Training of agency staff or volunteers that is directly related to improving direct victim services to sexual assault survivors and their non-offending family members.
- **Unallowable:** Training of other professionals, organizations, or the community, who may encounter a sexual assault survivor in their everyday work.

GOAL EDUCATION SKILLS  
KNOWLEDGE  
PERSONAL TRAINING  
CAPABILITY PRACTICAL VOCATIONAL SOFTWARE  
FEEDBACK SCHOOL IMPROVEMENT PERFORMANCE  
RESULT JOB TEACHING  
DEVELOPMENT ACQUISITION QUALIFICATION  
PROFESSIONAL SPECIFIC

# Our Roles



# Roles & Responsibilities



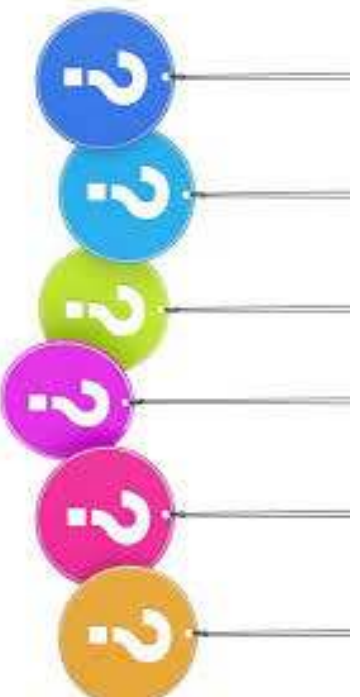
**Grantee**  
**T/TA Provider**  
**OVW Program Specialist**

**You got the award....  
Now what?**

## **Grant Management and Implementation Tips**



## **Questions**



# Know Your Special Conditions

- Help to define how the funds can be used & to determine what your obligations are as a grantee
- All key project staff should read and understand the special conditions attached to the grant award to ensure compliance
- OVV standard special conditions: <https://www.justice.gov/ovw/award-conditions>
- Conditional Clearance with Release of T/A funds
- Multiple Awards Special Condition

## #1 Tip for Grants Management... ...Communication is Key

- No such thing as a stupid question – Reach-out to OVV staff and T/TA with questions/concerns. We like to hear from you...we really do!
- Keep POC information up-to-date in GMS and with T/TA provider
- Ensure Project Coordinator and other key staff have a copy of the grant goals/objectives and understand the award special conditions.

### Relationships – Relationships – Relationships

- Programmatic Staff and Finance Staff
- Community/Survivors
- OVV Grant Program Specialist
- T/TA Team
- Network with other Tribal Programs/Tribal Coalition





# The Grant File

**Your grant file on the OVV side is GMS.  
What goes in the grant file on your side?**

- FY18 TSASP Solicitation
- FY18 Solicitation Companion Guide <https://www.justice.gov/ovw/resources-and-fags-grantees>
- Hard copy of everything submitted with the initial application
- Grant Award Package – Award letter, signature documents, special conditions
- Project narrative including goals and objectives and revisions done during the award period
- Final approved budget and email communications from the budget approval process
- Hard copies of official correspondence and products/publications developed under the award
- Documents that demonstrate approval – hard copies of GANs and e-mails
- Programmatic and financial reports
- Other documents needed to demonstrate compliance with award special conditions or other regulatory guidance
- Files should be complete and stored for 3 years after the official close-out date

## Reporting Requirements

Semi-Annual Progress Reports	
Reporting Period	Due Date
January 1 – June 30	July 30
July 1 – December 31	January 30
Financial Status Reports	
Reporting Period	Due Date
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30
October 1 – December 31	January 30

**For Semi-Annual Progress Reports questions, contact:**

Muskie - 1-800-922-VAWA (8292) - Email: [yawamei@usm.maine.edu](mailto:yawamei@usm.maine.edu)  
<http://muskie.usm.maine.edu/yawamei>

TSASP Specific information: <http://muskie.usm.maine.edu/yawamei/sasptribalmain.htm>

**OVW GMS Tech Support Help Desk**

1-866-655-4482 or Email: [OVW.GMSSupport@usdoj.gov](mailto:OVW.GMSSupport@usdoj.gov)

