

# OVC FY25 Enhanced Collaborative Model (ECM) Task Force to Combat Human Trafficking

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Total Amount To Be Awarded Under This Funding  
Opportunity: \$22,000,000

Anticipated Award Ceiling: Up to \$1,000,000 (see Categories)

Anticipated Period of Performance Duration: 36 months

Funding Opportunity Number: O-OVC-2025-172524

Deadline to submit SF-424 in Grants.gov: **March 11, 2026, by 11:59 p.m. Eastern Time**  
Deadline to submit application in JustGrants: **March 18, 2026, by 8:59 p.m. Eastern Time**



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## BASIC INFORMATION

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC) is accepting applications for funding in response to this notice of funding opportunity (NOFO).

<b>Agency Name</b>	U.S. Department of Justice Office of Justice Programs Office for Victims of Crime
<b>NOFO Title</b>	OVC FY25 Enhanced Collaborative Model (ECM) Task Force to Combat Human Trafficking
<b>Announcement Type</b>	Initial
<b>Funding Opportunity Number</b>	O-OVC-2025-172524
<b>Assistance Listing Number</b>	16.320

### Executive Summary

This NOFO will support jurisdictions to develop and expand a multidisciplinary, collaborative task force approach to better respond to human trafficking through increased victim identification, service provision, and case investigations.

Each lead applicant is required to submit their entity's application separately into JustGrants (one application submitted by an eligible lead law enforcement agency and one application submitted by an eligible lead victim service organization). Please see the [Eligible Applicants](#) section for the eligibility criteria.

- **Category 1: Development of New Local or Tribal Human Trafficking Task Forces (Anticipated Amount of Award: \$700,000 per applicant, \$1,200,000 per task force)**

Category 1 funding will help new task forces with starting a multidisciplinary task force and establishing a strong foundation of task force co-leadership structure, clear roles and responsibilities, and internal processes and protocols. Post-award, successful applicants will dedicate the first 12–18 months of the project period to formalize task force structure, develop operational procedures, identify professional development opportunities, conduct strategic planning activities to guide and outline outreach and training efforts, deliver training for key stakeholders, and conduct an assessment to identify potential areas where sex and labor trafficking may be occurring.

- **Category 2: Expansion of Local or Tribal ECM Human Trafficking Task Forces Previously Funded by OJP (Anticipated Amount of Award: \$900,000 per applicant, \$1,500,000 per task force)**

Category 2 funding will help previously funded local or Tribal ECM task forces that can demonstrate clear task force co-leadership roles and structure, regular use of data to inform and assess task force effectiveness and increased victim identification of sex and labor trafficking victims, service provision, and prosecution of traffickers. This funding will

support expanded task force partnerships, refinement and implementation of existing and new protocols, peer mentoring, meaningful survivor engagement, and continued commitment to implement a set of strategic approaches that are victim-centered and trauma- and survivor-informed.

- **Category 3: Enhanced Support for Statewide Task Forces (New or Previously OJP-funded) (Anticipated Amount of Award: \$1,000,000 per applicant, \$2,000,000 million per task force)**

Category 3 funding will assist with a statewide, multidisciplinary response to human trafficking for a statewide task force at any stage of development (new or previously OJP-funded). Category 3 funding is available to those applicants who intend to provide support across all areas of the state (as opposed to specific local communities or regional sections of the state).

OJP is committed to advancing work that furthers DOJ's mission to uphold the rule of law, to keep our country safe, and to protect civil rights. OJP provides federal leadership, funding, and other critical resources to directly support law enforcement, combat violent crime, protect American children, provide services to American crime victims, and address public safety challenges, including human trafficking and the opioid crisis.

## Key Dates and Times

<b>Funding Opportunity Release Date</b>	December 30, 2025
<b>SAM.gov Registration/Renewal</b>	Recommend beginning process immediately and no later than February 25, 2026.
<b>Step 1: Grants.gov Application Deadline</b>	11:59 p.m. Eastern Time on March 11, 2026
<b>Step 2: JustGrants Application Deadline</b>	8:59 p.m. Eastern Time on March 18, 2026

## Funding Details

**Total Amount To Be Awarded Under This Funding Opportunity:** \$22,000,000

**Anticipated Number of Awards:** Between 20 to 30 awards total (10–15 task forces) across all categories (see chart below)

*Note: Applicants may propose a budget that is less than the anticipated award ceiling amount. The budget should be reasonable to conduct the proposed project and be within the applicant's capacity to manage. Current OVC ECM grantees should factor in any award balances as part of their proposed fiscal year (FY) 2025 budget request.*

- **C-OVC-2025-00009-PROD, Category 1: Development of New Local or Tribal Human Trafficking Task Forces**
  - Anticipated Award Ceiling: \$700,000 maximum per applicant\* (\$1,200,000 maximum per task force)

- Anticipated Period of Performance Start Date: July 1, 2026
  - Anticipated Period of Performance Duration: 36 months
- **C-OVC-2025-00010-PROD, Category 2: Expansion of Local or Tribal ECM Human Trafficking Task Forces Previously Funded by OJP**
  - Anticipated Award Ceiling: \$900,000 maximum per applicant\* (\$1,500,000 maximum per task force)
  - Anticipated Period of Performance Start Date: July 1, 2026
  - Anticipated Period of Performance Duration: 36 months
- **C-OVC-2025-00011-PROD, Category 3: Enhanced Support for Statewide Task Forces (New or Previously OJP-funded)**
  - Anticipated Award Ceiling: \$1,000,000 maximum per applicant\* (\$2,000,000 maximum per task force)
  - Anticipated Period of Performance Start Date: July 1, 2026
  - Anticipated Period of Performance Duration: 36 months

\* ECM applicant partners may apply for any award amount within the specified allowable range for their Category, but the combined amount of both ECM partner budgets may not exceed the maximum allowed per task force for that Category.

## Availability of Funds

This funding opportunity, and awards under this funding opportunity, are subject to the availability of funding and any changes or additional requirements that may be imposed by the agency or by law. In addition, nothing in this NOFO is intended to, nor does it, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States or its departments, agencies, entities, officers, employees, agents, or any other person.

## Statutory Authority

22 U.S.C. § 7105(b)(2) and 34 U.S.C. § 20705

## Agency Contact Information

For assistance with the requirements of this funding opportunity:

**OJP Response Center**

Phone: 800-851-3420 or 202-353-5556 (TTY for hearing-impaired callers only)

Email: [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov)

Hours of operation: 9:00 a.m. to 5:00 p.m. Eastern Time (ET) Monday–Friday

For assistance with **SAM.gov** (registration/renewal):

**SAM.gov Help Desk**

Web: [SAM.gov Help Desk \(Federal Service Desk\)](#)

Hours of operation: 8:00 a.m. to 8:00 p.m. ET Monday–Friday, except on federal holidays

For assistance with **Grants.gov** (registration, submission of the Application for Federal Assistance SF-424):

**Grants.gov Customer Support Hotline**

Phone: 800-518-4726, 606-545-5035

Email: [support@grants.gov](mailto:support@grants.gov)

Web: [Grants.gov Customer Support](#)

Hours of operation: 24 hours a day, 7 days a week, except on federal holidays

For assistance with **JustGrants** (registration, submission of full application):

**JustGrants Service Desk**

Phone: 833-872-5175

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

Hours of operation: 7:00 a.m. to 9:00 p.m. ET Monday–Friday and 9:00 a.m. to 5:00 p.m. ET on Saturday, Sunday, and federal holidays.

For procedures related to unforeseen technical issues beyond the control of the applicant that impact submission by the deadlines, see [Experiencing Technical Issues Preventing Submission of an Application \(Technical Waivers\)](#).

## Resources for Applying

**Pre-Application Video:** A pre-recorded, on-demand video about this NOFO will be available for applicants on [OVC's Funding Webinars](#) page.

**[OJP Grant Application Resource Guide](#):** Referred to as the “Application Resource Guide” throughout the NOFO, this resource provides guidance to help applicants for OJP funding prepare and submit their applications.

**[JustGrants Application Submission Training Webpage](#):** Offers helpful information and resources on the grant application process.

**Note:** If this NOFO requires something different from any guidance provided in the [Application Resource Guide](#), the difference will be noted in this NOFO and the applicant should follow the guidance in this NOFO.



## ELIGIBILITY

### Eligible Applicants

The types of entities that are eligible to apply for this funding opportunity are listed below:

- **Government Entities**
  - State governments
  - County governments
  - City or township governments
  - Native American Tribal governments (federally recognized)
  - Native American Tribal governments (other than federally recognized)
- **Nonprofit Organizations**
  - Nonprofits having a 501(c)(3) status with the Internal Revenue Service (IRS), other than institutions of higher education

**State Government Entities:** For the purposes of this NOFO, “state” means any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands.

### Additional Applicant Eligibility Factors

This NOFO requires each lead applicant to submit their entity’s application separately into JustGrants (one application submitted by an **eligible lead law enforcement agency** and one application submitted by an **eligible lead victim service organization**). Applicants that do not apply with an eligible partner will not be considered for funding. Please see the Application and Submission Information section for more specific guidance on coordinating application materials.

