



Administration for Children and Families

Office of Family Violence Prevention Services

National Domestic Violence Hotline

HHS-2025-ACF-OFVPS-EV-0032

Application Due Date: 07/22/2025

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Funding Opportunity Title:

National Domestic Violence Hotline

Announcement Type:

Initial

Funding Opportunity Number:

HHS-2025-ACF-OFVPS-EV-0032

Assistance Listing Number:

93.592

Due Date for Applications:

07/22/2025

Executive Summary

Notice:

- You are strongly encouraged to read the entire notice of funding opportunity (NOFO) carefully and observe the application formatting requirements listed in [Section IV.2. Content and Form of Application Submission](#). For more information on applying for an award, please visit "Applying for an ACF Award" at <https://www.acf.hhs.gov/grants/how-apply-grant>.
- This NOFO uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow (Windows) or Command + Left Arrow (Mac) on your keyboard.

The Administration for Children and Families (ACF), Office of Family Violence Prevention and Services (OFVPS) administers the Family Violence Prevention and Services Act (FVPSA) grant programs and seeks to award one cooperative agreement to operate a National Domestic Violence Hotline (NDVH) to provide information and assistance to adult and youth victims/survivors of family violence, domestic violence, or dating violence including their dependents.

I. Program Description

Statutory Authority

The statutory authority for this funding opportunity announcement is 42 U.S.C.

§10413(d) of the Family Violence Prevention and Services Act.

Description**History and Purpose of the Family Violence Prevention and Services Act**

The Family Violence Prevention and Services Act (FVPSA) is the main federal funding source for emergency shelters that provide support services for domestic violence (DV), dating violence, and family violence victims/survivors and their children. The goal of FVPSA is to increase awareness of DV, prevent it, and provide shelter and services for adults, children, and youth nationwide. FVPSA funding aims to improve how DV providers respond to victims/survivors through training and technical assistance. FVPSA funding supports culturally specific and linguistically appropriate services for victims/survivors of domestic violence and

sexual assault. FVPSA funding also supports a National Domestic Violence Hotline for domestic violence and dating violence victims/survivors that is free and confidential; a national hotline for the hearing impaired that offers information and to ensure deaf advocates are available 24/7 to respond to those seeking help; a teen dating violence hotline that offers confidential support for teens, young adults and their loved ones seeking help, resources, or information related to healthy relationships and dating abuse; and a Native Helpline, the first national Native helpline for native victims/survivors of domestic violence. The Native helpline provides specialized supportive services to address the unique barriers often faced by Native survivors of intimate partner abuse including culturally specific and tribally based resources for American Indians and Alaska Natives.

Specifically, the FVPSA statutory purposes are to:

1. Assist states and Indian tribes in efforts to increase public awareness about, and primary and secondary prevention of domestic violence.
2. Assist states and Indian tribes in efforts to provide immediate shelter and supportive services for victims of domestic violence and their dependents.
3. Provide for a national domestic violence hotline.
4. Provide for technical assistance and training relating to domestic violence programs to states and Indian tribes, local public agencies (including law enforcement agencies; courts; and legal, social service, and health care professionals), nonprofit private organizations (including faith-based and charitable organizations, community-based organizations, and voluntary associations), tribal organizations, and other persons seeking such assistance and training.

In support of hotline services, FVPSA section 313(a) (42 U.S.C. §10413(a)) authorizes the HHS Secretary to award a grant to one or more private entities to provide for the ongoing operation of a 24-hour, national, toll-free telephone hotline to provide information and assistance to adult and youth victims of family violence, domestic violence, or dating violence, family and household members of such victims/survivors, and persons affected by the victimization. The Secretary shall give priority to applicants with experience in operating a hotline that provides assistance to adult and youth victims/survivors of family violence, domestic violence, or dating violence.

In order to ensure the safety of adult, youth, and child victims/survivors of family violence, domestic violence, or dating violence, and their families, FVPSA grant recipients and subrecipients shall protect the confidentiality and privacy of such victims/survivors and their families (45 CFR § 1370.4). FVPSA grant recipients and subgrant recipients shall not do the following:

1. Disclose any personally identifying information (as defined in 45 CFR § 1370.2) collected in connection with services requested (including services utilized or denied) through grant recipients' and subrecipients' programs.
2. Reveal any personally identifying information without informed, written, reasonably time-limited consent by the person about whom information is sought, whether for this program or any other federal, tribal or state grant program, including but not limited to, whether to comply with federal, tribal, or state reporting, evaluation, or data collection requirements.

3. Require an adult, youth, or child victim of family violence, domestic violence, or dating violence to provide a consent to release his or her personally identifying information as a condition of eligibility for the services provided by the grant recipient or subrecipient.

National Domestic Violence Hotline

A statutory purpose area of FVPSA requires the provision of a domestic violence hotline. Specifically, FVPSA statute section 10413 mandates the ongoing operation of a 24-hour, confidential, national, toll-free telephone hotline to provide information and assistance to adult and youth victims of family violence, domestic violence, or dating violence, and dependents of such victims/survivors; and persons affected by the victimization (42 U.S.C. § 10413). OFVPS shall give priority to applicants with demonstrated experience in operating a 24-hour hotline that assists adult and youth victims/survivors of family violence, domestic violence, or dating violence.

Any applications submitted in response to this NOFO must include a plan for the operation of the national domestic violence hotline including the following components:

- The training program for hotline personnel, including technology training to ensure that all persons affiliated with the hotline are able to effectively operate any technological systems used by the hotline.
- The hiring and supervision criteria, and qualifications for hotline personnel.
- A plan for ensuring adequate workforce capacity. This includes the process and method that will be taken to actively build and enhance the skills, training, knowledge and staffing ability to ensure the necessary capability to meet the current and future demands for operating a 24-hour hotline.
- A detailed plan to collect feedback from survivor contacts that includes the method and process for collecting feedback, analyzing the data effectively, and implementing actionable changes based on responses.
- The methods for creating, maintaining, and updating a resource database.
- A plan for publicizing the availability of the hotline.
- A plan for providing service to non-English speaking callers, including service through hotline personnel who have non-English language capability.
- A plan for facilitating access to the hotline by persons with hearing impairments.
- A plan for providing assistance and referrals to youth victims/survivors of domestic violence and for victims of dating violence who are minors, which may be carried out through a national teen dating violence hotline.
- Provide a services accessibility plan that demonstrates how the hotline will effectively serve all victims of domestic violence, including those with disabilities and elderly victims. The plan should focus on practical measures to ensure all victims can access needed services, with an emphasis on removing obstacles to access while maintaining efficient and effective operations.
- A demonstration of the applicant's expertise in the area of family violence, domestic violence, or dating violence and a record of 24-hour high-quality service provision to victims of family violence, domestic violence, or dating violence including, a demonstration of support from advocacy groups and state domestic violence coalitions.