## More on GANs

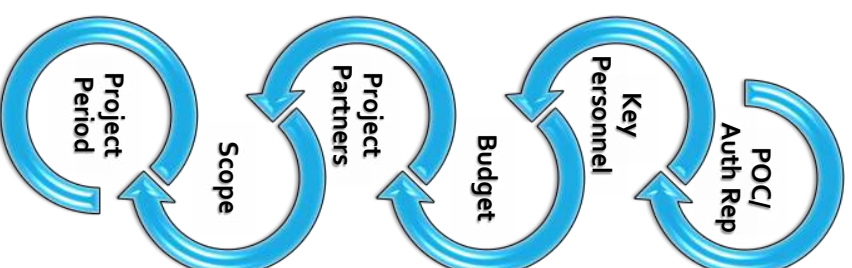
- GANs are not officially processed until a “Final-approved” GAN is posted in GMS. Do not move forward with any changes until you receive your “Final-approved” GANI!
- Penalties for not waiting could include the denial of the costs charged to the grant and return of funds to OWW. OWW can deny retroactive requests for approval.
- Be sure to monitor your GMS change requested folder.  
**Change requested GANs pending action for 30-days or more will be denied.** Grantees can resubmit if the GAN is still needed.
- GANs will not be approved if delinquent on reports.

## Change Happens

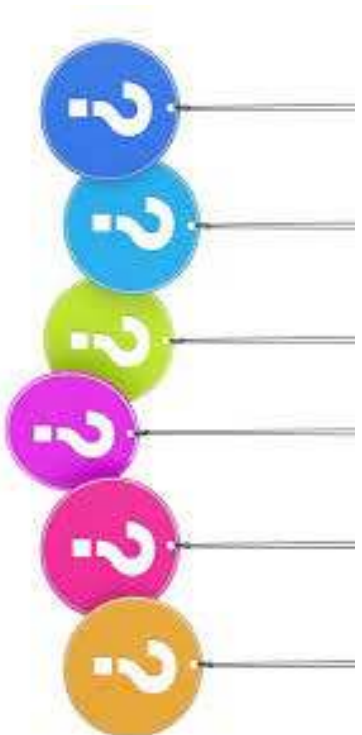
- Changes to the approved project must be documented in the form of a GAN in GMS
- Use the GAN Help Sheet and work with your OWW Grant Program Specialist to develop supporting documentation
- Must consider the approved project activities, program scope and purpose, and comply with the OWW/OJP/DOJ Financial Grants Management Guide  
[https://ojp.gov/financialguide/doj/pdfs/DOJ\\_FinancialGuide.pdf](https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf)

### Program Office Approval – Refer to GAN Helpsheet:

- Products, Publications, and/or Deliverables
- Non-OWW training approval
- Retire special conditions
- Other times we need to demonstrate compliance with special conditions



## Questions



## Grant Compliance Monitoring Tips

- Reports – Programmatic and Financial
  - Timely and accurate
- GANs
- Monitoring site visits and Office-based reviews
  - Opportunity to showcase your project and it's impact
  - Identify T/TA needs
- Audits – OIG and Financial
  - Programmatic and financial documentation
  - Demonstrate adherence to internal processes/controls, and policies and procedures
- Ongoing Communication