- **Category 1:** Eligible applicants include local or Tribal task forces that have never received funding under the OJP ECM Task Force Program OR are newly formed (defined as formally operational for less than 3 years.)
- **Category 2:** The pair of applicants must include at least one eligible applicant that is or has been a previous local or tribal recipient of an OJP ECM Task Force to Combat Human Trafficking award.
- **Category 3:** Eligible applicants must be a statewide task force (new or previously funded by OJP) consisting of state governments and nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education.

Nonprofit organizations that hold money in offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. § 511(a) are not eligible to apply.

### Limit on Number of Applications

An entity may be proposed as a subrecipient in more than one application.



## Cost Sharing/Match Requirement

This NOFO requires cost sharing/match. Please see [Program Description: Cost Sharing/Match Requirement](#) for details on the match calculation and what types of contributions are acceptable.



## PROGRAM DESCRIPTION

### General Purpose of the Funding

Under this NOFO, OVC will support multidisciplinary, collaborative model task forces in identifying and serving victims of human trafficking, as defined by 22 U.S.C. § 7102(11).

The purpose of the OVC ECM Program is to develop, expand, or strengthen a multidisciplinary approach to better respond to human trafficking. This collaborative approach should include victim and social service providers; law enforcement; prosecution personnel (local, state, and federal); survivors of human trafficking; and a range of other governmental and nongovernmental partners to work together to provide services for victims of trafficking and to investigate and prosecute traffickers. ECM task forces also train law enforcement and other stakeholders on how to identify victims of human trafficking and [related offenses](#), and conduct victim-centered and trauma-informed investigations to prosecute traffickers.

OVC encourages Tribal applicants to apply as task force lead applicants or, where appropriate, encourages ECM task force applicants in jurisdictions with Tribal communities to include American Indian or Alaska Native participation in their ECM task forces.

#### **Category 1: Development of New Local or Tribal Human Trafficking Task Forces**

Category 1 funding will help new task forces with critical first steps related to starting a multidisciplinary task force and establishing a strong foundation of task force co-leadership structure, clear roles and responsibilities, and internal processes and protocols. Successful award applicants will dedicate the first 12–18 months of the project period to formalize task force structure, develop operational procedures, identify professional development opportunities, conduct strategic planning activities to guide and outline outreach and training efforts, deliver training for key stakeholders, and conduct an assessment to identify potential areas where sex and labor trafficking may be occurring.

#### **Category 2: Expansion of Local or Tribal ECM Human Trafficking Task Forces Previously Funded by OJP**

Category 2 funding will help previously funded local or Tribal ECM task forces that can demonstrate clear task force co-leadership roles and structure, regular use of data to inform and assess task force effectiveness and increased victim identification of sex and labor trafficking victims, service provision, and prosecution of traffickers. This funding will support expanded task force partnerships, refinement and implementation of existing and new protocols, peer mentoring (upon OVC request), meaningful survivor engagement, and continued commitment to implement a set of strategic approaches that are victim-centered and trauma- and survivor-informed.

#### **Category 3: Enhanced Support for Statewide Task Forces (New or Previously OJP-funded)**

Category 3 funding recognizes the challenges of establishing and sustaining a statewide response to human trafficking concerning the geographic area served, service provision, law enforcement response, and overall leadership structure and response coordination. Funding in this category will assist with a statewide, multidisciplinary response to human trafficking for a statewide task force at any stage of development (new or previously OJP-funded). Please see the [Eligibility](#) section for restrictions on recently funded OJP ECM task forces.

Category 3 funding is available to those applicants who intend to provide support across all areas of the state (as opposed to specific local communities or regional sections of the state).

OVC may move an application to a more appropriate NOFO category based on stated geographic coverage in their application materials (i.e., an application to address statewide efforts under Category 1 or 2 will be moved to Category 3).

This ECM funding does not support efforts or operations that are counter to a victim-centered and trauma-informed approach.

### Programmatic Activities

In addition to the deliverables listed below, successful applicants will—

- develop and expand collaborative partnerships among federal, state, local, and Tribal law enforcement; and prosecution, nongovernmental, labor, and regulatory agencies and system- and community-based service providers.
- engage in regularly scheduled task force meetings.
- identify a full-time task force director or coordinator to manage the day-to-day work of task force activities. This position is not intended to fill dual roles and may be supported by the victim service provider applicant, the law enforcement applicant, or both.
- provide (directly and/or through partnerships) the comprehensive services that victims of sex and labor trafficking require to address their need for safety and healing. See the Appendix for the types of services that may be provided to trafficking victims under this award.

### Category 1 New Task Forces (only) will also—

- establish task force leadership, membership, and structure to ensure broad membership and engagement with essential agencies and individuals, including survivors.

### Category 2 Established Task Forces (only) will also—

- expand their investigative approaches for victim identification and prosecutions beyond online and vice-style operations.
- provide peer support to newer task forces if requested and under the direction of OVC.

### Input From Survivors of Human Trafficking

OVC encourages applicants to propose and implement ongoing engagement with individuals who have survived human trafficking to inform their programming.

### Program Requirements

Applicants that receive funding under this program will be required to—

1. comply with 22 U.S.C. § 7115, requiring **victim services award recipients** under this program to have or implement privacy and confidentiality policies and procedures that conform with the requirements of 34 U.S.C. § 12291(b)(2). Section 12291(b)(2) specifies the confidentiality and privacy condition applicable to awards under the Violence Against Women Act of 1994, commonly referred to as the “VAWA Confidentiality Provision.” For the purposes of this OVC program, the phrase “under this subchapter” in the VAWA Confidentiality Provision shall be understood as referring to “this OVC program.” Applicants that do not already have policies and procedures that comply with the VAWA Confidentiality Provision may propose to use award funds to develop these.

2. have written policies and procedures in place for **law enforcement and prosecution award recipients** (and any "subrecipient" at any tier) that address how it will maintain the confidentiality of victims' names, addresses, telephone numbers, or any other identifying information, including how this information will be protected when there is information sharing between partners. In addition, the recipient must submit a signed, written certification that data privacy and sharing protocols comport with the confidentiality and privacy rights and obligations of federal law or the grantee jurisdiction's laws, court rules, or rules of professional conduct applicable to the work performed by the recipient. The recipient agrees to provide to OJP all documentation as required for grant monitoring purposes.
3. ensure that any staff, partner staff, or service providers working with trafficking victims are licensed and trained to work with such victims.
4. ensure that the project coordinator/program director and other relevant staff participate in any grantee orientations.

### Information on Managing Human Trafficking Awards

For more information on implementation of OVC Human Trafficking awards, please consult the [OVC Human Trafficking Program FAQs](#).

## Agency Funding Priorities

In order to advance public safety and help meet its mission, OJP will provide priority consideration to applicants that propose (as applicable within the scope of this funding opportunity) projects designed to advance the goals listed below. Applicants seeking priority consideration should specify in the proposal narrative (and in the budget detail form, if applicable) which of the following goal(s) the project is intended to advance and how it will do so:

- (a) Directly supporting law enforcement operations (including immigration law enforcement operations);
- (b) Combatting violent crime;
- (c) Supporting services to American citizens;
- (d) Protecting American children; and
- (e) Supporting American victims of trafficking and sexual assault.

**Note:** Addressing these priority areas is one of many factors that OJP considers in making funding decisions. Receiving priority consideration for one or more priority areas does not guarantee a funding award.

## Unallowable Uses of Funds

The following are certain unallowable costs and certain activities that are out of the program scope and will not be funded.

- Out of program scope is any program or activity, at any tier that, directly or indirectly, violates (or promotes or facilitates the violation of) federal immigration law (including 8 U.S.C. § 1373) or impedes or hinders the enforcement of federal immigration law—

including by failing to comply with 8 U.S.C. § 1373, give access to DHS agents, or honor DHS requests and provide requested notice to DHS agents.

- Out of program scope is any program or activity, at any tier that violates any applicable Federal civil rights or nondiscrimination law. This includes violations that – (1) indirectly violate the law, including by promoting or facilitating violations; or (2) unlawfully favor individuals in any race or protected group, including on a majority or minority, or privileged or unprivileged, basis, within a given area, population, or sector.
- As specified in the [DOJ Grants Financial Guide](#), in Chapter 3.13 “Unallowable Costs” (“Legal Services for Aliens”), any obligations of funds, at any tier, under this award to provide (or to support the provision of) legal services to any removable alien or any alien otherwise unlawfully present in the United States shall be unallowable costs for purposes any award made under this notice, but the foregoing shall not be understood to apply— (1) to legal services to obtain protection orders for victims of crime; or (2) to immigration-related legal services that may be expressly authorized or required by any law, or any judicial ruling, governing or applicable to the award.

## Program Goals and Objectives

**Goal:** The ECM Program goal is to support a sustainable, multidisciplinary, co-led task force approach to improve and increase victim identification of all forms of human trafficking, provide victims with services, and seek justice on their behalf (which can include investigating and prosecuting traffickers at the local, state, tribal, and federal levels).