- A demonstration of the applicant's capacity and expertise to maintain a domestic violence hotline and a comprehensive database of service providers; and a demonstration of their ability to provide information and referrals for callers; directly connect callers to service providers; and employ crisis interventions that meet the standards of family violence, domestic violence, and dating violence providers. Collect and incorporate feedback from state coalitions on service delivery.
- A demonstration of the applicant's commitment to services accessibility, culturally relevant services, and linguistically appropriate services with specific plans to ensure provision of services for all people.
- A demonstration that the applicant complies with nondisclosure requirements as described in section 10406(c)(5) of this title, follows comprehensive quality assurance practices; and contains such other information as the Secretary may require.

The primary purpose of the hotline is to provide 24-hour nationwide referrals to domestic violence shelters, outreach programs, social service agencies, programs that address the needs of children exposed to domestic violence, legal assistance agencies, economic self-sufficiency programs, and other related service providers. The hotline also provides contacts who are in need of immediate shelter or supportive services with a direct connection to a local domestic violence service provider.

Contacts to the national domestic violence hotline may range from requests for general reference information to urgent and life-threatening situations that require immediate crisis intervention. The national domestic violence hotline should be prepared to respond to the broad range of violence that occurs in the context of domestic violence, dating violence, sexual assault, and family relationships. The national domestic violence hotline also needs to be prepared to serve those affected by such abuse, i.e., relatives; children of victims and other family members; friends, neighbors, other concerned individuals; those seeking assistance with their abusive behavior; and the general public.

Definitions

Contact: For the purposes of this NOFO, “contact” is defined as a call, chat, or text. A “user” is defined as any person who makes contact. A “telephone” is defined as a communication device that permits two or more callers or users to engage in a transmitted analog, digital, short message service (SMS), cellular/wireless, laser, cable/broadband, internet, or voice-over internet protocol (IP) exchange, or other communications, including telephone, smartphone, chat, text, voice recognition, or other technological means that connects callers or users together.

Program Requirements

The National Domestic Violence Hotline will be required to support the operation of a national domestic violence hotline 42 U.S.C. §10413(a) to provide information and assistance to adult and youth victims of family violence, domestic violence, or dating violence; family and household members of such victims; and persons affected by the victimization.

According to 42 U.S.C. §10413 of FVPSA and 45 CFR § 1370.32 in establishing and operating a 24-hour national domestic violence hotline the grant recipient is required to:

- Contract with a carrier for the use of a toll-free telephone line to ensure there is a mechanism to respond to calls.

- Contract or develop a toll-free system to ensure there is a mechanism to respond for texts and chats.
- Employ, train (including providing technology training), and supervise personnel to answer incoming contacts (calls, texts, and chats), provide counseling and referral services for callers on a 24-hour-a-day basis, and directly connect callers to service providers.
- Assemble and maintain a database of information relating to services for adult and youth victims of family violence, domestic violence, or dating violence throughout the United States, including information on the availability of shelters and supportive services for victims of family violence, domestic violence, or dating violence, for caller referrals.
- Raise, enhance, and publicize the hotline throughout the United States through various channels, such as social media, television, public awareness campaigns, its website, written materials, etc.
- Provide assistance and referrals to meet the needs of underserved populations and individuals with disabilities.
- Provide assistance and referrals for youth victims of domestic violence and for victims of dating violence who are minors, which may be carried out through a national teen dating violence hotline. Customize referrals based on state, local, and tribal preferences and available resources.
- Provide appropriate assistance and referrals for family and household members of victims of family violence, domestic violence, or dating violence, and persons affected by the victimization described in subsection (a).
- At the discretion of the hotline operator, provide assistance, or referrals for counseling or intervention, to identified adult and youth perpetrators, including self-identified perpetrators, of family violence, domestic violence, or dating violence. The hotline operator shall not be required to provide such assistance or referrals in any circumstance where they fear the safety of a victim may be impacted by an abuser or suspected abuser.
- Deliver a comprehensive array of nationwide training and/or technical assistance to OFVPS grant recipients to expand the capacity of domestic violence programs to provide hotline helpline services for victims/survivors.

To serve the wide range of contacts effectively, the grant recipient must explain their documented history of effective work in providing 24-hour high-quality crisis intervention, safety planning, information and referral, advocacy, and counseling services to victims of family violence, domestic violence, and dating violence, and their children, family and friends; in providing information to abusers who are seeking assistance to address their abusive behavior; and in providing information to the general public through a toll-free hotline.

The staff must also understand the importance of using appropriate connections with local state and national resources to serve users. The productive working relationships and coordinated provision of services between the national domestic violence hotline, state and local hotlines, and other resource and resource providers directly benefiting the users that engage with national hotline for information, support, and resources. In addition, the national domestic violence hotline is expected to engage in collaborative efforts with other national hotlines that serve OFVPS constituents, such as the National Runaway Safeline, the National Indigenous Domestic Violence Hotline and the National Human Trafficking Hotline.

FVPSA performance progress data demonstrates the importance of online communications including chat, text, and utilization of websites for information on domestic violence and dating violence therefore, applicants that are able to provide and utilize services through these platforms will be positioned to respond to a broad range of people who reach out for assistance. In addition, as prevention efforts increase across FVPSA funded grant programs and services, especially with respect to adolescents and young adults, providing current information and resources that resonates with younger populations may help them seek support if they are in an abusive or unhealthy relationship and prevent first time acts of violence.

In order to ensure that the selected applicant is able to provide the depth and breadth of services of a national Hotline, there will be a preference to fund an applicant that has a long-standing, high-level, documented history of effective work operating a hotline that provides assistance to both adult and youth victims of family violence, domestic violence, or dating violence.

FVPSA Training and Technical Assistance Resource Network (The Network)

The National Domestic Violence Hotline will be a part of OFVPS FVPSA funded Network, a nationwide network composed of national resource centers, national hotline, national native helpline, capacity building centers, special issue resource centers, culturally specific special issue resource centers, and emerging issue capacity building centers focused on the intervention and prevention of family violence, domestic violence, and dating violence. The Network provides information, resources, training, and technical assistance to improve the capacity of individuals, organizations, governmental agencies, local communities, tribes, and tribal organizations, to prevent family violence, domestic violence, and dating violence, and to provide evidence-based and evidence-informed intervention services.

NOTE: Grant recipients will be bound by those provisions of the FVPSA that are generally applicable to all recipients of FVPSA funding, including, but not limited to, 42 U.S.C. §10406 (c)(1-3) and (c)(5).

