



◆ Building Organizational Financial Management Capacity ◆

RESPECT ◆ RESPONSE ◆ RESULTS

# Tribal Financial Management Center Newsletter

## Note From the Project Director



The Tribal Financial Management Center (TFMC) extends our heartfelt gratitude to the members of the Tribal Advisory Council (TAC). Your invaluable assistance helps us strengthen our partnerships with tribal grantees. Your knowledge, expertise, and resilience in overcoming challenges are crucial in finding solutions for tribal grantees to thrive as grant management professionals. We deeply appreciate your feedback and guidance as we enhance TFMC's processes, communications, content, and grant

application procedures. Together, we are paving the way for a brighter future for all our tribal partners. Thank you for your unwavering support and dedication.

As we continue this collaborative journey, we want to remind you that as you gear up for submitting applications, developing budgets, and budget narratives, TFMC is here to support you in every way throughout the pre-award process. We have valuable resources to assist you, and you can always contact us to request technical assistance (TA). We're here to help you succeed! We are here to help you succeed! We also want to extend our gratitude to Christal McNeil-Wright, Associate Chief Financial Officer and the OCFO training and policy team, for inviting us to partner and assist in OCFO's Grants Financial Management Training for the tribal community.




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## TFMC Announcements

### New Tribal Grants Financial Management Training (TGfMT) Certificate Graduates

Congratulations to the new TGfMT certificate graduates that took place April 2024 through May 2024. If you need to complete this DOJ requirement, please see the registration link below to register for the next session.

**We are excited to announce the next TGfMT course will begin August 20, 2024.**



## Tribal Grants Financial Management Training Journey with us!

To learn more and register [click here](#).

### Onsite Grantee Events

We appreciate everyone participating in the Northern Plains Regional Onsite from June 10 through June 14, 2024, in Aberdeen, SD. Our dedicated TFMC specialists provided training and technical assistance on Grant Award Modifications (GAMs), Preparing for Enhanced Desk Reviews, and Preparing for an OIG Audit. They were also available for one-on-one sessions to answer grantees' questions, provide resources, and collaborate on specific needs.

This was a valuable opportunity to boost your financial management experience and network with fellow grantees. If you couldn't make it, don't worry—we will have additional onsite training in the future.

### OCFO 2024 Grant Financial Management Seminars

Upcoming [seminar registration dates](#) will be announced in an email notification to all OJP grantees a few days before each registration opens.

- June 25-26, 2024 (Advanced)
- July 10-11, 2024
- August 6-7, 2024
- October 2-3, 2024
- November 6-7, 2024

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## On-site Office Hours

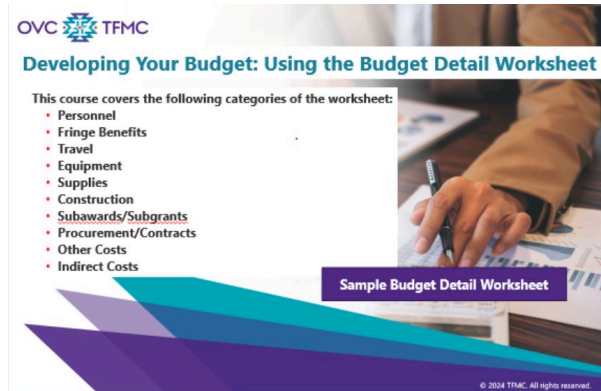
If you would like to attend on-site office hours, please reach out to your Financial Specialist or email [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org) at any time or schedule a virtual session to work on the financial aspects of your OVC awards.

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## Latest Tools and Resources

Find the following new TFMC tools and resources for your use by visiting [TFMC's site](#) to view. Explore and download files, step-by-step guides, examples, visuals, resources, and references.

## **NEW** Developing Your Budget: Using the Budget Detail Worksheet Course



We now have a course available on using the **Budget Detail Worksheet (BDW)**. It is available now to take on the Learning Portal.

To enroll, go to TFMC's online learning portal to take the course. Visit

[https://ovctfmc.litmos.com/self-](https://ovctfmc.litmos.com/self-signup/)

[signup/](https://ovctfmc.litmos.com/self-signup/) and use **code BDW** on the sign-up screen to gain access. When you submit the code, you will receive an email to access the training.