**Objective 1:** Increase multidisciplinary partners engaged in task force activities and the number of individuals trained to respond to human trafficking.

**Objective 2:** Engage in strategic planning and launch anti-trafficking initiatives to combat trafficking.

**Objective 3:** Develop and improve procedures to address sex and labor trafficking.

**Objective 4:** Increase the number of victims identified and provided services.

**Objective 5:** Seek justice on behalf of human trafficking victims through the investigation and prosecution of human traffickers.

## How Awards Will Contribute to Program Goals/Objectives

Recipients will be expected to:

- Develop or expand a multidisciplinary, co-led task force structure to improve the overall response to human trafficking.
- Implement victim-centered, trauma-informed, and collaborative approaches by leveraging expertise of all task force partners and task force protocols and training.
- Collect and use data to increase victim identification and assess overall task force efforts.
- Develop training, public awareness materials, and outreach strategies.
- Assist victims of sex trafficking and labor trafficking in achieving increased safety, independence, and well-being by providing comprehensive services.
- Investigate, refer, and prosecute both sex and labor trafficking cases at the local, state, Tribal, and federal levels.

- Collaborate with OVC to participate in information-sharing sessions, engage in peer-to-peer learning exchanges about promising and effective practices, and receive subject-matter expertise that is relevant to investigating and prosecuting human trafficking cases and providing services to victims as part of a high-functioning ECM task force.

## Expected Outcomes: Deliverables and Performance Measures

To achieve the goals and objectives of this funding opportunity, OJP has identified expected deliverables that must be produced by a recipient. OJP has also identified performance measures (pieces of data) that will indicate how a recipient is achieving the performance goals and objectives previously identified. Recipients will need to collect and report this performance measure data to OJP.

OJP will measure success by reviewing a recipient's submission of performance reports and data and the extent to which project implementation reflects progress toward the goals and objectives of this NOFO.

### Deliverables

Award recipients will be expected to develop and submit the deliverables listed below in the course of implementing their proposed project.

#### All Applicants Applying Under Categories (1, 2, and 3) will—

- Create, update, and implement task force **protocols** that document and reflect how the overall task force partners and other key stakeholders will handle core functions of a multidisciplinary approach.
  - Category 1: By the end of the second year, finalize and begin to implement task force protocols.
  - Category 2: Refine existing task force protocols and, based on task force growth and expansion, assess gaps in shared protocols and develop new ones that reflect growth in task force operations.
  - Category 3: Finalize or refine protocols depending on whether the task force is new or a previously OJP-funded statewide task force.
- In consultation with OVC, by the end of Year 1, develop a **training and outreach plan** to jointly deliver targeted outreach, training, and public awareness materials. This plan should include at least one engagement with the individuals being served.
- Program objectives and deliverables should be included in one timeline.

#### Category 1 New Task Forces (only) will also—

- Submit a **memorandum of understanding (MOU)** to OVC documenting the structure, personnel, and roles of task force members within 12–18 months of award acceptance; and
- Conduct a **data-driven community assessment** within 12–18 months of award acceptance, factoring in the experiences of task force stakeholders, to identify areas within the community where vulnerabilities for trafficking exploitation may be occurring. OVC may request a written summary of the assessment results.

### Category 2 Established Task Forces (only) will also—

- Produce a **publication** by the end of Year 2 that describes the ECM task force's efforts to identify areas within the task force's designated geographic area of focus where vulnerabilities for labor trafficking and exploitation may be occurring.

### Category 3 Statewide Task Forces will—

- Complete **relevant deliverables**, and other application attachments, based on the status of the task force at the time of application:
  - New task forces, or task forces that never received OJP ECM funding, will follow Category 1 deliverables.
  - Previously OJP-funded ECM statewide task forces will follow Category 2 deliverables.
- In consultation with OVC—
  - by the end of Year 1, define statewide task force structure and update **organizational chart** (if applicable);
  - by the end of Year 2, create or update a **coordination plan** across all parts of the state that includes information about the structure of service provider partnerships and service delivery, and how cases will be investigated and prosecuted among relevant local, Tribal, state law enforcement, and prosecution partners; and
  - by the end of Year 3, ensure the **coordination plan** names the specific service provider partners, what services are provided, and any remaining gaps for statewide service provision.

### Performance Measures

OJP will require each award recipient to submit regular performance reports that communicate progress toward achieving the goals and objectives identified in [Program Goals and Objectives](#). Applicants can visit [OJP's performance measurement page](#) at [ojp.gov/performance](https://ojp.gov/performance) for more information on performance measurement activities.

A list of performance measure questions for this program can be found at:

ECM Law Enforcement: <https://ovc.ojp.gov/funding/performance-measures/human-trafficking/ecm-law-enforcement-questionnaire.pdf>

ECM Victim Service Providers: <https://ovc.ojp.gov/human-trafficking/ecm-victim-service-provider-questionnaire.pdf>

Use the [Human Trafficking Performance Measures Map](#) for examples of how previous awards have been mapped to performance measures within the questionnaire. A list of resources and trainings can be found on OVC's [Human Trafficking Grantee Performance Measures](#) webpage.

### Funding Instrument

OJP expects to make awards under this funding opportunity as grants. See the "[Administrative, National Policy, and Other Legal Requirements](#)" section of the [Application Resource Guide](#) for a brief discussion of important statutes, regulations, and award conditions.



## Cost Sharing/Match Requirements

This funding opportunity requires cost sharing or match from the award recipient. “Match” means the portion of project costs not paid by federal funds or contributions (e.g., staff time not charged to the federal share of the budget, supplies provided by the recipient). Items provided as part of the match must support the fulfillment of proposed activities, be allowable costs under this funding opportunity, and have documentation of their value. The match may not be used for, and may not consist of, costs that are unallowable for this funding opportunity. See [Application Contents, Submission Requirements, and Deadlines: Budget Detail Form](#) for more details on this funding opportunity’s unallowable costs.

Recipients must satisfy this match requirement with cash and/or in-kind contributions. “In-kind” contributions may be in the form of services, supplies, real property (e.g., office space), and/or equipment.

### Explanation of the Calculation

This NOFO requires a 25-percent match based on the total project costs. Federal funds awarded under this NOFO may not cover more than 75 percent of the total costs of the project being funded. The applicant must cover at least 25 percent of the total project costs.

If an award recipient’s proposed match is more than the required match amount and OJP approves the proposed budget, then that total match amount becomes part of the project budget, which is subject to audit.

### How To Calculate Match

Formula					
Step 1	Award Amount	÷	% of Federal Share	=	Total (Adjusted) Project Cost
Step 2	Total (Adjusted) Project Cost	x	% of Recipient Share	=	Required Match
Example					
Match Requirement: 75/25 (Federal Share/Recipient Share)					
Federal Award Amount: \$150,000					
Step 1	\$150,000	÷	75% Federal Share	=	\$200,000
Step 2	\$200,000	x	25% Recipient Share	=	\$50,000

See the [Application Resource Guide](#) for additional information on this match requirement and step-by-step instructions for entering match amounts in the budget.





## APPLICATION CONTENTS, SUBMISSION REQUIREMENTS, AND DEADLINES

This NOFO contains all the information needed to apply for this funding opportunity. The application for this funding opportunity is submitted through web-based forms and attachments in Grants.gov and JustGrants through the steps that follow.

### Unique Entity Identifier (UEI) and SAM.gov Registration

To submit an application, an applicant must have an active registration in the [System for Award Management \(SAM.gov\)](#). SAM.gov assigns entities a unique entity identifier (UEI) that is required for the entity to apply for federal funding. Applicants will enter their UEI with their application. Award recipients must then maintain an active UEI for the duration of their award's period of performance.

**First-time Registration:** Entities registering in SAM.gov for the first time will submit information about their entity type and structure, financial information (such as dates of the fiscal year, banking information, and executive compensation), entity points of contact, and other information. The information is reviewed and verified by SAM.gov, and then a UEI is issued. This process may take several weeks, so entities considering applying for funding should begin the registration process as soon as possible.

**Renewing an Existing Registration:** Entities must renew their SAM.gov registration every 12 months to keep it active. If an entity does not renew their SAM.gov registration, it will expire. An expired registration can delay or prevent the submission of an application for funding in Grants.gov and JustGrants.

Applicants are encouraged to start the SAM.gov registration or renewal process **at least 30 days prior to the application's Grants.gov deadline**. Applicants who fail to begin the registration or renewal process at least 10 business days prior to the Grants.gov deadline may not be able to complete the process in time and will not be considered for a technical waiver that allows for late submission.

### Submission Instructions: Summary

Applications must be submitted to DOJ electronically through a two-step process that begins in Grants.gov and is completed in JustGrants. See [Basic Information: Key Dates and Times](#) for the Grants.gov and JustGrants application deadlines.

- **Step 1:** The applicant must submit the required [Application for Federal Assistance SF-424](#) by the Grants.gov deadline.
- **Step 2:** The applicant must submit the full application, including attachments, through JustGrants by the deadline (see [JusticeGrants.usdoj.gov](#)).

