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Issue 018

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◆ Building Organizational Financial Management Capacity ◆

RESPECT ◆ RESPONSE ◆ RESULTS

Tribal Financial Management Center Newsletter

A Note From the Project Director



As we step into spring, a season of renewal and growth, I wanted to take a moment to connect and share some exciting updates.

Thank you to everyone who participated in another round of Tribal Grants Financial Management Training (TGFMT). Your dedication to strengthening financial management skills is inspiring, and we look forward to seeing you again in future sessions as the Tribal Financial Management Center (TFMC) helps you manage your grant confidently.

The TFMC team would also like to thank many of you who shared your time, energy, and valuable insights with us over the

past several months. From brainstorming sessions in January and February with the Tribal Advisory Council to the Coordinated Tribal Assistance Solicitation (CTAS) orientation and, more recently, the Alaska 2025 regional gathering, your collaboration and engagement are invaluable and help us strengthen our support for tribal communities. We look forward to future in-person meetings to discuss improvements and continue this important work together!

As this spring brings new financial management opportunities and challenges, remember you are not alone. TFMC is here to support you with everything from [Federal Financial Reports \(FFR\)](#) and budget clearances to compliance and financial best practices. Whether you have questions, need guidance, or just want reassurance that you're on the right track, TFMC is here to help you navigate obstacles and find solutions. TFMC is committed to your success every step of the way, and we wish you all a season of growth and success!

Lanisha Bell, Project Director

TFMC Announcements

New Training Series: Journey in Grants Financial Management Essentials

TFMC is excited to offer a new training series **Journey in Grants Financial Management Essentials**. This interactive training series will enhance the financial management skills of Office of Justice Programs (OJP) and Office for Victims of Crime grant awardees.

Whether you're a new OVC grantee or an experienced recipient looking to strengthen your grant management skills, this training is ideal for those with grant or financial management responsibilities. Participants will gain expert guidance from OJP-trained subject matter experts and financial specialists. If you've completed the required Grants Financial Management Certification training, this session will deepen your understanding and provide valuable best practices. *(Please note: This series does not replace or fulfill the OJP grants financial management certification training requirement.)*

Session 1, Charting Your Path to Success, is on April 17, 2025, at 2 p.m. ET. Learn how to establish strong grant management processes by establishing key documentation, roles, and long-term strategies for compliance and continuity.

Don't miss this opportunity to enhance your grant management expertise! Register by April 15, 2025.

[Register for Session 1 Today](#)

New Tribal Grants Financial Management Training Certificate Graduates

Congratulations to our Cohort 6 Tribal Grants Financial Management Training (TGFMT) graduates! Your participation made our first certification training of 2025 a success. Graduates gained a stronger knowledge of 2 Code of Federal Regulations 200—Procurement, Subawards, Indirect Costs, Award Closeout, and Audit Requirements.

We are so grateful for the fantastic feedback from our recent graduates:

"This has to be the best Grants Financial Management Training I have been to. Thanks for all the wonderful resources!"

"Thank you for teaching the first-time grantees. Here's a purple heart for TFMC !"

If you missed this session, don't worry—Cohort 7 starts on April 22!

[Register for Cohort 7](#)

TFMC Coordinated Tribal Assistance Solicitation Orientation

Thank you to everyone who joined us for the Coordinated Tribal Assistance Solicitation Orientation (CTAS) orientation, January 14–15, in Seattle, WA. This orientation brought together 17 attendees from 10 different entities, including 12 Purpose Area 6 grantees. TFMC financial specialists provided technical assistance and covered topics such as budget clearance, budget modifications, FFRs, and financial policies and had in-depth discussions about indirect cost rates and agreements. In addition, grantees participated in financial training for certification. The orientation provided valuable guidance to support Purpose Area 6 grantees in navigating financial compliance and grant management.

Upcoming TFMC Onsite Open Office Hours

Have Questions?

Our dedicated TFMC specialists will host onsite open office hours to provide training and technical assistance on key topics, including Grant Award Modifications, preparing for enhanced desk reviews, preparing for an Office of Inspector General audit, budget modifications, and budget clearance for 2025 applications.

Upcoming Onsite Open Office Hours:

- **May 6–8, 2025:** Seattle, WA (location tentative)

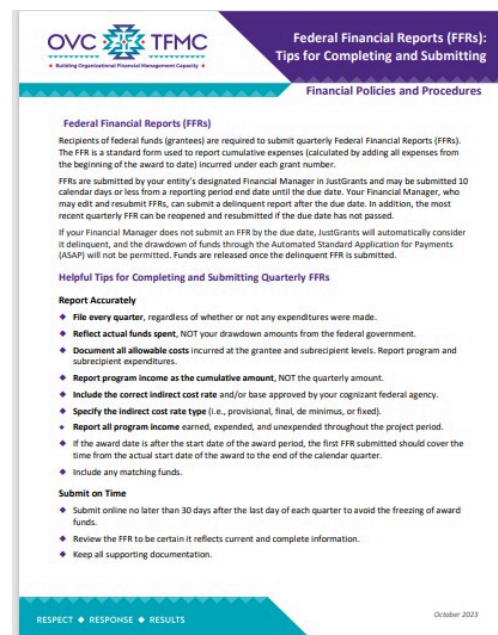
In addition to group sessions, our specialists are available for one-on-one meetings to address grantees' questions, provide resources, and collaborate on specific needs. We look forward to supporting you with the expertise and guidance you need to succeed.