Course (60 minutes if taken in a single sitting, can be taken in smaller increments) —**Budget Detail Worksheet** —

This course covers the completion of the following categories of the worksheet:

- Personnel
- Fringe Benefits
- Travel
- Equipment
- Supplies
- Construction
- Subawards/Subgrants
- Procurement/Contracts
- Other Costs
- Indirect Costs

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## **TFMC Spotlight**

### **Meet Lacey Casey**

"Budgets are very scary at first if you're not used to them," says Lacey Carey. When asked what advice she would give to someone new to managing grants, she suggests, "please reach out to your TA providers." She encourages





**Lacey Carey** (pictured right)  
**Rising Warrior in Victim Advocacy**  
**Domestic Violence Director**  
 for the Absentee Shawnee Tribe of Indians in  
 Shawnee, Oklahoma  
 and team

individuals to utilize the available resources provided by TFMC. She states, "It is very helpful to have multiple minds in the process. It is also important to pull minds with different backgrounds that are involved with the matter such as police departments, shelters, medical facilities, and other domestic violence departments that have explored different ideas and approaches in servicing clients." Her knowledge of grant management stems from her experience working on five different types of Federal OVC and OVW grants. She has

completed some exceptional work in managing grants that support victims of crime in her tribal community. Currently, Lacey and her department is working on two new grants with OVC and OVW.

Lacey has worked for the Absentee Shawnee Tribe of Oklahoma for over 9 years this fall. She has continually been a victim advocate working hard in helping to create more services for crime victims. She is currently the Domestic Violence Director for the Rising Warrior department and oversees the day-to-day operations. Lacey along with her staff are making a difference in their tribal community.

The Rising Warrior department offers many types of services for survivors with a focus on victims of Domestic Violence, Sexual Assault, Teen Dating violence, Stalking, Sex Trafficking and Elder Abuse. When someone is fleeing from violence the program can help with groceries, rental, and utility assistance, and find a new home or find

emergency shelter. Being in a rural community, it can be hard to find some sort of housing or just help getting around. They can help with getting IDs, bus tickets, etc. They will also provide Sexual Assault Kits to victims who are in the hospitals.



There are many events that the Rising Warrior department is a part of. Currently they are working on an elder abuse awareness event. There they will be presenting the new transit campaign with buses that have program advertisements beautifully displayed on their side. The advertisement shows program contact information along with information regarding elder abuse and domestic violence. Included at this event are tables of information that will be



handed to people who attend. Lacey went on to talk about the new innovative services that they are working on establishing. One is the Self-Sufficiency program. They will assist with locating jobs for survivors along with laptops, school supplies, textbooks, and funding to pay for school.

Another new service being offered is pet boarding, and vet vaccinations to help people with pets who need to go into shelters.

Overall, Lacey along with the other Rising Warriors will continue to service their community and be innovative in creating new types of services that have a direct impact on crime victims.

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## Upcoming Events and Deadlines

### From the Director's Desk

OVC **Director Kristina Rose** briefs the field about OVC programs and initiatives to improve options, access, and information for all victims and survivors of crime. The calls are scheduled for the second Thursday of the month at 3 p.m. eastern time. The field is encouraged to email any questions to [askovc@ncjrs.gov](mailto:askovc@ncjrs.gov).

Listen to recordings of previous sessions [here](#), including [special edition](#). In recognition of the second anniversary of her appointment, Director Rose provides a longer briefing that explores OVC's efforts to increase options, access, and information for all crime victims and survivors over the past 2 years.

Registration is not required. To join call: 415-655-0003, enter the Access Code 161 381 0700 # and press # when prompted for the attendee ID.

### **2024 National Research Conference**

The 2024 National Research conference will be held September 16-18, 2024, in Pittsburgh, Pennsylvania. The theme this year will be Advancing Justice Through Science.

The goal of the conference is to bring researchers, practitioners, and policymakers together from the fields of law enforcement, forensic science, community safety and violence intervention, data-driven research, and victims of crime to discuss the latest evidence and how to implement these findings to promote safety, equity, and justice for all. Registration will be \$50 for students and \$75 for all others.

[To learn more about the conference please visit the link here.](#)

### **National Indian Nations Conference**

Starting December 10-13, 2024, the 18<sup>th</sup> National Indian Nations Conference: Justice for Victims of Crime will be held at the Agua Caliente Band of Cahuilla Indians Reservation.

### **Funding Opportunities**

[OVC FY24 Trauma Recovery Center Demonstration Project](#)

**Closing Date:** July 8, 2024

**Grants.gov Deadline:** June 24, 2024, 11:59 pm Eastern

**Application JustGrants Deadline:** July 8, 2024, 8:59 pm Eastern

The purpose of this program is to establish trauma recovery centers in communities significantly impacted by violence with a focus on addressing the urgent need for trauma recovery support and access to victim compensation for those who traditionally will not seek it out or are unaware that assistance is available.

[OVC FY24 National Crime Victims' Rights Week Community Awareness Projects \(2025-2027\)](#)

**Closing Date:** July 8, 2024

**Grants.gov Deadline:** June 24, 2024, 11:59 pm Eastern

**Application JustGrants Deadline:** July 8, 2024, 8:59 pm Eastern

The goals of this project are to increase public awareness of crime victims' rights and services nationwide during the 2025–2027 National Crime Victims' Rights Weeks and strengthen the capacity of victim assistance agencies to develop a broad, collaborative approach to community awareness that highlights services for all types of crime victims.