### Submission Step 1: Grants.gov Submission of SF-424

#### Access/Registration

If the applicant does not already have a Grants.gov account, they will need to register for this opportunity in Grants.gov. Applicants should follow the Grants.gov [Quick Start Guide for Applicants](#) to register, create a workspace, assign roles, submit an application, and troubleshoot issues.

## Submission of the SF-424

Applicants will begin the application process in Grants.gov with the submission of the SF-424, which collects the applicant's name, address, and UEI; the funding opportunity number; and proposed project title, among other information. The SF-424 must be signed by the Grants.gov Authorized Organizational Representative for the applicant.

See the [Application Resource Guide](#) for additional information on completing the SF-424.

**Section 8F – Applicant Point of Contact:** Please include the name and contact information of the individual **who will complete the application in JustGrants**. JustGrants will use this information (*i.e.*, email address) to assign the application to this user in JustGrants.

**Section 19 – Intergovernmental Review:** This funding opportunity is not subject to [Executive Order \(E.O.\) 12372](#) (Intergovernmental Review). Applicants should answer section 19 by selecting, "Program is not covered by E.O. 12372."

**An applicant should submit the SF-424 as early as possible and recommended not later than 48 hours before the Grants.gov deadline.** If an applicant fails to submit the SF-424 in Grants.gov by the deadline, they will be unable to submit their application in JustGrants.

Once the first part of the application has been successfully submitted in Grants.gov, the Grants.gov Workspace status will change from "In Progress" to "Submitted." Applicants will also receive a series of four Grants.gov email notifications. Refer to the [DOJ Application Submission Checklist](#) for additional details.

If an applicant needs to update information in the SF-424 after it is submitted in Grants.gov, they can update the information as part of their JustGrants submission (see [Application Contents, Submission Requirements, and Deadlines: Standard Applicant Information](#)). They do not need to submit an update in Grants.gov.

## Submission Step 2: JustGrants Submission of Full Application Access/Registration

For first-time JustGrants applicants, once the application is received from Grants.gov, DOJ will send an email (from DIAMD-NoReply@usdoj.gov) to the email address listed in Section 8F of the SF-424 with instructions on how to create a JustGrants account. This email should arrive within 24 hours after confirmation from Grants.gov of the SF-424 submission.

Creating and setting up a JustGrants account consists of three steps:

1. Follow the instructions in the email to first confirm who will be the Entity Administrator (the person who manages which staff can access JustGrants on behalf of the applicant).
2. Log in to JustGrants and confirm the information in the Entity Profile.
3. Invite other individuals who will serve as the Application Submitter and the Authorized Representative for the applicant to register for JustGrants.

These steps should be completed in JustGrants as early as possible and recommended not later than 48 hours before the JustGrants deadline. Once registered in JustGrants, the Application Submitter will receive a link in an email to complete the rest of the application in JustGrants. Applicants can find additional information on JustGrants registration in the [DOJ Grant Application Submission Checklist](#).

## Preparing for Submission

Some of the required sections of the application will be entered directly into JustGrants, and other sections will require documents to be uploaded and attached. Therefore, applicants should allow enough time before the JustGrants deadline to prepare, enter, and upload all the requirements of the application.

Applicants may save their application in the system and add to or change the application as needed prior to hitting the “Submit” button at the end of the application in JustGrants. After the application deadline, no changes or additions can be made to the application. **OJP recommends that applicants submit the complete application package in JustGrants at least 48 hours prior to the JustGrants deadline.**

For additional information, including file name and type requirements, see the “How To Apply” section in the [Application Resource Guide](#).

## Standard Applicant Information

The Standard Applicant Information section of the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. The applicant will need to review the Standard Applicant Information in JustGrants and can make whatever edits are needed. Within this section, the applicant will need to add ZIP codes for areas affected by the project; confirm their Authorized Representative; and confirm the organization’s unique entity identifier, legal name, and address.

## Proposal Abstract

A proposal abstract (no more than 2,000 characters) summarizing the proposed project must be completed in the JustGrants web-based form. The text from abstracts will be made publicly available on the OJP.gov and USASpending.gov websites if the project is awarded, so this section of the application should not contain any personally identifiable information (e.g., the name of the project director).

The abstract should be in paragraph form without bullets or tables and written in the third person (e.g., they, the community, their, themselves, rather than I or we). The ECM abstract should include the following information:

- Formal name of the human trafficking task force.
- Description of the geographical area where task force activities will be focused.
- Legal name of both the law enforcement applicant and victim service provider applicant.
- Amount of federal funding requested by the law enforcement applicant and the victim service provider applicant.
- The number of human trafficking investigations and prosecutions each year for the jurisdiction in the past 3 years.
- The number of trafficking victims served by the victim service provider and funded partners each year in the past 3 years.
- The subrecipient(s)/partner organizations or entities, if known.
- Deliverables and expected outcomes (i.e., what the project will achieve).

See the [Application Resource Guide](#) for an [example](#) of a proposal abstract.

## Data Requested With Application

### Financial Management and System of Internal Controls Questionnaire (including Applicant Disclosure of High-Risk Status)

The Financial Management and System of Internal Controls Questionnaire helps OJP assess what financial management and internal control systems the applicant has in place, whether these systems would be sufficient to maintain a funding award, and the associated potential risks of an applicant as part of the pre-award risk assessment process. Every OJP applicant (other than an individual applying in their personal capacity, not representing an applicant organization) is required to complete the web-based form in JustGrants. See the [Application Resource Guide: Financial Management and System of Internal Controls Questionnaire \(Including Applicant Disclosure of High-Risk Status\)](#) for additional guidance on how to complete the questionnaire.

### Agency Funding Priorities Inventory

Applicants seeking priority consideration under the [Agency Funding Priorities](#) section should answer the inventory questions in their entirety in the web-based form in JustGrants.

### Proposal Narrative

**Format of the Proposal Narrative:** The Proposal Narrative will be submitted as an attachment in JustGrants. The attached document should be double-spaced, using a standard 12-point size font; have no less than 1-inch margins; have numbered pages; and should not exceed 25 pages. If the Proposal Narrative does not comply with these restrictions, OJP may consider such noncompliance in peer review and in final award decisions. Tables, charts, and graphs included in the Proposal Narrative can be created in a legible font smaller than 12-point; however, they will still count toward the page limit.

**Sections of the Proposal Narrative:** The Proposal Narrative must include the four sections listed below. If the applicant seeks priority consideration, the Proposal Narrative must state which priority goal(s) the applicant's project will advance and describe how (see section, [Agency Funding Priorities](#) under Program Description).

**1. Description of the Need:** What critical issue or problem is the applicant proposing to address with this project? Please include:

- A brief explanation of the need, gap, or issue to be addressed by the proposed project. Describe the problem of trafficking within the targeted geographic area, what is known and unknown about the problem, current efforts to identify trafficking victims, and gaps in the response to trafficking. Applicants must address both sex and labor trafficking.
- Describe previous or current attempts to respond to human trafficking in the geographic area, including documentation of the number of trafficking victims served during the past 3 years. At a minimum, applicants must identify the total number of victims they previously identified and served, and the types of victims assisted (sex and/or labor trafficking victims).
- Supporting information, data, or evidence to demonstrate the challenges of identifying, investigating, and prosecuting human trafficking (both sex and labor) within the targeted geographic area. Cite data sources, which could include local, state, and federal data regarding investigations, prosecutions, and the number of individuals identified as

victims of human trafficking in the proposed geographic area; and data from victim service providers, survivors, or other local stakeholders.

- Describe current efforts and challenges to address the service needs of trafficking survivors in the geographic area.

**2. Project Goals and Objectives:** How will the proposed project address the need identified and address the purpose of the NOFO? Please include:

- Project goals (broad, visionary statements on what the applicant hopes to accomplish).
- Project objectives (specific outcomes the applicant plans to achieve through project activities).
- How the applicant's goals and objectives relate to the goals and objectives of the NOFO.
- How the proposed project will enhance the community's response to labor trafficking.

**3. Project Design and Implementation:** How will the applicant implement project activities that meet the goals and objectives? Please:

- Describe the task force's membership, leadership, and structure (existing or planned); and identify representation from stakeholders. Name specifically both the designated prosecution entity and law enforcement partners. If one is not identified, then describe the plan to work with relevant partners and how those partners will receive support and be connected with the ECM task force cases.
- Describe how the task force coordinator/director will be funded and how they will communicate and coordinate all task force activities across all task force partners. The individual or proposed position performing these responsibilities should be clearly indicated as "Task Force Coordinator or Director" within the budget (and is required to be a full-time position).
- Identify specific services that will be provided with grant funds and by whom, if not the applicant.
- Describe how the ECM task force currently handles, or plans to handle, trafficking tips, investigations, and prosecution of cases, including—
  - the number, sources, and types of trafficking tips and a summary of the kinds of cases received and prosecuted in the past 3–5 years.
  - how tips related to human trafficking are or will be investigated.
  - how victims are referred for services across partners.
  - staffing plans for both service provision and law enforcement, including the organizational unit from which investigative or prosecutorial efforts are/will be based.
  - training needs in relation to human trafficking investigations and case development.
  - any current or planned strategies and outreach that the key task force partners will use to increase identification of victims of all forms of human trafficking.
  - how survivors inform or are integrated into ECM task force efforts.
  - a list of any existing protocols that address multidisciplinary approaches across partners that involve key stakeholder input and/or describe the plan for developing and implementing protocols throughout the task force.
  - **Category 2 applicants (and Category 3, if applicable):** Describe what your ECM Task Force has done to increase victim identification and service provision;

provide specific examples from past OVC ECM funded efforts. Describe a time both lead partners adapted or shifted approach as a result of implementing this multidisciplinary approach.

