

Issue 002

January 2020

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# OVC TFMC

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◆ Building Organizational Financial Management Capacity ◆

RESPECT ◆ RESPONSE ◆ RESULTS

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## Message from the Project Director



**Sheree Hukill**  
TFMC Project Director

As we enter the new decade, I know many are setting intentions and planning for the months ahead. We are doing the same at the Tribal Financial Management Center. We are building our plan to connect with you and to share plain language resources. The newsletter is an opportunity for you to get to know us better and for us to share tools and upcoming events. We are attending NCAI, the OVC Tribal Consultation and the Oklahoma State Tribal Victim Services Providers Regional Roundtable Discussions. We are looking forward to visiting your communities and learning more about your programs.

**OVC Tribal Financial Management Center (TFMC) offers the following support:**

Training and Technical Assistance (Onsite and Virtual) ◆ Webinars  
Regional Training ◆ Resources and Tools ◆ Peer Learning Circles

[Click to Request Support from our Virtual Support Center](#)

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## Meet TFMC's Financial Specialists

TFMC has dedicated Financial Specialists available to provide grant financial management support, individualized technical assistance, and resources to OVC VSSA and CTAS applicants and grantees.



### Alicia Nevaquaya

- Member of the Choctaw Nation of Oklahoma.
- Professional cake decorator.
- Music lover.

### April Bird

- Enrolled member of the Eastern Band of Cherokee Indian Tribe.
- I often cook supper at my mom's for 40+ close relatives.
- I play in a 9-ball pool league. We finished 1<sup>st</sup> in the division and our team has an opportunity to play for a spot in an amateur pool tournament in Las Vegas, as the first all Native American team.



### Brandy Brush

- I toured solo through Europe for 2 months, visiting 7 different countries in the summer of 2019.
- I love the great outdoors especially wild camping, hiking, kayaking, and snowshoeing.
- I have 8 grandchildren and love spending time cooking and playing with them!

## Dee Dee Shelkey

- I lived in Mexico for 2 years and enjoyed experiencing and learning the history and culture firsthand.
- I ran a marathon. While I have crossed it off my bucket list, I do not wish to do it again.



## Karel Camara

- I enjoy decorating. I have an event design business and decorate for social and corporate events.
- I love to travel, but am very scared of planes.
- I love to dance.

## Maribel Martinez

- I have traveled to 29 countries.
- I climbed Mount Kilimanjaro.
- I am passionate about self-care.



## Paula Wojtkowski

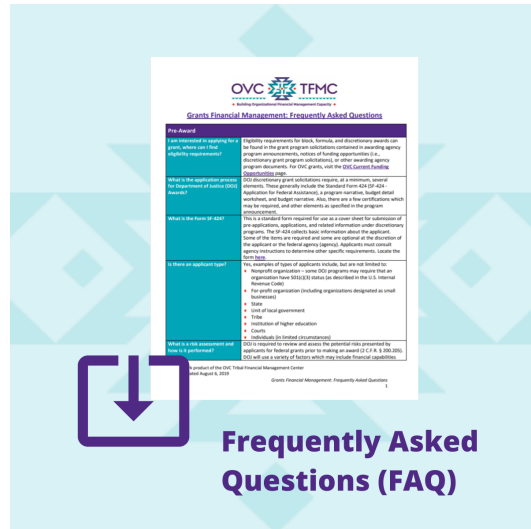
- Enrolled member of the Eastern Band of Cherokee Indian Tribe.
- I spent time in my youth as a fly-fishing guide.
- I am a US Navy Veteran.
- I can drive a bulldozer.
- I recently won a spooky story contest with our local paper for an excerpt from the first chapter of a longer novel I'm writing.

## Latest Tools and Resources

### Download the Grant Financial Management: Frequently Asked Questions PDF Resource

A concise and easy to follow resource compiled from the grants financial management questions received from tribal grantees.