II. Federal Award Information

Funding Instrument Type:

CA (Cooperative Agreement)

Estimated Total Funding:

\$16,989,375

Expected Number of Awards:

1

Award Ceiling:

\$16,989,375

Per Budget Period

Award Floor:

\$15,000,000

Per Budget Period

Average Projected Award Amount:

\$16,989,375

Per Budget Period

Anticipated Project Start Date:

09/30/2025

Length of Project Periods:

60-month project period with five 12-month budget periods

Additional Information on Project Periods and Explanation of 'Other'**Additional Information on Awards:**

Awards made under this funding opportunity are subject to the availability of federal funds.

If an application asks for more money than the award ceiling, it will not be considered for review or funding. Please see [Section III.3. Other, Application Disqualification Factors](#).

Description of ACF's Anticipated Substantial Involvement Under the Cooperative Agreement Award

This award will be a cooperative agreement. A cooperative agreement is an award instrument used when substantial involvement is anticipated between the awarding office and the grant recipient during performance of the contemplated project and extends beyond normal oversight and stewardship responsibilities and functions. All FVPSA hotline grant recipients are required to report on performance measures, provide updates on achievement, challenges, and improvement plans.

Through the cooperative agreement, OFVPS shall be responsible for the following:

- Provide significant guidance and consultation on project design and implementation to the primary grant recipient throughout the project period to ensure the successful implementation of the project and to improve the outcomes of the program.
- Propose and approve significant changes to the project scope, activities, and work plans.
- OFVPS will also approve any revisions to the work plan or structure of the approved project during each budget period. Additionally, OFVPS will approve significant project activities and changes to project plans.
- Review, provide feedback on, and approve the project scope, activities, and work plan for the projects including the structure and integrity of the resource center, in conjunction with grant recipient. This includes any changes to key personnel on the project.
- Monitor the answer rate, including the number of Contacts (Callers, Chatters, and Texters) received, the number of contacts answered, and the response time based on data provided by the grant recipient.
- Conduct regular reviews of submitted performance progress reports and evaluate both quantitative and qualitative data on service delivery to all Contacts (Callers, Chatters, and Texters), major activities, technical assistance, interpretation services, barriers and challenges.
- Convene monthly meetings to review and discuss progress made and performance measurement achievements or challenges, as well as plans to improve or maintain performance. Provide significant guidance on corrective action and improvement needed to ensure successful performance of hotline services.

- Review and approve final drafts of all updated or new materials, articles, major publications, and research reports that are developed and/or distributed with resources made available under this cooperative agreement.
- Be involved in the development of strategies for the implementation of the project.
- Participate in major project activities, such as advisory or other leadership committee meetings, conferences, topical meetings, trainings, or major project meetings.
- Inform the grant recipient in advance of HHS/ACF/OFVPS/FVPSA events/meetings/trainings where the grant recipient is expected to attend, facilitate, lead, or participate to share information about the implementation of their FVPSA grant award, FVPSA funded services, and FVPSA funded training and technical assistance.
- Keep grant recipients informed about HHS/ACF/OFVPS/FVPSA priorities.
- Organize frequent consultations, meetings, briefings, teleconferences, webinars, and other forums necessary to review current and planned activities, to share information, and to promote national coordination.

The respective responsibilities of OFVPS and the successful applicant will be identified and incorporated into the cooperative agreement of the award during the pre-award negotiations. It is anticipated that the cooperative agreement will not change the project requirements for the grant recipient awarded under this announcement.

III. Eligibility Information

III.1. Eligible Applicants

To be eligible to receive a grant to establish or maintain a National Domestic Violence hotline under FVPSA, 42 U.S.C. §10413(d), eligible entities shall be: A nonprofit private organization that can demonstrate the following:

- Has recognized expertise in the area of family violence, domestic violence, or dating violence, and has a record of high-quality service to victims of family violence, domestic violence, or dating violence, including a demonstration of support from advocacy groups and state domestic violence coalitions.
- Demonstrate the capacity and the expertise to maintain a 24-hour domestic violence hotline and a comprehensive database of service providers (42 U.S.C. §10413(a)).
- Demonstrate the ability to provide information and referrals for contacts (calls, text, chats); directly connect contacts to service providers; and employ crisis interventions meeting the standards of family violence, domestic violence, and dating violence providers.
- Demonstrate that the applicant has a commitment to accessibility and to the provision of services to underserved populations, including to ethnic, racial, and non-English speaking minorities; older individuals; and individuals with disabilities.
- Demonstrate that the applicant complies with FVPSA statutory requirements with respect to nondisclosure of confidential and private information collected during the course of the project, whether from staff or project participants and/or project beneficiaries.
- Contain such other information as the Secretary may require.

Individuals, including sole proprietorships, and foreign entities are not eligible. See [Section III.3. Other, Application Disqualification Factors](#).

Faith-based and community organizations that meet the eligibility requirements are eligible for awards under this funding opportunity.

Reference to Legal Status

See [Section IV.2. Legal Status of Applicant Entity](#) for documentation required to support eligibility.

III.2. Cost Sharing or Matching

Cost Sharing / Matching Requirement:

No

For more information see Commitment of Non-Federal Resources at <https://www.acf.hhs.gov/grants/prepare-budget>.

III.3. Other

Application Disqualification Factors

Applications from individuals (including sole proprietorships) and foreign entities are not eligible and will be disqualified from the merit review and funding under this funding opportunity.

Award Ceiling Disqualification

If an application asks for more money than the award ceiling, it will not be considered for review or funding.

Required Electronic Application Submission

ACF requires electronic submission of applications at Grants.gov. **Paper applications are not allowed unless they have prior approval.**

You may contact ACF for an exemption if you do not have an internet connection or sufficient capacity to upload large documents to the internet. Please see the [ACF Policy for Requesting an Exemption from Electronic Application Submission](#) for more information.

Missing the Application Deadline (Late Applications)

Electronic applications must be submitted through Grants.gov by 11:59 pm ET on the due date listed in the Overview and in [Section IV.4. Submission Dates and Times](#). Applications submitted after 11:59 pm ET on the due date, as indicated by a dated and time-stamped email from Grants.gov, will be disqualified from review and funding.

Applications which fail their Grants.gov validation check will not be received or acknowledged by ACF. If you submit the same application for the same NOFO more than once, only the last on-time submission will be acknowledged.

Paper applications with an approved exemption from the electronic submission requirement must be received by 4:30 pm ET on the due date listed in the Overview and in [Section IV.4. Submission Dates and Times](#). Paper applications received after 4:30 pm ET on the due date will be disqualified from the merit review and funding.

Notification of Application Disqualification

We will let you know if your application is disqualified within 30 days of the application deadline. You won't receive any notice from ACF if your application failed Grants.gov validation checks.

IV. Application and Submission Information

IV.1. Address to Request Application Package

Laura
Fabius
U.S. Department of Health and Human Services
Administration for Children and Families (ACF)
Office of Family Violence Prevention and Services
330 C Street, SW
SW
DC
20201
(202) 205-8421
Laura.Fabius@acf.hhs.gov

Application Packages

Electronic Application Submission:

The electronic application submission package is available in the NOFO's listing at Grants.gov.