- **Category 3 applicants (only):** Describe any current staffing and coordination efforts between the lead victim service provider applicant and other service providers to coordinate service delivery across the state. Similarly, describe the staffing and coordination structure between the lead law enforcement applicant and other law enforcement partners across the state (local, state, Tribal, and federal) and how cases are referred for prosecution.
- Describe how victim safety and confidentiality will be ensured during victim identifications, investigations, and service delivery.
- Describe plans for delivering training to task force partners to ensure that they are prepared to identify and refer victims to appropriate services and investigate and prosecute cases with a victim-centered, survivor- and trauma-informed approach.
- Describe, if applicable, any overlap or coordination with other OVC-funded anti-trafficking programs or other federally funded efforts and how the proposed project is not duplicative and targets identified gaps. Explain other non-federally funded local-, regional-, or state-led human trafficking task forces or initiatives and how the OVC-funded ECM task force will be integrated or receive support from these other efforts. See required [Attachment for a Task Force Organizational Chart](#).

**4. Capabilities and Competencies:** What administrative and technical capacity and expertise does the applicant bring to successfully complete this project? Please:

- Demonstrate that the individuals and organizations identified have the capacity and training to implement project activities, including the expertise necessary to investigate and prosecute trafficking crimes, provide services to human trafficking victims, provide training to task force partners, and work collaboratively as a member of a multidisciplinary team.
- Identify the key individuals and organizations involved in the proposed project.
- Demonstrate the capacity and expertise of lead and proposed project partners to respond to labor trafficking.
- Describe the applicant's experience managing federal grants and document their administrative and financial capacity to manage them. If the applicant has other grants for providing services to victims of human trafficking, the applicant must describe the scope of each and how activities and data collection on these projects will be tracked separately to avoid duplication.

**Project Evaluations:** An applicant that proposes to use award funds to conduct project evaluations must follow the guidance in the "[Note on Project Evaluations](#)" section in the [Application Resource Guide](#).

### **Budget and Associated Documentation: Budget Detail Form**

The applicant will complete the JustGrants budget detail form. The form collects the individual costs under each cost category needed to implement the proposed project. Applicants should ensure that the name/description of each cost is clear and provide the detailed calculation (e.g., cost per unit and number of units) for the total cost. Applicants should enter additional narrative,



as needed, to fully describe the cost calculations and connection to the project goals and objectives (including, if applicable, describing connections to OJP priority goals).

Budget proposals should include the funding needed to implement the proposed activities. In preparing their budget proposals, applicants should consider what types of costs are allowable, if awarded funding. Costs are allowable when they are reasonable, allocable to, and necessary for the performance of the project funded under the federal award and when they comply with the funding statute and agency requirements, including the conditions of the award and the cost principles set out in [2 C.F.R. Part 200, Subpart E](#) and the [DOJ Grants Financial Guide](#).

OVC permits applicants proposing to implement victim services programs to allot a portion of their budget for assessment or evaluations activities.

ECM applicant partners may apply for any award amount within the specified allowable range for their Category, but the combined amount of both ECM partner budgets may not exceed the maximum allowed per task force for that Category.

Funds awarded through this program support costs for the following key program activities: task force leadership and coordination, personnel and related travel for investigations and prosecutions, crime and intelligence analysis, direct victim services, training, community outreach, and ongoing data collection and program assessment.

The applicant should reflect the elements listed below in the web-based budget and narrative:

- Victim Service Providers  
Priority within the budget should reflect sufficient funding dedicated to the provision of services, either directly or through project partners. Specific services should be clearly outlined within the budget line items.
- Law Enforcement Agencies  
Priority within the budget should reflect sufficient funding for personnel (positions funded 100 percent with overtime funds are discouraged) to support law enforcement investigations and prosecutions, to include outreach and analytical and intelligence functions that directly support human trafficking cases.

If equipment and supplies are proposed, applicants must demonstrate a clear connection to supporting victim-centered and trauma-informed approaches to victim identification, service delivery, and investigations/prosecutions. Additional justification for equipment or supplies may be required post-award.

- All Recipients
  - Travel for trainings: As required by OVC, task force grantees should budget to send key grant-funded and task force leadership staff (e.g., task force coordinator, lead law enforcement representative, prosecutor, and lead victim service provider) to up to three 2-day training events focused on improving task force operations and coordination, including victim identification, service delivery, investigations, and prosecution (locations to be determined) over the 36-month project. Travel proposed to non-OJP sponsored training or professional development events will be considered but will require prior approval from OVC.
  - Administrative costs: Costs related to the salary and fringe benefits of executive-level leadership and accounting/financial administration. Administrative costs must be reasonable and allocable.

**Funding Restrictions:** The following activities cannot be supported with grant funds.

- **Holding Beds:** Grantees may not “hold beds” in a housing facility by charging their cost to the grant and keeping them empty until a victim needs the bed, when other victims need access to the beds, as this would be considered an unallowable contingency payment (see 2 C.F.R. 200.433 (c)).
- **Stipends/Incentives To Participate in Services:** Neither cash nor non-cash stipends or incentives may be paid to victims **to encourage their participation** in services. Non-cash stipends (e.g., taxi or ride share vouchers, public transportation tickets or tokens, childcare services, or gift cards for meals that are necessary when participants receive services) are allowable.
- **Cash Assistance:** Grantees may not provide direct cash assistance to victims of human trafficking. Limited and controlled use of gift cards to meet the urgent and short-term needs of victims of human trafficking is allowable.
- **Purchase of Vehicles:** Grantees may not purchase vehicles, but vehicle lease or rentals may be allowed with sufficient justification.
- **Primary Prevention Activities:** Per 22 U.S.C. § 7105(b)(2), the purpose of this funding is to support victim service programs; therefore, applicants should not propose primary prevention activities under this program.
- **Promotion of Prostitution:** Per, 22 U.S.C. § 7110(g)), the following statutory language applies to all awards under this NOFO:
  - **Restriction on programs:** No funds made available to carry out this chapter, or any amendment made by this chapter, may be used to promote, support, or advocate the legalization or practice of prostitution. Nothing in the preceding sentence shall be construed to preclude assistance designed to promote the purposes of this Act by ameliorating the suffering of, or health risks to, victims while they are being trafficked or after they are out of the situation that resulted from such victims being trafficked.
  - **Restriction on organizations:** No funds made available to carry out this chapter, or any amendment made by this chapter, may be used to implement any program that targets victims of severe forms of trafficking in persons described in section 7102(9)(A) of this title through any organization that has not stated in either a grant application, a grant agreement, or both that it does not promote, support, or advocate the legalization or practice of prostitution. The preceding sentence shall not apply to organizations that provide services to individuals solely after they are no longer engaged in activities that resulted from such victims being trafficked.

Pursuant to the statute above, OVC requires grantees under this program to agree to the following award condition: *Recipient certifies that it does not promote, support, or advocate the legalization or practice of prostitution, nor will it*



*use grant funds or program match funds to promote, support, or advocate the legalization or practice of prostitution.*

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

**Costs Associated With a Conference/Meeting/Training:** An applicant that proposes to use award funds for activities related to a conference, meeting, training, or similar event should review the [Application Resource Guide](#) for information on prior approval, planning, and reporting costs for a conference/meeting/training.

**Costs Associated With Language Assistance and Access:** If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency is allowable under this grant program. Costs to provide reasonable accommodation and facilitate language access for individuals who are deaf or hard of hearing may also be allowable in specific grant programs. See the [Application Resource Guide](#) for information on costs associated with language assistance.

For additional information about how to prepare a budget for federal funding, see the [Application Resource Guide](#) section on “[Budget Preparation and Submission Information](#)” and the technical steps to complete the budget form in JustGrants in the [Complete the Application in JustGrants: Budget](#) training.

## **Budget and Associated Documentation: Budget/Financial Attachments**

**Indirect Cost Rate Agreement (if applicable):** An applicant with a current, federally approved indirect cost rate agreement should upload it as an attachment in JustGrants.

Indirect costs are costs of an organization that are not readily assignable to a particular project but are necessary for the operation of the organization and the performance of the project. Examples of costs usually treated as indirect include those incurred for operation and maintenance of offices or workspaces and salaries of administrative or support staff. The requirements for the development and submission of indirect cost proposals and cost allocation plans are listed in Appendices III–VII of 2 C.F.R. Part 200. A non-federal applicant should follow the guidelines applicable to its type of organization. See the [DOJ Grants Financial Guide](#) and the [OJP Grant Application Resource Guide](#) for additional information on indirect cost rate agreements.