**BIG TIP:**  
Stick to your approved goals & objectives and spend according to your approved budget.

## **Training and Technical Assistance (T/TA)**

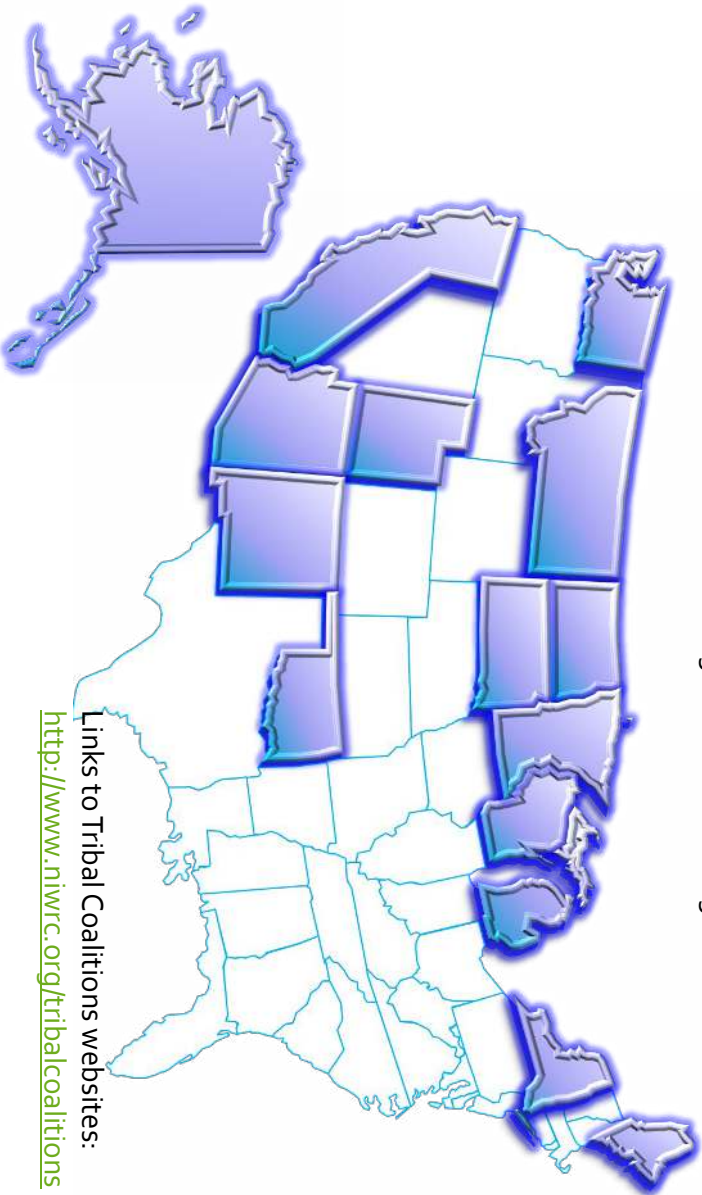
- Support for OVV grant program implementation
- Support for grantee project implementation
- Opportunities to learn from experienced experts
- Tailored assistance to meet the specific needs for your organization
- May be recommended by OVV

## **T/TA and Grant Management Resources**



# Tribal Coalitions

Provide education, support, and TA to member Indian service providers and tribes to enhance their response to victims of DV, sexual assault, stalking and sex trafficking.



# T&TA – Tribal Sexual Assault Services Program



**Minnesota Indian Women's Sexual Assault Coalition**  
[www.MIWSAC.org](http://www.MIWSAC.org)  
Primary Contact for TSASP Grantees:  
Cinnamon Bankey - [cronneng@miwsac.org](mailto:cronneng@miwsac.org)



Tribal grantees and potential grantees can also access other OVV targeted TTA providers, view the OVV Training Calendar, and see recorded webinars at: [www.ta&ta.org](http://www.ta&ta.org)

# Budgets and Financial Questions

- **Financial Guide**

[https://ojp.gov/financialguide/doj/pdfs/DOJ\\_FinancialGuide.pdf](https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf)

- **OVW Grants Financial Management Division (GFMD)**

Helpdesk 1-888-514-8556 [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov)

GFMD is staffed with financial analysts who answer general financial questions regarding the use of federal funds based on guiding federal regulations.

- **On-Line OJP Financial Management Course**

<https://ojpfgm.webfirst.com/login/index.php>

Free of charge - Can be accessed at any time - No registration limit  
must have vendor number and an award number to register

**National Indian Country  
Clearinghouse on Sexual Assault**



[www.niccsa.org](http://www.niccsa.org)

Comprehensive one-stop online resource for information on sexual violence in Indian Country that can be used by medical, legal, and criminal justice professionals as well as victims and survivors of sexual violence launched by Southwest Center for Law and Policy in 2014.