IV.2. Content and Form of Application Submission

FORMATTING APPLICATION SUBMISSIONS

General Requirements

1. Two-File Requirement: Upload only two electronic files via Grants.gov, excluding Standard Forms (SFs) and OMB-approved forms. Extra files will be removed before review.
2. Authorized Organization Representative (AOR): Designate an AOR to sign all required forms. The AOR's signature confirms compliance with all applicable Federal statutes and regulations.
3. Font Style and Size: Use Times New Roman 12-point font for the main text and 10-point font for footnotes. Ensure scanned documents are legible and are no more than one scan to a page. Blurred or illegible pages will be removed.
4. Language and Currency: Submit applications in English and in U.S. dollars. See 45 CFR §75.111 for more information.
5. Page Limitations: Follow the page limits specified under "PAGE LIMITATIONS AND CONTENT FOR ALL SUBMISSION FORMATS." Extra pages will be removed and not reviewed.
6. Double-space all application pages. Exemptions: The following can be single-spaced:
 - Table of Contents

- One-page Project Summary
 - Required Assurances and Certifications
 - SFs and OMB-approved forms
 - Resumes, Logic Models, Proof of Legal Status/Non-Profit Status, Third-Party Agreements, Letters of Support, footnotes, and tables
 - Line-Item Budget and/or Budget Justification
7. Formatting Adherence: Applications that do not observe the formatting requirements will have pages removed before merit review. Applicants will be notified of any adjustments and the reason for the adjustment after awards are issued.
 8. Corrections/Updates: Only the last on-time application will be considered for pre-review under the Application Disqualification Factors. See [Section III.3. Other, Application Disqualification Factors](#) and [Section IV.2. Application Submission Options](#).
 9. Copies Required: Submit one complete copy of the application package electronically via Grants.gov.
Accepted Application Format: Use 8 ½" x 11" white paper with 1-inch margins. Include page numbers if possible.

PAGE LIMITATIONS AND CONTENT FOR ALL SUBMISSION FORMATS:

*The **Project Description** (File One) is limited to **40** pages and must include the following:*

1. Table of Contents
2. Project Summary/Abstract (one page)
3. Objectives and Need for Assistance
4. Expected Outcomes
5. Approach
6. Timeline and Narrative
7. Logic Model
8. Program Performance Evaluation Plan
9. Organizational Capacity
10. Dissemination Plan
11. Protection of Sensitive and/or Confidential Information
12. Project Sustainability Plan
13. Line-Item Budget and Budget Justification

*The **Appendices** (File Two) (**exempt from the page limitations**) must include:*

1. Staff Position Information (e.g., resumes of key staff, job descriptions, organizational chart)
2. List of Board of Directors or other governing body members (as applicable)
3. Financial Statements (as applicable)
4. Third-Party Agreements/Memoranda of Understanding (MOUs) (as applicable)
5. Letters of Support
6. Required Forms, Certifications and Assurances
7. Proof of Legal Status
8. Indirect Cost Rate Letter (as applicable)

Please note again that SFs and OMB-approved forms do not count toward the page limit. Remember that shorter applications are often easier for reviewers to fully comprehend. OFVPS suggests that applicants use headings, subheadings, bullet points, extra spaces, and formatting such as bold or underline to help grant reviewers easily locate each aspect of your grant application and determine that each point has been addressed in your application.

PAGE LIMITATIONS AND CONTENT FOR ALL SUBMISSION FORMATS:

Electronic Application Submission

1. Submission: Only through Grants.gov. No applications will be accepted through facsimile or email.
2. File Upload: Upload only two files, excluding Standard Forms and OMB-approved forms:
 - File One: Entire Project Description, Budget, and Budget Justification.
 - File Two: All documents required in the Appendices.
3. File Naming: Follow Grants.gov naming conventions. Limit file names to 50 characters. <https://www.grants.gov/applicants/submitting-utf-8-special-characters>.
4. Suggested File Format: PDF format for both files. ACF recommends applicants merge documents electronically using Adobe Acrobat Reader or PDF converter software compatible with Grants.gov.
5. Other supported File Formats:
 - Adobe PDF (.pdf)
 - Microsoft Word (.doc or .docx)
 - Microsoft Excel (.xls or .xlsx)
 - Microsoft PowerPoint (.ppt)
 - Image Formats (.JPG, .GIF, .TIFF, .BMP)

Documents in file formats not listed here will be removed from the application and will not be used in the merit review. This may make the application incomplete, and ACF will not make awards based on an incomplete application.

1. No Encryption or Password Protection: Do not encrypt or password-protect files. Inaccessible files will not be reviewed.

Paper Application Submission

1. Exemption Requirement: Obtain an exemption to submit a paper application. Follow the [ACF Policy for Requesting an Exemption from Required Electronic Application Submission](#).
2. Application Requirements: Download the forms package associated with the NOFO's synopsis on Grants.gov under the Package Tab.
3. Submission Package: Submit one original and two copies of the complete application, including all SFs and OMB-approved forms. The original must have original signatures. All pages must be one-sided and sequentially numbered. Submit all copies in a single package. Clearly label with the NOFO title and Funding Opportunity Number. For applicants submitting more than one application, each application must be submitted in a separate package.

Required Forms, Assurances, and Certifications

Please submit the listed SFs, assurances, and certifications with the application. All required SFs, assurances, and certifications are available in the Application Package posted for this NOFO at Grants.gov.

Forms/Assurances/Certifications	Submission Requirement	Notes/Description
SF-424 - Application for Federal Assistance	Submission is required for all applicants by the application due date.	Required for all applications.
Unique Entity Identifier (UEI) and System for Award Management (SAM) registration.	Required of all applicants. Applicants must have a UEI and maintain an active SAM registration throughout the application and project award period. Obtain a UEI and SAM registration at: http://www.sam.gov .	See <i>Section IV.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)</i> for more information.
Certification Regarding Lobbying (Grants.gov Lobbying Form)	Submission required of all applicants with the application package. If it is not submitted with the application package, it must be submitted prior to award.	Submission of the certification is required for all applicants.
SF-Project/Performance Site Location(s) (SF-P/PSL)	Submission is required for all applicants by the application due date.	Required for all applications. In the SF-P/PSL, applicants must cite their primary location and up to 29 additional performance sites.