**Consultant Rate (if applicable):** OJP has established maximum rates for consultants; see the “Listing of Costs Requiring Prior Approval” section of the [DOJ Grants Financial Guide](#) for more information. If an applicant proposes a rate for a consultant on their project that is higher than the established maximum rate and receives an award, then the award recipient must submit a document requesting approval for the rate and cannot incur costs at the higher rate without prior OJP approval. The award recipient must provide justification for why the proposed rate is higher than the established maximum rate, such as why the rate is reasonable and consistent with that paid for similar services in the marketplace.

**Limitation on Use of Award Funds for Employee Compensation for Awards Over \$250,000; Waiver (if applicable):** If an applicant proposes to hire employees with federal award funds, for any award of more than \$250,000, the recipient may not use federal funds to pay total

cash compensation (salary plus cash bonuses) to any employee of the recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. Applicants may request a waiver from this requirement by submitting the appropriate form. See the [Application Resource Guide](#) for information on the "Limitation on Use of Award Funds for Employee Compensation for Awards over \$250,000; Waiver."

**Disclosure of Process Related to Executive Compensation (if applicable):** An applicant that is a nonprofit organization may be required to make certain disclosures relating to the processes it uses to determine the compensation of its officers, directors, trustees, and key employees. If applicable, the applicant will upload a description of the process used to determine executive compensation as an attachment in JustGrants. See the [Application Resource Guide](#) for information.

## Letters of Intent (LOI) and Task Force Memorandum of Understanding (MOU)

**Category 1** and **Category 3 New Statewide** applicants must submit Letters of Intent (LOIs) signed by the following individuals:

- The head of the applicant law enforcement agency.
- The head of the applicant victim service organization.
- A representative of at least one federal law enforcement agency—Homeland Security Investigations (HSI) or the Federal Bureau of Investigation (FBI)—with jurisdiction over the proposed geographic region of the task force.
- Depending upon the lead applicant, a representative from the proposed designated prosecution partner or law enforcement partner that will support the ECM task force.

The LOI must demonstrate a commitment to active engagement and substantive participation in task force activities, if the application is funded. The LOI can be submitted jointly or separately.

If the proposed geographic area of the task force includes Tribal lands, applicants should also submit an LOI from a Tribal law enforcement agency, including Bureau of Indian Affairs (BIA) direct service law enforcement, BIA contract law enforcement, Tribal law enforcement, or another applicable law enforcement agency with jurisdiction within Tribal land.

**Category 2** and **Category 3 Previously OJP-Funded Statewide** applicants must submit a task force MOU that articulates the specific roles and responsibilities of each partner and the level of involvement each agency will have in the overall task force operations. At a minimum, the MOU should include the following information:

- Task force name.
- Roles and responsibilities of the law enforcement and victim service partners as task force co-leads AND a description of the services and work to be performed by each organization or partner.
- Purpose and commitment to the task force vision, mission, and objectives.
- Proposed time period for the collaborative work (3 years, beginning July 1, 2026, through June 30, 2029, or grant end date).
- Names of the organizations involved in the agreement and signatures from—

- the lead law enforcement agency;
  - the lead victim service provider;
  - the proposed designated prosecution or law enforcement partners that will support the ECM task force; and
  - federal law enforcement representation, preferably both FBI and HSI.
- Participation of HSI and FBI partners has been noted to assist in the overall success of OJP-funded task forces.

If the proposed geographic area of the task force includes Tribal lands, the MOU should also include a signature from Tribal law enforcement, including BIA direct service law enforcement, BIA contract law enforcement, Tribal law enforcement, or another applicable law enforcement agency with jurisdiction within Tribal land.

Failure to include an LOI or MOU (as described above) signed by all the required partners may impact peer review scores, award decisions, and/or award conditions.

**ALL** applicants are encouraged to seek an MOU signature from the United States Attorney's Office that has jurisdiction over the geographic region covered by the task force.

### Additional Application Components

The applicant should attach the additional requested documentation listed below in JustGrants.

- **Task Force Organizational Chart:** Submit an organizational chart that depicts how the task force is (or will be) structured and how it will integrate both sex and labor trafficking into overall task force operations and service delivery. The chart should outline key ECM task force leadership (including individual name, title, and organization) and identify prosecution and/or law enforcement partners; any subcommittees; and if applicable, connection to any existing local, state, or regional human trafficking task force that may impact or overlap with the ECM task force's identified target geographic area.
- **Curriculum Vitae or Resumes:** Provide resumes of key personnel who will work on the proposed project or a description of the experience and skills of key personnel necessary to implement the project.
- **Tribal Authorizing Resolution:** An application in response to this NOFO may require inclusion of Tribal authorizing documentation as an attachment. If applicable, the applicant will upload the Tribal authorizing documentation as an attachment in JustGrants. See the [Application Resource Guide](#) for information on Tribal authorizing resolutions.
- **Timeline:** Provide a timeline listing key activities and milestones, and the quarters during which they will take place.

### Disclosures and Assurances

The applicant will address the following disclosures and assurances.

**Disclosure of Lobbying Activities:** JustGrants will prompt each applicant to indicate if it is required to complete and submit a lobbying disclosure under 31 U.S.C. § 1352.

The applicant is required by law to complete and submit a lobbying disclosure form (Standard Form/SF-LLL) if it has paid or will pay any person to lobby in connection with the award for

which it is applying AND this application is for an award in excess of \$100,000. This disclosure requirement is not applicable to such payments by an Indian Tribe, Tribal organization, or any other Indian organization that are permitted by other federal law.

Lobbying means (for this requirement) influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress. See 31 U.S.C. 1352; 28 C.F.R. part 69. Note: Most applicants do not engage in activities that trigger this disclosure requirement.

An applicant that is not required by law (31 U.S.C. 1352) to complete and submit a lobbying disclosure, should enter “No.” By doing so, the applicant is affirmatively asserting (under applicable penalties) that it has nothing to disclose under 31 U.S.C. § 1352 with regard to the application for the award at issue.

**Disclosure of Duplication in Cost Items:** To ensure funding coordination across grantmaking agencies, and to avoid unnecessary or inappropriate duplication of grant funding, the applicant must disclose if it has any pending applications for federal funding, including pending applications for subawards of federal funds, for the same project and the same budget items included in this proposal. Complete the JustGrants Applicant Disclosure of Duplication in Cost Items form. See the [Application Resource Guide](#) for additional information.

**DOJ Certified Standard Assurances:** Review and accept the DOJ Certified Standard Assurances in JustGrants. See the [Application Resource Guide](#) for additional information.

**DOJ Certifications:** Review the DOJ document [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Coordination with Affected Agencies](#). An applicant must review and sign the certification document in JustGrants. See the [Application Resource Guide](#) for more information.

**Applicant Disclosure and Justification – DOJ High-Risk Grantees (if applicable):** If applicable, submit the DOJ High-Risk Disclosure and Justification as an attachment in JustGrants. A DOJ high-risk recipient is an award recipient that has received a DOJ high-risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible. See the [Application Resource Guide](#) for additional information.

## Submission Dates & Times

Refer to [Basic Information: Key Dates and Times](#) for the submission dates and times.

Applicants should submit their applications as early as possible and recommended not later than 48 hours before the deadlines. To be considered timely, the full application must be submitted in JustGrants by the JustGrants application deadline. Applicants will use the Certify and Submit feature in JustGrants to confirm that all required application components have been entered, which includes identifying the Authorized Representative for the applicant. Once the application is submitted, the Application Submitter, Authorized Representative, and Entity Administrator receive a confirmation email.

An applicant will receive emails after successfully submitting application components in Grants.gov and JustGrants and should retain all emails and other confirmations received from the SAM.gov, Grants.gov, and JustGrants systems.

## Experiencing Technical Issues Preventing Submission of an Application (Technical Waivers)

If an applicant misses a deadline due to unforeseen technical issues with SAM.gov, Grants.gov, or JustGrants, the applicant may request a waiver to submit an application after the deadline. OJP will only consider requests to submit an application via alternative methods or after the deadline when the applicant can document that there is a technical issue with a government system that was beyond their control and that prevents submission of the application via the standard process prior to the deadlines. Issues resulting from circumstances within the applicant's control, such as failure to begin the SAM.gov, Grants.gov, or JustGrants registration and application process in sufficient time, will not be considered.

Requests and documentation must be sent to the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov). Applicants should follow these steps if they experience a technical issue:

- 1. Contact the relevant help desk to report the issue and receive a tracking number.**

See [Basic Information: Agency Contact Information](#) for the phone numbers, email addresses, and operating hours of the SAM.gov, Grants.gov, and JustGrants help desks. Reports of technical issues to the help desk must occur **before** the application deadline.

If an applicant calls the help desk and experiences a long wait time, they can also email the help desk to obtain a tracking number. Tracking numbers are generated automatically when an applicant emails the applicable service desk, and for this reason, long call wait times for support do not relieve the applicant of the responsibility of getting a tracking number.