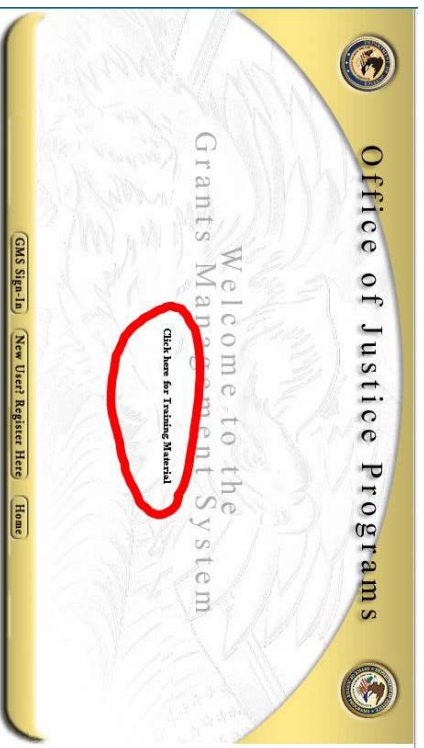
# Semi-Annual Progress Reports

- Muskie School of Public Service  
1-800-922-VAWA (8292)  
[yawamei@usm.maine.edu](mailto:yawamei@usm.maine.edu)  
<http://muskie.usm.maine.edu/yawamei>  
Muskie supports OYW by developing and instructing grantees how to complete the semi-annual progress reports. This team provides webinars, instructions, and technical assistance to grantees regarding the data that is included in these reports.

TSASP Resources on Muskie site: [https://www.yawamei.org/tools-resources/?tax\\_grant\\_programs=tribal-sasp-program&tax\\_resource\\_type=&search\\_query=&wpas\\_id=resources-form&wpas\\_submit=1](https://www.yawamei.org/tools-resources/?tax_grant_programs=tribal-sasp-program&tax_resource_type=&search_query=&wpas_id=resources-form&wpas_submit=1)

# Grants Management System (GMS)

- **GMS Technical Support - OYW GMS Help Desk**  
1-866-655-4482 [OYW.GMSSupport@usdoj.gov](mailto:OYW.GMSSupport@usdoj.gov)  
GMS Technical support can provide assistance with navigating the GMS system, problem solving, and troubleshooting issues with GMS.
- **GMS On-Line Tutorial**  
<https://grants.ojp.usdoj.gov/gmsexternal/gmsHelp/index.jsp>



# OWW Tribal Affairs Division

## TSASP Contact Information

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Chris Alston, Tribal Affairs Division Program Assistant

[Christopher.Alston@usdoj.gov](mailto:Christopher.Alston@usdoj.gov)

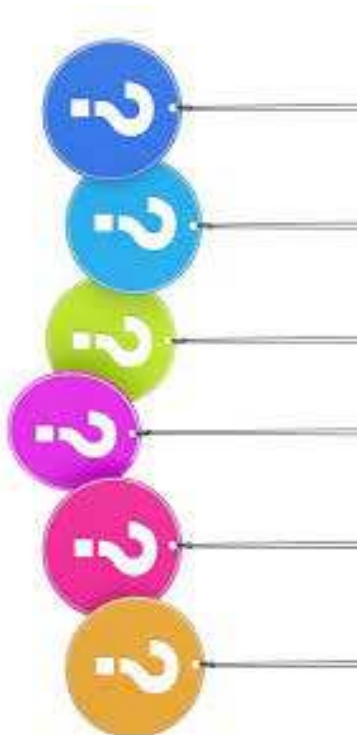
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## Other Resources

- On-line Webinars – <https://ta2ta.org/recorded-webinars.html>
- Civil Rights Obligations of Recipients of Federal Financial Assistance
- DOJ Grant Auditing Process
- Grant Fraud Investigations
- OWW Grantee Resources – <https://www.justice.gov/oww/grantees>
- Grants Payment Request System (GPRS) User Guide  
<http://www.ojp.gov/about/pdfs/gpruserguide.pdf>  
This guide provides grantees with a basic understanding of how to navigate the request system and draw down their grant funding.



## Questions



## Questions – Questions – Questions

- ✓ Program-related questions....  
OVW Program Specialist – Rebekah Jones  
[Rebekah.Jones@usdoj.gov](mailto:Rebekah.Jones@usdoj.gov)
- ✓ Finance-related questions...  
OVW Grants Financial Management Division  
1-888-514-8556 or [OVW.GFMD@usdoj.gov](mailto:OVW.GFMD@usdoj.gov)
- ✓ Grants Management System-related questions...  
OVW GMS Technical Support  
1-866-655-4482 or [OVW.GMSSupport@usdoj.gov](mailto:OVW.GMSSupport@usdoj.gov)
- ✓ Progress report-related questions...  
Muskie Institute  
1-800-922-VAWA or [yawamei@usm.maine.edu](mailto:yawamei@usm.maine.edu)
- ✓ Training/Technical Assistance-related questions...  
Minnesota Indian Women's Sexual Assault Coalition – Cinnamon  
Bankey [www.MIWSAC.org](http://www.MIWSAC.org) or [cronneng@mivwsac.org](mailto:cronneng@mivwsac.org)