Additional Required Assurances and Certifications

Mandatory Grant Disclosures

All applicants must submit any information related to violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. See Mandatory Disclosures, 45 CFR § 75.113 (or, starting October 1, 2025, [2 CFR 200.113](#)). Send written disclosures to:

The Administration for Children and Families, U.S. Department of Health and Human Services, Office of Grants Management, ATTN: Grants Management Specialist, 330 C Street, SW., Switzer Building, Corridor 3200, Washington, DC 20201

And to:

U.S. Department of Health and Human Services, Office of Inspector General, ATTN: Mandatory Grant Disclosures, Intake Coordinator, 330 Independence Avenue, SW., Cohen Building, Room 5527, Washington, DC 20201

Fax: (202) 205-0604 (Include “Mandatory Grant Disclosures” in subject line) or

Email: grantdisclosures@oig.hhs.gov

Proprietary Information and Personally Identifiable Information (PII)

In your application, you may identify salary or other proprietary information or personally identifiable information. We will remove this information from applications before they go to reviewers.

If you have an exemption for a paper submission, you can protect salary information and any proprietary information by placing that information only in the original application. You can remove the information from the copies, keeping summary information.

The Project Description

The Project Description Overview

General Expectations and Instructions

The Project Description requests the information by which an application is evaluated and ranked in competition with other applications for financial assistance. It must address all activities for which federal funds are being requested and all application requirements as stated in this section. The Project Description must explain how the project will meet the purpose of the NOFO, as described in [Section I. Program Description](#). As a reminder, reviewers will be evaluating this section in accordance with [Section V.1. Criteria](#).

The Project Description must be clear, concise, and complete. ACF is particularly interested in Project Descriptions that convey strategies for achieving intended performance. Project Descriptions are evaluated based on substance and measurable outcomes, not length. Cross-referencing should be used rather than repetition. Supporting documents designated as required must be included in the Appendix of the NOFO.

Please email your letter to OFVPS@acf.hhs.gov. The letter of intent should include the following information:

Table of Contents

List the contents of the application including corresponding page numbers. The table of contents may be single spaced.

Project Summary

Provide a summary of the project description. The summary must include a brief description of the applicant’s proposed grant project including the needs to be addressed, the proposed activities or services, and if applicable, the population group(s) to be served. The summary must

be clear, accurate, concise, and without cross-references to other parts of the application. Please place the following at the top of the Project Summary:

- Project Title
- Applicant Name
- Address

The Project Summary must be single-spaced, Times New Roman 12-point font, and limited to one page in length. Additional pages will be removed and will not be reviewed.

Geographic Location

Describe the precise physical location of the project and boundaries of the area to be served by the proposed project. If the geographic area(s) are served by both the primary grant recipient and subrecipient organization(s) describe the locations covered by all organizations anticipated to receive funding from the grant award.

Legal Status of Applicant Entity

Applicants must provide the following documentation:

Non-Profit Organizations

Proof of Non-Profit Status Options:

Option 1: 501(c)(3) and non-501(c)(3) non-profit organizations are eligible

Non-profit organizations applying for funding are required to submit proof of their non-profit status. Proof of non-profit status is any one of the following:

- A reference to the applicant organization's listing in the IRS's most recent list of tax-exempt organizations described in the IRS Code.
- A copy of a currently valid IRS tax-exemption certificate.
- A statement from a state taxing body, state attorney general, or other appropriate state official certifying that the applicant organization has non-profit status and that none of the net earnings accrue to any private shareholders or individuals.
- A certified copy of the organization's certificate of incorporation or similar document that clearly establishes non-profit status.
- Any of the items in the subparagraphs immediately above for a state or national parent organization and a statement signed by the parent organization that the applicant organization is a local non-profit affiliate

Unless directed otherwise, applicants must include proof of non-profit status in the *Appendices* file of the application submission.

Need for Assistance

Clearly identify the physical, economic, social, financial, institutional, and/or other problem(s) requiring a solution. The need for assistance, including the nature and scope of the problem, must be demonstrated. Supporting documentation, such as letters of support and testimonials from concerned parties, may be included in the Appendix. Any relevant data based on planning studies

or needs assessments should be included or referred to in the endnotes or footnotes. Incorporate demographic data and participant/beneficiary information, as available.

Objectives

Clearly state the principal and if applicable, subordinate objectives of the project. Applicants must address how the objectives stated relate to the overall purpose of the program and describe how objectives will be achieved.

Performance Measurement

The provision of 24-hour hotline services; the continuity of service availability for victims/survivors; and the quality of hotline services provide to victims/survivors are vitally important to achieving the FVPSA statute purpose.

Per the GPRA Modernization Act's requirement to address Cross-Agency Priority Goals in the agency strategic plan, the annual performance plan, and the annual performance report, please refer to [Performance.gov](https://www.performance.gov) for the agency's contributions to those goals and progress, where applicable.

The mission of the HHS is to enhance the health and well-being of all Americans, by providing for effective health and human services and by fostering sound, sustained advances in the sciences underlying medicine, public health, and social services. HHS will continue to improve these outcomes by increasing access and utilization of prevention, crisis intervention, treatment and recovery services. The strategic goals and strategic objectives HHS Strategic Plan are included in this document and posted here: <https://www.hhs.gov/about/strategic-plan/index.html>.

In accordance with Government Performance and Results Act (GPRA) HHS, ACF, and OFVPS will establish performance targets for the hotline services authorized by the FVPSA statute. The performance targets are designed to support continuous program improvement of hotline services for victims/survivors nationwide. These performance targets will be reported to Members of Congress annually as part of the HHS and ACF Congressional Budget Justification process. All FVPSA hotline grant recipients are required to report on performance measures, provide updates on achievement, challenges, and improvement plans.

Performance Measures will be based on:

- High quality and responsive services to contacts (calls, chats, and texts) contacting the Hotline.
- High quality and responsive services to young adult users contacts (calls, chats, and texts) contacting the Hotline.
- Maintaining and expanding percentage of clients who have increased their knowledge of safety planning.
- Number of clients who report improved knowledge of safety planning.
- Maintaining and expanding the number of clients who report increase knowledge of community resources.
- Expanding the capacity of Hotline to receive contacts (calls, chats and texts).
- Expanding the capacity of Hotline to receive contacts (calls, chats and texts) for young adults.
- Monthly hits/visits to Hotline's website. (English and Spanish)

New or revised performance measures can be created by HHS, ACF, and OFVPS as a result of on-going evaluation efforts within the grant period.

The outcomes and performance measurement of all FVPSA hotline grant recipients will be based upon annual appropriations authorized by Congress. Targets or measures may be adjusted as a result of an increase or decrease in appropriated funding annually. The grant recipient will be required to collect and report on any new or revised performance measures during the project period. OFVPS will engage all hotline grant recipients monthly regarding performance measurement and provide written guidance on performance measurement expectations that will be available on the OFVPS website, <https://www.acf.hhs.gov/ofvps/programs/fvpsa/fvpsa-hotlines-helplines>.