If you would like to attend onsite open office hours, please email tfmc@usdoj.gov or schedule a virtual session to work on the financial aspects of your Office for Victims of Crime (OVC) awards.

Latest Tools and Resources

FFRs Made Simple: Stay On Track With Your Grant Reporting

Keeping up with Federal Financial Reports (FFR) doesn't have to be overwhelming! Whether you're new to the SF-425 or need a refresher, the [FFR Guide Sheet](#) breaks down key requirements, reporting timelines, and common pitfalls to avoid. Still have questions? The [Financial Reports FAQs](#) provide clear answers to frequently asked concerns. For a step-by-step walkthrough, check out OJP's YouTube video, [JustGrants Financial Reporting](#).



Staying compliant with grant reporting ensures continued funding and accountability—so take advantage of these resources today!

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

TFMC Spotlight

Meet Francine Andrew

For the past 3 years, Francine Andrew has been a driving force in strengthening the tribal justice system and supporting her community.

A key factor in Francine's success has been the support of TFMC, which she credits for making her work more efficient and impactful. She speaks highly of the invaluable training and resources TFMC provides, particularly the open office hours in Seattle, WA, which allowed her to gain best practices and strategies for effective grants management. This guidance has been instrumental in navigating the complexities of securing and utilizing funding to enhance tribal justice initiatives.



Additionally, her technical specialist played a crucial role in helping her develop stronger time management skills and guiding her through the process of creating a detailed budget—a skill that has been essential in securing and managing funding.

Starting as a tribal courts planner and now serving as both the tribal courts director and OVC coordinator for the Ohogamiut Traditional Council, Francine has dedicated herself to ensuring her people have access to a fair and effective tribal court system. Through her leadership, she has successfully passed four tribal court codes, completed a comprehensive tribal court assessment, and managed over half a million dollars in funding to strengthen judicial services.

Beyond her legal work, Francine is deeply committed to community service. She volunteers at a food bank operated by the Marshall Traditional Council, her tribe's sister community, ensuring families have access to essential resources.

However, her most pressing mission is establishing a women's shelter—a critical need in her region that she is determined to address, reinforcing her dedication to justice and support for those most vulnerable in her community.

The shelter serves as a vital lifeline for women in crisis. With OVC resources, Francine has created outreach materials, distributing brochures at clinics and community spaces to raise awareness about available services.

One of her greatest achievements has been directly assisting women by providing resources, emergency contacts, and even plane tickets to ensure their safety. Though proud of her impact, staffing remains a major challenge. For years, she managed everything alone, but with newly available resources, she can now build a team to establish a fully functioning tribal court and the much-needed women's shelter.

Looking ahead, Francine is excited about the future because she now has the resources to grow her team and expand her work. Her advice to anyone interested in the field of tribal justice and community service is simple but powerful: "The work might be hard, and you may not have a lot of resources, but don't let that stop you. Just keep going. Teach yourself, and things will get better in the long run."

Upcoming OVC Events

National Crime Victim's Rights Week 2025

April 6–12, 2025

Every April, OVC leads communities throughout the country in their annual observances of National Crime Victims' Rights Week (NCVRW).

This year's theme of KINSHIP is a call to action to recognize that shared humanity should be at the center of supporting all survivors and victims of crime. KINSHIP is a state of being with survivors that drives vital connections and increases access to services, rights, and healing. KINSHIP is where victim advocacy begins.

Sign up for OVC's [NCVRW Subscription List](#) to receive important NCVRW updates, including information about the release of the 2025 NCVRW Resource Guide materials.

OJP 2025 Financial Management Training

Managing federal grant funds can feel overwhelming, but you don't have to do it alone! OJP's financial management training seminars are designed to help grantees confidently navigate the financial administration of their OJP awards—whether discretionary or formula grants.

Led by experts from OJP's Office of the Chief Financial Officer, these in-person training sessions cover key topics such as budget management, financial reporting, allowable costs, and compliance with federal regulations. Training will be held from 8:30 a.m. to 5:00 p.m. ET at DOJ OJP in Washington, DC. Participant spots are limited. Please register promptly.

Register for an in-person session

Can't make it in person? No problem! You can complete the DOJ grants financial management online training at your convenience. This fulfills any training requirements associated with your grant. If you have any questions, please contact dojfinancialtraining@ojp.usdoj.gov.

JustGrants Virtual Q&A and Training Sessions

The JustGrants team facilitates weekly sessions with topic-specific training, direct technical assistance, and support on JustGrants system functionality.

[Register](#) for an upcoming session.

Reporting Requirements

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

<u>Reporting Quarter</u>	<u>Due No Later Than</u>
January 1 — March 31	April 30



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

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



Contact the TFMC Virtual Support Center

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

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

To change how you receive these emails [update your preferences](#).
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Contact the Virtual Support Center TFMC@usdoj.gov or 703-462-6900

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