Download



## Tools and Resources

### Access the playback for webinar content

- **Post-Award Grant Management** (November 2019) - Learn how to comply with grant agreements including when and how to submit administrative, financial, and audit reports; how to draw down grant funds; and our most frequently requested topic – how to execute budget modifications. [Access Playback.](#)
- **Overview of an Effective Financial Management System** (January 2020) - Learn how an effective and efficient financial management system enables accurate, current, and complete disclosure of financial information while providing for oversight and protection of federal funds. [Let us know you are interested in access by emailing our Virtual Support Center.](#)

### Additional:

- [OVCTFMC.org](#)
- [Virtual Support Center](#)
- [Financial Management Guide Sheets](#)
- [Links to DOJ and Federal grant requirements](#)

## Upcoming Events

## NCAI 2020 Executive Council Winter Session

February 10-13, 2020

Representatives from OVC TFMC will be attending and are available to meet. Please email [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org) to request a meeting if you will be there.

## OVC Tribal Consultation on Tribal Set-Aside Funding from the Crime Victims Fund

February 12, 2020

This event starts at 1:30 p.m. eastern. Those unable to attend in-person will have an opportunity to join one of two phone consultations. For full details, visit [the website here](#).

## TFMC Webinar: Direct and Indirect Costs (Cost Allocation Plan)

March 25, 2020

This event will start at 2:00 PM eastern (11:00 a.m. pacific) and will last approximately 1 hour in length. [More information will be listed here soon.](#)

Every April, OVC helps lead communities throughout the country in their annual observances of NCVRW - (April 19 - 25). This year's theme is Seek Justice | Ensure Victims' Rights | Inspire Hope.



## Self Care

### Welcome to our section on Self-Care!

The hustle and bustle of the end of the year is officially over! Will you decide to pursue a New Year's resolution, focus on demonstrating more gratitude, or continue living life as is? Here are a few ideas to intentionally live 2020 as the Best. Year. Ever.

Want to dive a little deeper? Check out [12 Ways to Get Motivated and Improve Your Fitness Level](#) or [A Mental Health Challenge That Could Improve Your Life](#).

Treat yourself well! You deserve it!

Download Handout

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## Reporting Requirements

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

### Reporting Quarter

January 1 - March 31  
April 1 - June 30  
July 1 - September 30  
October 1 - December 31

### Due No Later Than

April 30  
July 30  
October 30  
January 30

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

### Reporting Period

January 1 - June 30  
July 1 - December 31

### Due by (no later than 30 days after the end of the reporting period):

July 30  
January 30

**GMS Help Desk:** 888-549-9901

**GMS Email:** [GMS.HelpDesk@usdoj.gov](mailto:GMS.HelpDesk@usdoj.gov)

**Log into GMS:** <https://grants.ojp.usdoj.gov/gmsexternal>

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

### Reporting Period

January 1 – March 31  
April 1 – June 30  
July 1 – September 30  
October 1 – December 31

### Due by (no later than 30 days after the end of the reporting period):

April 30  
July 30  
October 30  
January 30

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

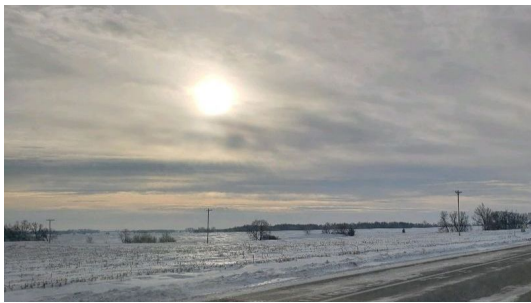
**OVC PMT Helpdesk Email:** [ovcpmt@usdoj.gov](mailto:ovcpmt@usdoj.gov)

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

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## Photos While On-Site

Pictured are a few of our TFMC team members visiting with the Turtle Mountain Band of Chippewa Indians in December 2019 and Sisseton Wahpeton Oyate in January 2020.



Photos used with permission from Brandy Brush, Paula Wojtkowski, Tara Ballesteros, and April Bird.

## Shared Wisdom

Download this Shared Wisdom as a desktop background:

[Standard Download](#) | [Widescreen Download](#)



### Contact the TFMC Virtual Support Center

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

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



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**Has your grant or financial point of contact recently changed?**

Reach out to [TFMC@OVCTFMC.org](mailto:TFMC@OVCTFMC.org).

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

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

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