In accordance with appropriated funding and FVPSA statute requirements, there is an expectation for all FVPSA hotline grant recipients to demonstrate increased capacity annually to provide high quality and responsive services to contacts. Failure to meet these expectations can result in:

- Temporarily withholding cash payments
- Wholly or partly suspending or terminating award and/or
- Withholding further awards for the program or project

The applicant will describe how the applicant staff will monitor call center performance by defining essential objective metrics used to evaluate success and efficiency. This should include definitions of acceptable answer rates, wait times, talk times, abandonment (when calls aren't answered), agent productivity and caller satisfaction. The applicant will describe how this data will be collected, reviewed, and utilized to maximize the highest quality of services. The applicant will also describe how they will solicit, collect, and incorporate feedback from contacts about their experience with services.

The applicant will provide a strategy for the content creation for the national domestic violence hotline and dating abuse helpline websites. This strategy should include how it will be relevant to people of all ages and include demographics. The plan should include how content will be evaluated and updated to reflect trends, culture and the changing needs of users.

The applicant will also demonstrate the success of their services by providing measurements and outcomes that will be used to show success to HHS, ACF, and OFVPS as well as the broader domestic violence field.

In addition, applicants should also include objectives for:

- Answering the highest number of contacts possible while maintaining quality services including during high volume times.
- Training and maintaining an effective and efficient call/response center staff.
- Maintaining an updated database of relevant service providers and resources.

In accordance with GPRA HHS, ACF, and OFVPS will establish performance targets for the hotline services authorized by the FVPSA statute. The performance targets are designed to support continuous program improvement of hotline services for victims/survivors nationwide. These performance targets will be reported to Members of Congress annually as part of the HHS

and ACF Congressional Budget Justification process. The grant recipient is required to report on performance measures, provide updates on achievement, challenges, and improvement plans.

In addition to the above performance measures, new or revised performance measures might be created by HHS, ACF, OFVPS as a result of on-going evaluation efforts. The grant recipient will be required to collect and report on any new or revised performance measures during the project period.

Expected Outcomes

Identify the outcomes to be achieved from the project. Outcomes should relate to the overall program as described in [Section I. Program Description](#). If research is part of the proposed work, outcomes must include hypothesized results and implications of the proposed research.

Approach

Outline a plan of action that describes the scope and detail of how the proposed project will be accomplished. Applicants must account for all functions or activities identified in the application.

Cite potential obstacles and challenges to accomplishing project goals and explain strategies that will be used to address these challenges.

42 U.S.C §10413 and 45 CFR § 1370.32 instructs national domestic violence hotline applicants to:

- Describe how they will provide services that will reach a wide breath of users including digital services (online chat, text, and website resources).
- Clearly describe their understanding of the scope and demand for a national hotline (including identified U.S. territories) for victims of family violence, domestic violence, and dating violence. In particular, an applicant must provide data and a record of experience demonstrating that it has a knowledgeable understanding of the anticipated demand for services, including expected contract volume (calls, chats, texts, and website visits) and duration of contacts.
- Describe the functions and limitations of the current network of national, state, and local crisis hotlines, information lines, and victim referral services and how the national domestic violence hotline's role relates to them.
- Plans to engage in collaborative efforts with other national hotlines that serve OFVPS constituents, such as the National Runaway Safeline, the National Indigenous Domestic Violence Hotline and the National Human Trafficking Resource Center.
- Demonstrate an understanding of the need for specialized responses for callers with limited English proficiency or callers who are deaf or hard of hearing and explain how the proposed services will assist these populations.
- Describe how they will support the promotion and implementation of activities for Domestic Violence Awareness month in October, Teen Dating Violence Awareness Month in February and Sexual Assault Awareness Month in April, including the coordination with identified federal offices and divisions that have intersecting missions.
- Describe the telecommunications and computer technology that will be employed to establish and support the national domestic violence hotline, including all management, referral, resource database management, and monitoring functions and overall project administration and quality control.

- Address their plan for hiring staff with relevant skills and knowledge, including the hiring criteria to be used; plans for training personnel on nationwide resources, advocacy skills, and technological systems used by the national domestic violence hotline, and its policies and protocols.
- Address how their training plan addresses trauma and stress that the national domestic violence hotline staff and volunteers experience when providing crisis intervention on a continual basis over an extended period of time.
- Demonstrate the capacity to respond to surges in demand for Hotline services in response to major media campaigns and/or national media coverage, and identify strategies to address contingencies, such as national disasters, while ensuring uninterrupted service in staffing plans.
- Demonstrate a commitment to serving all victims of domestic violence. In respecting the importance of family preservation where safe, appropriate, and requested by callers, the hotline should be prepared to provide information about family counseling resources and faith-based support services that may help strengthen families. Applicants must demonstrate their capacity and commitment to serving all populations including those with limited English proficiency; older individuals; and individuals with disabilities.
- Describe how they will:
 - Connect a contact to a local domestic violence shelter or other service provider.
 - Handle off target contacts (e.g., prank, obscene, or those not in need of relevant services).
 - Minimize wait time and unanswered contacts.
- Describe the methods that will be used to provide for the development, maintenance, and updating of a comprehensive resource database (distributed to the maximum extent appropriate); the technical capacity to link with other state and local databases in order to maintain an extension and current resource locator or listing and the ability to facilitate communication among service providers to assist with the resource locator or listings to assist in the provision of services.
- Demonstrate a documented history of effective work, including providing letters of support from advocacy groups and state domestic violence coalitions, in providing high-quality crisis intervention, safety planning, information and referral, advocacy and counseling services to victims of family violence, domestic violence, and dating violence, and their children, family and friends; information for abusers who are seeking assistance to address their abusive behavior; and information to the general public through a toll-free hotline. The letters of support must demonstrate relationships with local, state and tribal domestic violence programs; local and state telephone lines; and the range of local, state and national resources available in order to assist victims of family violence, domestic violence, and dating violence and other concerned individuals.

Applicants should describe how they will provide information about family counseling and reconciliation services when safe and requested by callers, connect callers with resources that strengthen family bonds while ensuring safety, and offer referrals to faith-based and community organizations that provide family support services.

In developing their approach, applicants should consider program goals, requirements, and allowable activities as described in *Section I. Program Description*.

Services Accessibility Plan

In accordance with the FVPSA statute, services must be widely accessible to all victims of family violence, domestic violence, dating violence, and their dependents to comply with federal law. Recipients must not discriminate on the basis of age, sex, disability, or religion (42 U.S.C. 10406(c)(2)). The grant recipient will also ensure that technical assistance, services, and training is conducted with respect to statutory non-discrimination provisions, including prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101 et seq.), on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), on the basis of sex under title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), or on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.)

Below are resources to ensure that FVPSA-funded programs and activities are accessible to people with disabilities.