[OVC FY24 Meeting the Basic Needs of Crime Victims in Underserved Communities](#)

**Closing Date:** August 1, 2024

**Grants.gov Deadline:** July 29, 2024, 8:59 pm Eastern

**Application JustGrants Deadline:** August 1, 2024, 8:59 pm Eastern  
OVC seeks to fund organizations to provide for the basic needs of crime victims, such as transportation, temporary and transitional housing, clothing, food, and other items necessary for their well-being, healing, or safety.

## Reporting Requirements

**Federal Financial Reports** (known as the "SF-425" or the "FFR") are due quarterly as follows:

### **Reporting Quarter**

January 1 — March 31

**April 1 — June 30**

July 1 — September 30

October 1 — December 31

### **Due No Later Than**

April 30

**July 30**

October 30

January 30

**Semi-Annual Progress Reports** are usually due as follows or as listed in the solicitation:

### **Reporting Period**

**January 1 — June 30**

July 1 — December 31

### **Due No Later Than**

**July 30**

January 30



JustGrants Support Phone: 833-872-5175

JustGrants Help Desk Email: [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov)

**Quarterly PMT and Financial Status Reports** are usually due as follows or as listed in the solicitation:

**Reporting Period**

January 1 — March 31

**April 1 — June 30**

July 1 — September 30

October 1 — December 31

**Due No Later Than**

April 30

**July 30**

October 30

January 30

OVC PMT Help Desk Phone Number: 844-884-2503

OVC PMT Helpdesk Email: [ovcpmt@usdoj.gov](mailto:ovcpmt@usdoj.gov)

OVC PMT Website: <https://ojpsso.ojp.gov/> using your email and password

**Requesting a draw down in ASAP?** Remember to enter DOJ's ALC Code: 15040001.

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## Important Information

This Presidential, OMB and Treasury requirement will prevent public users from logging into ASAP.gov. **Recipient organization users will not be able to log into ASAP.gov until they enroll and register multi-factor authentication in either [ID.me](#) or [Login.gov](#).** Please see [Login.gov's Frequently Asked Questions](#) if you have any further questions.

The ASAP team is hosting free webinars for recipient organization users to learn more. Upcoming webinar dates are listed below. Register at [www.fiscal.treasury.gov/asap](http://www.fiscal.treasury.gov/asap).

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## Helpful Resources

### JustGrants Virtual Q&A and Training Sessions

The JustGrants team facilitates weekly sessions covering the following topics:

- Post-Award Management Virtual Q&A

- Entity Management Virtual Q&A
- Application Mechanics: Submitting an Application Training
- Award Acceptance Virtual Q&A

Participants receive topic-specific training, direct technical assistance, and support on JustGrants system functionality. [Register](#) for an upcoming session.

- [TFMC](#) is available to assist! Reach out to your Financial Specialist or submit a request to [our Virtual Support Center](#). We want to hear from you!

### **Reminder: JustGrants Account Management and Security Policy**

Don't forget to log in to your JustGrants account **at least once every 90 days!** Accounts that are inactive for 90 days are disabled. You also must also change your password every 90 days. You can [reset your password](#) at any time while your account is active.

If your account is disabled and you need to reactivate it, you must contact the [JustGrants service desk](#) to first reactivate your account. The service desk will then email you to initiate your password reset. Only the Entity Administrator [can assign appropriate roles](#) to all users from your organization in JustGrants. An active Entity Administrator is critical for timely application submission and management of awards. An entity cannot apply for DOJ funding opportunities if an Entity Administrator's account is disabled due to inactivity, so it is critical to keep the account active.



Bookmark the new TFMC OJP webpage for **updates, news, tools, resources** and to **request individualized grant financial management technical assistance.**

**[OJP.gov/TFMC](https://www.ojp.gov/TFMC)** 

# Tribal Grants Financial Management Training Journey with us!

To learn more and register [click here](#).



## Contact the TFMC Virtual Support Center

Ask questions or request individualized grant financial management training and technical assistance by calling the Tribal Financial Management Center (TFMC) Virtual Support Center at 703-462-6900 or emailing [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org).

The **Tribal Financial Management Center (TFMC)** provides **training, technical assistance, and resources** to support American Indian and Alaska Native communities as they successfully manage the financial aspects of their federal awards. TFMC also offers support via our Virtual Support Center (VSC) to Office for Victims of Crime (OVC) grantees and those seeking federal funding from OVC for the first time. **Email questions or requests for grant financial management technical assistance to [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org).** Visit [OJP.gov/TFMC](https://www.ojp.gov/TFMC) for additional resources and information.

To change how you receive these emails [update your preferences](#).  
If you no longer wish to receive any emails from TFMC, [unsubscribe from this list](#).

Contact the Virtual Support Center [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org) or 703-462-6900

Header Photo by [Casey Horner](#) on [Unsplash](#)