**2. If an applicant has technical issues with SAM.gov or Grants.gov, the applicant must contact the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov) within 24 hours of the Grants.gov deadline to request approval to submit after the deadline. The applicant's request will need to include:**

- A description of the technical difficulties experienced (provide screenshots, if applicable).
- A timeline of the applicant's submission efforts (e.g., date and time the error occurred, date and time of actions taken to resolve the issue and resubmit, and date and time support representatives responded).
- An attachment of the complete grant application and all the required documentation and materials (this serves as a "manual" submission of the application).
- The applicant's unique entity identifier (UEI).
- Any SAM.gov, Grants.gov, and JustGrants Service Desk tracking/ticket numbers documenting the technical issue.

**3. If an applicant has technical issues with JustGrants that prevent application submission by the deadline, the applicant must contact the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov) within 24 hours of the JustGrants deadline to request approval to submit after the deadline. See step 2 for the list of information the applicant must provide as part of its request.**

As a reminder: the waiver request will not be considered unless it includes documentation of attempts to receive technical assistance to resolve the issue prior to the application deadline. OJP will review each waiver request and the required supporting documentation and notify the applicant whether the request for late submission has been approved or denied. An applicant that does not provide documentation of a technical issue (including all information previously listed), or that does not submit a waiver request within the required time period, will be denied.

For more details on the waiver process, OJP encourages applicants to review the "Experiencing Unforeseen Technical Issues" section in the [Application Resource Guide](#).





## APPLICATION REVIEW

### Responsiveness (Basic Minimum Requirements) Review

OJP screens applications to ensure they meet the basic minimum requirements (BMR) prior to conducting the merit review. Following are the basic minimum requirements for this funding opportunity. If OJP determines that an application does not include these elements, it will not proceed to merit review and will not receive any further consideration.

- Two separate applications have been submitted on behalf of the task force—one from the lead victim service provider partner and one from the lead law enforcement partner. If one entity proposes to apply as both victim service provider and law enforcement partners (such as a state government), two applications must be submitted.
- The requested award amount does not exceed the award ceiling.
- The application is responsive to the scope of the NOFO.
- The following application elements are included:
  - SF-424 (Grants.gov)
  - Proposal Narrative (JustGrants)
  - Budget detail form, which includes the budget items, their calculations, and explanation (JustGrants)

Applicants whose application fails to meet the BMR are provided notice (including an appropriate point of contact for questions) within a few weeks after the submission due date.

### Merit Review Criteria

#### Peer Review Criteria

Applications that meet the basic minimum requirements will be evaluated for technical merit by peer reviewers based on how the proposed project/program addresses the following criteria:

- **Statement of the Problem/Description of the Issue (20%):** What critical issue or problem the applicant is proposing to address with this project.
- **Project Goals and Objectives (15%):** How the proposed project will address the identified need and the purpose of the funding opportunity.
- **Project Design and Implementation (35%):** The strength of how the applicant will implement activities, including the soundness of the project design and how the activities align to the stated goals and objectives.
- **Capabilities and Competencies (15%):** The applicant's administrative and technical capacity to successfully complete this project.
- **Budget (5%):** Completeness and cost effectiveness.
- **Other (10%):** Task Force Organizational Chart, LOIs and MOUs

#### Programmatic and Financial Review Criteria

After the peer review, applications undergo additional programmatic and financial reviews. OJP staff may reach out to applicants during the programmatic or financial review if a submitted form is incomplete or needs to be updated. Note that OJP staff are not authorized to provide information on peer review scores or comment on programmatic, risk, or budget/financial reviews while the merit review is in progress.

In addition to BMR and peer review criteria, other important considerations for OJP include geographic coverage, strategic priorities (including, but not limited to, the priority areas already mentioned, if applicable), available funding, past performance, and the extent to which the budget detail form accurately explains project costs that are reasonable, necessary, and otherwise allowable under federal law and applicable federal cost principles.

Additionally, OJP will consider unobligated award balances of current anti-trafficking grantees.

## Risk Review

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, OJP also reviews information related to applicant risk. OJP assesses whether an applicant with one or more prior federal awards has a satisfactory record of performance, integrity, and business ethics, including by (among other things) checking whether the applicant is listed in SAM.gov as excluded from receiving a federal award.

Depending on the severity and nature of the risk factors, the risk assessment may result in the removal of an applicant from consideration or selection for award, or it may result in additional post-award conditions and oversight for an awarded applicant.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM.gov.

**Important Note on Responsibility/Qualification Data (formerly FAPIIS):** An applicant may review and comment on any information about its organization that currently appears in SAM.gov and was entered by a federal awarding agency. OJP will consider such comments by the applicant, in addition to the other information in SAM.gov, in its assessment of the risk posed by the applicant.

## Selection Process

All final award decisions will be made by the Assistant Attorney General, unless a statute explicitly authorizes award decisions by another official or there is written delegation of authority to another official. This official may consider not only peer review ratings and program office recommendations, but also other factors as indicated in the “Application Review” section to make final award decisions. For additional information on the application review process, see the [Application Resource Guide](#).





## AWARD NOTICES

### Federal Award Notices

For successful applicants, JustGrants will send a system-generated email to the Application Submitter, Authorized Representative, and Entity Administrator with information on accessing their official award package in JustGrants. The award package will include key information (such as funding amount and period of performance) as well as award conditions that must be followed. The Authorized Representative for the entity should accept or decline the award within 45 days of the notification. See the [Application Resource Guide](#) for information on award notifications and instructions.

Applicants not selected for an award will receive notification after all award recipients have been notified. OJP also provides unsuccessful applicants with a summary of peer reviewer comments.

### Future Funding Opportunities

OJP may, in certain cases, provide additional funding in future years to awards made under this funding opportunity through continuation awards. When making continuation award decisions, OJP will consider, among other factors, OJP's strategic priorities, a recipient's overall management of the award, and the progress of the work funded under the award.

Applications submitted under this FY 2025 funding opportunity may be funded in future fiscal years, dependent on, among other considerations, the merit of the applications and the availability of appropriations.



## POST-AWARD REQUIREMENTS AND ADMINISTRATION

### Reporting

All award recipients under this funding opportunity will be required to submit the following reports and data:

- Quarterly financial reports.
- Semi-annual performance reports.
- Final financial and performance reports.
- If applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions.

See the [Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measure data and the method for submitting reports in OJP's online systems. Future awards and fund drawdowns may be withheld if reports are delinquent, and in appropriate cases, OJP may require additional reports.

### Performance Measure Reporting

Award recipients are required to submit performance measure data in OVC's Performance Measurement Tool (PMT) and separately submit a semi-annual performance report in JustGrants. Applicants selected for an award will receive further guidance on post-award reporting processes.

### Program- and Award-Specific Award Conditions

OJP includes various conditions on its awards. These may include program-specific conditions, which typically apply to all recipients of a funding opportunity, and award-specific conditions, which are included to address recipient-specific issues (e.g., programmatic or financial risk). Recipients may view all conditions, and actions required to satisfy those conditions, in the award package in JustGrants.

### Administrative, National Policy, and Other Legal Requirements

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions and all applicable requirements of federal statutes and regulations, including the applicable requirements referred to in the assurances and certifications executed in connection with award acceptance. For additional information on these legal requirements, see the "Administrative, National Policy, and Other Legal Requirements" section in the [Application Resource Guide](#).

### Civil Rights Compliance

If a successful applicant accepts funding from OJP—as a recipient of OJP funding—that award recipient must comply with certain federal civil rights laws that prohibit the award recipient from discriminating on the basis of race, color, national origin, sex, religion, or disability in how it delivers its program's services or benefits and in its employment practices. The civil rights laws that may be applicable to the award include, but are not limited to, Title VI of the Civil Rights Act of 1964, the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, and Section 504 of the Rehabilitation Act of 1973. These and other federal civil rights laws

are discussed in greater detail on OJP's [Legal Overview—FY 2025 Awards](#) webpage under the “Civil Rights Requirements” section. Additional resources are available from the [OJP Office for Civil Rights](#).

Compliance with Federal civil rights and nondiscrimination laws is material to the government's decision to make any award and payment under this program, including for purposes of the False Claims Act, and each recipient will be required to certify (in its acceptance of the conditions of the award) that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable Federal civil rights or nondiscrimination laws.

See OJP's [Partnerships with Faith-Based and Other Neighborhood Organizations webpage](#) for specific information for faith-based organizations applying under this NOFO..

### **Financial Management and System of Internal Controls**

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See the [Application Resource Guide](#) for additional information.

### **Information Technology Security Clauses**

An application in response to this NOFO may require inclusion of information related to information technology security. See the [Application Resource Guide](#) for more information.