Service Accessibility Requirements for FVPSA Grant Recipients

- FVPSA, 42 U.S.C section 10406(c)(2)(A) states that programs funded in whole or in part with FVPSA funds are prohibited from discrimination in providing services on the basis of age under the Age Discrimination Act of 1975; on the basis of disability under section 504 of the Rehabilitation Act of 1973; on the basis of sex under title IX of the Education Amendments of 1972; and on the basis of race, color, or national origin under title VI of the Civil Rights Act of 1964.
- 42 USC section 10410(B)(ii) to provide comprehensive community education and prevention initiatives in a culturally sensitive and relevant manner.

Americans with Disabilities Act Information and Training:

- American with Disabilities Act website: <https://www.ada.gov/>
- A Guide to Disability Rights Law, <https://www.ada.gov/resources/disability-rights-guide/>
- ADA Primer for States and Local Governments, <https://www.ada.gov/resources/title-ii-primer/>
- ADA Accessibility Standards, <https://www.access-board.gov/ada/>
- Access Board ADA and Accessibility training, <https://www.access-board.gov/webinars/training.html>

Project Timeline and Milestones

Provide quantitative monthly or quarterly projections (for the entire project period) of the accomplishments to be achieved for each function or activity, for example the number of people to be served and the number of activities accomplished. Data may be organized and presented as project tasks and subtasks with their corresponding timelines during the project period. When accomplishments cannot be quantified by activity or function, list them in chronological order to show the schedule of accomplishments and their target dates.

Organizational Capacity

Provide the following information on your organization and, if applicable, on any cooperating partners:

- Organizational charts.
- Resumes.
- List of Board of Directors.
- Evidence that your team's experience (including any partnering organizations) have relevant experience with administering, developing, implementing, managing, and evaluating similar projects.
- Evidence that your team, including participating organization has the organizational capability to fulfill their roles and functions effectively.

The national domestic violence hotline is a critical part of the nationwide response to family violence, domestic violence, and dating violence that has an immediate impact on the health, safety, and well-being of victims of family violence, domestic violence, and dating violence, their children, and the community. It is imperative that the applicant selected for this project have the organizational capacity to handle a nationwide demand for services, to provide high-quality responses to users, and to operate without interruption. In particular, the national domestic violence hotline grant recipient should have the capacity to respond to the anticipated demand (estimated to be at least 250,000 contacts per year), including surges for services in response to major media campaigns and/or national media coverage, with a sufficient level of well-trained staff and reliable, efficient technology. The grant recipient must understand the scope and nature of services; the needs of stakeholders, users, and callers and the trends in service platforms. In addition, the grant recipient must be financially able to staff, support, and programmatically administer the national domestic violence hotline.

Current and Pending Funding Support

Applicants must submit a list of their current and pending funded support for ongoing projects and proposals from all sources including federal, state and local governments, public or private foundations, for-profit organizations, etc. All projects and proposals requiring a committed portion of time for the Project Director, Principal Investigator, or key personnel must be included. Indicate the total award amount, awarding entity, and amount of time staff will devote to each project.

Plan for Oversight of Federal Award Funds and Activities.

Recipients must ensure proper oversight. The regulation that governs this oversight is [45 CFR part 75](#) (or, starting October 1, 2025, [2 CFR part 200](#)). It includes standards for:

- Financial and Program Management
- Property Management
- Procurement
- Performance and Financial Monitoring and Reporting
- Subrecipient Monitoring and Management
- Record Retention and Access
- Remedies for Noncompliance
- Prior written approval

Describe the framework (e.g., governance, policies and procedures, risk management, systems) in place to ensure proper oversight of federal funds and activities. The description must include system(s) for record-keeping and financial management; procedures to identify and mitigate risks and issues (e.g., audit findings, continuous program performance assessment findings, program monitoring); and those key staff that will be responsible for maintaining oversight of program activities staff, and, if applicable, partner(s) and/or subrecipient(s).

Program Performance Evaluation Plan

Applicants must describe a plan for the program performance evaluation that will contribute to continuous quality improvement. The program performance evaluation must monitor ongoing activities and the progress towards the goals and objectives of the project. Include descriptions of the inputs (e.g., organizational profile, collaborative partners, key staff, budget, service processes and other resources), key activities, and expected outcomes of the funded activities. The plan must explain how the inputs, activities, and outcomes will be measured; how the resulting information will be used to inform improvement of funded activities; and any processes that support the overall data quality of the performance process measurements and outcomes.

Applicants must describe the organizational systems and processes that will effectively track performance outcomes, including a description of how the organization will collect and manage data (e.g., assigned skilled staff, data management software, data integrity, etc.) in a way that allows for accurate and timely reporting of performance outcomes. Applicants must describe any potential obstacles for implementing the program performance evaluation and how those obstacles will be addressed. Applicants must include a timeline for how information from the quality improvement evaluation will be reviewed and applied to the ongoing project.

Logic Model

Applicants must submit a logic model for designing, managing, and/or evaluating the project. A logic model is a diagram that presents how inputs drive activities to produce outputs, outcomes, and the ultimate goals of the proposed project, and explains the links among project elements. Logic models must target the identified objectives and goals of the grant project. While there are many versions of logic models, for the purposes of this announcement, the logic model may include the connections between the following elements:

- Inputs (e.g., additional resources, organizational profile, collaborative partner(s), key staff, budget)
- Target population (e.g., the individuals to be served, identified needs)
- Activities, Mechanisms, Processes (e.g., evidenced-based practices, best practices, approach, key intervention and evaluation components, continuous quality improvement efforts)
- Outputs (i.e., the immediate and direct results of program activities)
- Outcomes (i.e., the expected short and long-term results the project is designed to achieve typically described as changes in people or systems), and
- Goals of the project (e.g., overarching objectives, reasons for proposing the project)

Applicants must submit a logic model for designing and managing their project. A logic model is a one-page diagram that presents the conceptual framework for a proposed project and explains

the links among program elements. While there are many versions of logic models, for the purposes of this announcement the logic model should summarize the connections between the:

- Goals of the project (e.g., objectives, reasons for proposing the interventions, if applicable).
- Assumptions (e.g., beliefs about how the program will work and its supporting resources based on research, best practices, and experience).
- Inputs (e.g., organizational profile, collaborative partners, key staff, budget).
- Target population (e.g., the individuals to be served).
- Activities (e.g., approach, listing key intervention, if applicable).
- Outputs (i.e., the direct products or deliverables of program activities).
- Outcomes (i.e., the results of a program, typically describing a change in people or systems).

Project Sustainability Plan

Applicants must propose a plan for project sustainability after the period of federal funding ends. Recipients are expected to sustain key elements of their grant projects, e.g., strategies or services and interventions, which have been effective in improving practices and outcomes.

Describe the approach to project sustainability that will be most effective and feasible. Provide a description of key individuals and/or organizations whose support will be required. Address the types of alternative support that will be required to maintain the program. If the proposed project involves key project partners, describe how their cooperation and/or collaboration will be maintained after the end of federal funding.

