

Frequently Asked Questions from the Fiscal Year (FY) 2022 Tribal Victim Services Set-Aside Program (TVSSA) Population Certification Webinar

1. Are there any changes to the Population Certification Form from FY 2021 to FY 2022?

The FY 2022 Population Certification process is the same as in FY 2021; there are no changes in requirements. If you applied in FY 2021 and the data is still accurate, you may resubmit the Population Certification Form from that application period. Please double-check the contact information and update, if necessary.

2. Why do we need to keep recertifying our populations each year?

The annual Population Certification process accomplishes two purposes. First, and most importantly, it signals to OVC which tribes intend to participate in the program each year. The population of tribes who participate changes from year to year, based on community needs, capacity to manage the award, and other factors that affect tribal leaders' decisionmaking. Secondly, tribes define their service population, and OVC wants to allow tribes the flexibility to determine who they will be serving with each year's award—whether it is to serve the total population of their service area, or a portion of their service area. The annual Population Certification process allows OVC to offer tribes the most flexibility possible about when and how the TVSSA grants funds are used in tribal communities.

As a reminder, if you applied in FY 2021 and the data is still accurate, you may resubmit the Population Certification Form from that application period.

3. Our tribe received funding last year. Can we contact OVC to verify if the previous Population Certification Form is still accurate?

Yes, you may send an email to OVCTribalSetAside@ojp.usdoj.gov and someone will be able to assist you. Please remember that the Population Certification is due by February 15th.

4. Due to COVID-19, our tribe is working with a limited number of staff and it may be difficult to turn in the form by the February 15th deadline. Can we request a short extension, if needed?

While OVC is willing to offer some limited flexibility to tribes who are struggling in the wake of COVID, it's important that we receive everyone's form as close to the deadline as possible so that we do not experience a significant delay in developing the formula allocations for all interested applicants. If you anticipate that you will not be able to

meet the February 15th deadline, please notify us at OVCTribalSetAside@ojp.usdoj.gov before the deadline. Please be sure to state in your message when you anticipate that you will be able to submit the certificate.

5. If we are a federally recognized tribe, do we need to submit a Tribal Resolution?

No, Tribal Resolutions are only required for tribal designees or consortia.

6. Does the Tribal Resolution have to be submitted along with the Population Certification Form, if we are submitting as a tribal designee, or with the completed application?

Yes, if you are a tribal designee or consortia, you must submit documentation of your authority to apply for the grant on behalf of each tribe listed on the Population Certification Form.

Tribal Resolutions must be submitted with the Population Certification Form by the February 15th deadline. If you anticipate that you will not be able to meet the deadline, please notify us at OVCTribalSetAside@ojp.usdoj.gov before the deadline. Please be sure to state in your message when you anticipate that you will be able to submit the Tribal Resolution(s).

7. How does OVC define a victim of crime and how do we know whether or not somebody would be eligible for services under an OVC-funded project? Is a victim required?

OVC generally defines a victim as “a person that has suffered direct physical, emotional, or pecuniary harm as a result of the commission of a crime” per the Victim Rights and Restitution Act, 34 U.S.C. § 20141(e)(2)(A)). However, when determining who is considered a victim of crime for your program, it is important that you use the definition that applies in your local jurisdiction and legal statutes.

TVSSA Funds can support the provision of services to all identifiable victims of any crime, including primary victims, and secondary victims. Victims are not required to file a police report in order to be eligible for services under the TVSSA Program. If a victim of crime contacts an OVC-funded crime victim services program seeking help, we encourage you to provide as many services to them as your program is able to provide, including referrals to other resources and providers.

8. Can we count the number of individuals who have received our services that are not enrolled in our tribe but a member of a federally recognized tribe elsewhere and who has received our services?

OVC expects its grantees to report accurate data regarding the total number of crime victims who are served with TVSSA funds. This means that grantees are expected to

provide accurate data on all victims of crime served by the program, regardless of their enrollment status, race, or ethnicity. TVSSA grantees are expected to allow victims to self-identify their racial and ethnic affiliations; and report that data as part of the program performance measurement data submitted to OVC. OVC does not, however, collect data on the tribal enrollment status of crime victims.

9. Similar question as above. In our tribal service areas—our areas are so remote, we are the only service providers—can we provide services to victims if they are not tribal members as well?

It is up to you who your victim service program will serve. If you want to include non-tribal members in your program services, you would want to include members outside the village or non-tribal members in your Population Certification.

10. If a tribe returns its own population certification during Phase 1 (for service area A), and has also authorized a consortium to apply and certify a population (for another service area B), are those two Phase 1 population certifications going to conflict? It seems like the FY 2022 guidance is less open to allowing non-duplicative consortium applications and tribe-specific applications, than was the case in FY 2019 and prior.

A tribe can only apply as either an individual tribe or as part of a tribal consortia; not both. If a tribe has questions about this, they can send questions to the email address OVCTribalSetAside@ojp.usdoj.gov.

The formula allocation for each tribe can be administered as the tribe chooses, however, only one award can be made per tribe.

11. The Population Certification Form does not have a signature line. Is the certifying official required to sign the document?

A signature is not required; only the certifying official's contact information. Please make sure that the contact information for the certifying official is accurate, as this individual will be contacted regarding Phase 2.

12. What is the latest guidance of population determination?

OVC suggests using a population number that is well-established for the applicant tribe and that there is a reasonable relation to the victim services that the tribe anticipates providing. OVC suggests that tribes use one of the following as the basis for their certification, but will accept others: the tribal resident population, tribal enrollment, or the service population.

13. What are the acceptable sources of data for determining our population for purposes of this victim services funding program?

Tribes may use a variety of information sources to document their population. For example, counts of enrolled members and citizens living in the geographic area to be

served; total population of Reservation (where there is a Reservation); and U.S. Census data are acceptable sources of population.

Reminder: If you applied in FY 2021 and the data is still accurate, you may resubmit the Population Certification Form from that application period.

14. Are tribal members living outside of the village included in the population data?

Yes, if they are going to receive services under the grant-funded project.

It is up to you who your victim service program will serve. If you want to include them in your program services, you would want to include members outside the village or non-tribal members in your Population Certification.

15. Will there be funds available in subsequent years; 2023, 2024, and 2025?

Every year that Congress authorizes a tribal set-aside under the Crime Victims Fund, this program will be available. While OVC cannot say with certainty what Congress will do in future years, we have no reason to expect that the tribal set-aside will be ended.

16. Any restrictions on when a tribe can submit a new application while currently using a tribal set-aside grant?

Any federally recognized tribe, designee, or consortia is eligible to apply, regardless of whether or not they had previous OVC funds (including remaining funds on current OVC awards), OVW funds, or other DOJ funds.

17. Where do I upload the Population Certification Form in JustGrants?

The form does not need to be uploaded to JustGrants. If you meet the eligibility requirements to apply, download and complete the Population Certification Form and submit the form to OVCTribalSetAside@ojp.usdoj.gov by 11:59 PM (Alaska Time) on Tuesday, February 15, 2022. Include "Population Certification Form" in the subject of your email.

See the link to the fillable PDF for the Population Certification Form
<https://ovc.ojp.gov/tribal/fy-2022-tvssa-population-certification-form.pdf>.