### **Other Reporting Requirements**

Applicants and recipients are required to notify OJP if you know that you or any of your organization's principals for the award transaction are presently excluded or disqualified (*i.e.*, debarred or suspended) or otherwise meet any of the criteria in 2 C.F.R. 180.335. Recipients must comply with requirements in 2 C.F.R. Part 180, as implemented by DOJ in 2 C.F.R. Part 2867, which, among other things, require recipients to check certain information sources and, in some cases, notify the federal awarding agency prior to the agency awarding federal funds via contracts or subawards.

If a recipient's award includes a federal share of more than \$500,000 over the period of performance of the award, then the award (per 2 C.F.R. 200.113) will include a condition that may require the recipient to report and maintain certain information (relating to certain criminal, civil, and administrative proceedings) in SAM.gov. See the [Reporting Requirements page](#) for more information.



## OTHER INFORMATION

### Information Regarding Potential Evaluation of Programs and Activities

OJP may conduct or support an evaluation of the projects and activities funded under this NOFO. For additional information on what should be included in the application, see the [Application Resource Guide](#) section “Information Regarding Potential Evaluation of Programs and Activities.”

### Freedom of Information and Privacy Act

See the [Application Resource Guide](#) for important information on the Freedom of Information and Privacy Act (5 U.S.C. §§ 552 and 552a).

Applicants are advised not to include any unnecessary personally identifiable information, sensitive law enforcement information, or confidential financial information with the application.

### Provide Feedback to OJP

See the [Application Resource Guide](#) for information on how to provide feedback to OJP.



## APPLICATION CHECKLIST

### OVC FY25 Enhanced Collaborative Model (ECM) Task Force to Combat Human Trafficking

This application checklist has been created as an aid in developing an application. For more information, reference the “[OJP Application Submission Steps](#)” in the [OJP Grant Application Resource Guide](#) and the [DOJ Application Submission Checklist](#).

#### SAM.gov Registration/Renewal

- Confirm that your entity’s registration in the System for Award Management (SAM.gov) is active through the NOFO period. Submit a new or renewal registration in SAM.gov, if needed (see [Application Resource Guide](#)).

#### Grants.gov Registration

- Acquire an Authorized Organization Representative (AOR) and a Grants.gov username and password (see [Application Resource Guide](#)).
- Acquire AOR confirmation from the E-Business Point of Contact (E-Biz POC) (see [Application Resource Guide](#)).

#### Grants.gov Opportunity Search

- Search for the funding opportunity in Grants.gov using the opportunity number, assistance listing number, or keyword(s).
- Select the correct Competition ID.
- Access the funding opportunity and application package (see Step 7 under “[OJP Application Submission Steps](#)” in the [Application Resource Guide](#)).
- Sign up for Grants.gov email notifications (optional) (see [Application Resource Guide](#)).

#### Funding Opportunity Review and Project Planning

- Review all sections of the NOFO.
- Confirm your entity is eligible to receive funding (see [Eligibility: Eligible Applicants](#)).
- Confirm your proposed budget is within the allowable limits (see [Basic Information: Funding Details](#)), includes only allowable costs (see [Application Contents, Submission Requirements, and Deadlines: Budget Detail Form](#)), and includes cost sharing if applicable (see [Eligibility: Cost Sharing/Match Requirement](#)).
- Review the performance measures for this funding opportunity and confirm you will be prepared to collect and report on this data (see [Program Description: Performance Measures](#)).
- Review the “[Legal Overview—FY 2025 Awards](#)” in the [OJP Funding Resource Center](#) and confirm you are prepared to follow the requirements.
- Read OJP policy and guidance on conference approval, planning, and reporting under “Listing of Costs Requiring Prior Approval” in the [DOJ Grants Financial Guide](#) or see the [Application Resource Guide](#).

#### Submission Step 1: Grants.gov

After registering with SAM.gov, submit the SF-424 in Grants.gov.

- Complete and submit the SF-424 by the deadline.
- Confirm Section 8F of the SF-424 lists the name and contact information of the individual **who will complete the application in JustGrants**.
- Confirm that, within 48 hours of your submission in Grants.gov, you receive four (4) Grants.gov email notifications:
  - A submission receipt
  - A validation receipt
  - A grantor agency retrieval receipt
  - An agency tracking number assignment
- If no Grants.gov receipt and validation email is received, or if error notifications are received, contact the OJP Response Center at [OJP.ResponseCenter@usdoj.gov](mailto:OJP.ResponseCenter@usdoj.gov) OR Grants.gov Customer Support Hotline at 800-518-4726, 606-545-5035, or [support@grants.gov](mailto:support@grants.gov) regarding technical difficulties (see the [Application Resource Guide](#) section on “[Experiencing Unforeseen Technical Issues](#)”).
- Confirm that, within 24 hours after receipt of confirmation emails from Grants.gov, the individual listed in Section 8F of the SF-424 receives an email from JustGrants with login instructions.

## Submission Step 2: JustGrants

- Complete the following information:
  - Entity and User Verification (first-time applicants)
  - Standard Applicant Information
  - Proposal Abstract
  - Financial Management and System of Internal Controls Questionnaire (see [Application Resource Guide](#))
  - Agency Funding Priorities Inventory
- Upload the Proposal Narrative.\*
- Complete the budget detail form.\*
- Upload other budget/financial attachments, as applicable.
- Upload additional application components, as applicable.
- Complete the required disclosures and assurances:
  - Disclosure of Lobbying Activities and submission of SF-LLL, if prompted by the system
  - Disclosure of Duplication in Cost Items
  - DOJ Certified Standard Assurances
  - Applicant Disclosure and Justification – DOJ High-Risk Grantees
- Complete the required DOJ Certification on Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Coordination with Affected Agencies.

***\*Note: Items designated with an asterisk must be submitted for an application to meet the basic minimum requirements review. If OJP determines that an application does not include the designated items, it will neither proceed to peer review nor receive further consideration.***

## JustGrants Review, Certification, and Application Submission

- Address any validation errors displayed on screen after attempted submission, then return to the “Certify and Submit” screen to submit the application.
- Note the confirmation message at the top of the page. Users will also receive a notification in the “bell” alerts confirming submission.
- If you do not receive an application submission confirmation email or validation from JustGrants, or if you receive an error notification, please contact the JustGrants Service Desk at 833-872-5175 or [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov). See the [Application Resource Guide](#) for additional information.

## Appendix: Examples of Generally Statutorily Allowable Uses of Funds

Type of Service	Service Provision Terms
Information and Referral	<ul style="list-style-type: none"> <li>Information about the criminal justice process</li> <li>Information about victims' rights, how to obtain notifications, etc.</li> <li>Referral to other victim service programs</li> <li>Referral to other services, supports, and resources</li> <li>Information about substance use disorder treatment and support</li> <li>Referral to substance use disorder treatment and support</li> </ul>
Personal Advocacy/Accompaniment	<ul style="list-style-type: none"> <li>Victim advocacy/accompaniment to emergency medical care or forensic exam</li> <li>Law enforcement interview advocacy/accompaniment</li> <li>Individual advocacy (e.g., assistance in applying for public benefits or other low-cost alternatives)</li> <li>Performance of medical or nonmedical forensic exam or interview, or medical evidence collection</li> <li>Intervention with employer, creditor, landlord, or academic institution</li> <li>Child or dependent care assistance</li> <li>Transportation assistance</li> <li>Interpreter services</li> <li>Family reunification</li> </ul>
Emotional Support, Safety, and Health Services	<ul style="list-style-type: none"> <li>Crisis intervention</li> <li>Hotline/Crisis line counseling</li> <li>On-scene crisis response</li> <li>Individual therapy/mental health services</li> <li>Support groups</li> <li>Other therapy (e.g., traditional or alternative healing)</li> <li>Emergency financial assistance</li> <li>Provision of emergency medical care</li> <li>Provision of long-term, non-therapeutic medical care (with prior approval of OVC)</li> <li>Dental services</li> <li>Substance use disorder services</li> <li>Protection/Safety planning</li> <li>Case management</li> </ul>
Shelter/Housing Services	<ul style="list-style-type: none"> <li>Emergency shelter or placement</li> <li>Transitional housing</li> <li>Relocation assistance</li> <li>Rapid rehousing</li> <li>Rental assistance</li> <li>Host homes</li> <li>Other shelter/housing</li> </ul>



Criminal/Civil Justice System Assistance	<ul style="list-style-type: none"><li>▪ Notification of criminal justice events</li><li>▪ Victim impact statement assistance</li><li>▪ Assistance with restitution</li><li>▪ Civil legal assistance</li><li>▪ Legal services (but only to the extent allowed under the DOJ Grants Financial Guide, Section 3.13 “Unallowable Costs” (“Legal Services for Aliens”))</li><li>▪ Law enforcement or prosecution interview advocacy/accompaniment</li><li>▪ Repatriation</li><li>▪ Public benefits law</li><li>▪ Criminal record relief (for a non-violent crime that is a direct result of being a trafficking victim)</li><li>▪ Victim’s rights representation</li></ul>
Education/Employment/Skill Building	<ul style="list-style-type: none"><li>▪ Education</li><li>▪ Job/Vocational training</li><li>▪ Job readiness</li><li>▪ Skill building (<i>i.e.</i>, life skills)</li></ul>