Protection of Sensitive and/or Confidential Information

Provide a description of how protected personally identifiable information and other information that is considered sensitive; consistent with applicable federal, state, local, and tribal laws regarding privacy and obligations of confidentiality, will be collected and safeguarded. The applicant must provide the methods and/or systems that will be used to ensure that confidential and/or sensitive information is properly handled and if applicable, address the process for subrecipient(s) and/or contractors. Also, provide a plan for the disposition of such information at the end of the project period. [See 45 CFR 75.303\(e\)](#) (or, starting October 1, 2025, [2 CFR 200.303\(e\)](#)) for more information.

Dissemination Plan

Applicants must propose a plan to disseminate reports, products, and/or grant project outputs so that project information is provided to key target audiences. Dissemination plans must include:

- Dissemination goals and objectives
- Strategies to identify and engage with target audiences
- Allocation of sufficient staff time and budget for dissemination purposes
- A preliminary plan to evaluate the extent to which target audiences have received project information and have used it as intended.
- The timeline for dissemination

Third-Party Agreements

Third-party agreements include Letters of Commitment, Memoranda of Understanding (MOU), and Memoranda of Agreement (MOA). Letters of Commitment, MOUs, and MOAs must both clearly describe the roles and responsibilities for project activities and the support and/or resources that the third-party (i.e., subrecipient, contractor, or other cooperating entity) is committing to the proposed project. Letters of Commitment, MOUs, and MOAs must be signed by the person in the third-party organization with the authority to make such commitments on behalf of their organization. General letters of support are **not** considered to be third-party agreements.

Applicants must provide Letters of Commitment, MOUs, or MOAs between recipients and third-parties (i.e., subrecipients, contractors, or other cooperating entities).

Applicants must provide Letters of Commitment, MOUs, or MOAs between recipients and third-parties (i.e., subrecipients, contractors, or other cooperating entities). In addition to clearly describing the roles and responsibilities for project activities and support and/or resources that the third-party is committing, these agreements must detail work schedules and estimated remuneration with an understanding that a finalized agreement will be negotiated once the successful applicant is awarded the grant.

Collaboration/consortia applicants must provide letters of commitment, MOUs, or MOAs identifying the primary applicant and all collaborators that are responsible for project activities.

Letters of Support

Provide statements from community, public, and/or commercial leaders that support the project proposed for funding. All submissions must be included in the application package. At minimum, each letter of support must identify the individual writing the letter, the organization they represent, the date, and reason(s) for supporting the project.

The Project Budget and Budget Justification

All applicants are required to submit a project budget and budget justification with their application. The project budget is also entered on the Budget Information Standard Form, either SF-424A or SF-424C. Applicants are encouraged to review the form instructions in addition to the guidance in this section. The project budget consists of a budget narrative and a line-item budget detail that includes detailed calculations for "object class categories" identified on the Budget Information Standard Form.

Applicants must indicate the method they are selecting for their indirect cost rate. See Indirect Charges for further information.

Project budget calculations must include estimation methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. If matching or cost sharing is a requirement, applicants must include a detailed listing of any funding sources identified in Block 18 of the SF-424 (Application for Federal Assistance). See the table in *Section IV.2. Required Forms, Assurances, and Certifications* listing the appropriate budget forms to use in this application.

Special Note: *The Departments of Labor, Health and Human Services, and Education, and Related Agencies Appropriations Act, 2022 and Consolidated Appropriations Act, 2022, (Division H, Title II, Sec. 202), limits the salary amount that may be awarded and charged to ACF grants and cooperative agreements. Award funds issued under this NOFO may not be used to pay the salary of an individual at a rate in excess of Executive Level II. The Executive Level II salary of the "Rates of Pay for the Executive Schedule" which can be found at <https://www.opm.gov/policy-data-oversight/pay-leave/salaries-wages/>. The salary limitation reflects an individual's base salary **exclusive** of fringe benefits, indirect costs, and any income that an individual may be permitted to earn outside of the duties of the applicant organization. This salary limitation also applies to subawards and subcontracts under an ACF grant or cooperative agreement.*

Provide a budget for the initial budget period only (typically the first 12 months of the project) using the SF-424A and/or SF-424C, as applicable.

For the first budget period only, provide a budget justification, which includes a budget narrative and a line-item detail, for only the first budget period of the proposed project. The budget narrative should describe how the categorical costs are derived. Discuss the necessity, reasonableness, and allocation of the proposed costs

To create your line-item budget and justification, see detailed instructions on our website: <https://www.acf.hhs.gov/grants/prepare-budget>.

Paperwork Reduction Act Disclaimer

As required by the Paperwork Reduction Act, 44 U.S.C. §§ 3501-3521, the public reporting burden for the Project Description is estimated to average 60 hours per response, including the time for reviewing instructions, gathering and maintaining the data needed, and reviewing the collection information. The Project Description information collection is approved under OMB control number 0970-0139, which expires 03/31/2026. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Application Submission Options

Please read the following instructions carefully and completely.

Electronic Delivery

You are required to submit your application online through [Grants.gov](https://www.grants.gov).

Get registered

Grants.gov

You must also have an active account with [Grants.gov](https://www.grants.gov). You can see step-by-step instructions at the Grants.gov [Quick Start Guide for Applicants](#).

Grants.gov provides 24/7 support. You can call 1-800-518-4726 or email support@grants.gov.

For questions related to this funding opportunity, please contact the number listed in the application package.

Issues with Federal Systems

If you experience a systems issue with Grants.gov or SAM.gov, please refer to the [ACF Policy for Applicants Experiencing Federal Systems Issues](#) for complete guidance.

Exemptions for Paper Submissions

We need to give you an exemption before you can apply on paper. See the [ACF Policy for Requesting an Exemption from Required Electronic Application Submission \[PDF\]](#). Once we have approved your exemption, download your forms package under the Package tab in Grants.gov.

Follow these requirements when you submit your paper application:

Follow the requirements in [Section IV.2. Content and Form of Application Submission, Paper Application Submission](#).

Paper Application Submission

See [Section IV.7. Other Submission Requirements](#) of this funding opportunity for address information for paper application submissions.

IV.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)

You must have an active account with SAM.gov. This includes having a UEI.

To register, go to [SAM.gov Entity Registration](#) and click Get Started. From the same page, you can also click on the Entity Registration Checklist for the information you will need to register.

When you register or update your SAM.gov registration, you must agree to the [financial assistance general certifications and representations](#). You must agree to those for financial assistance specifically, as opposed to contracts, because the two sets of agreements are different. You will have to maintain your registration throughout the life of any award.

If you need help, you can call 1-866-606-8220 or live chat with the Federal Service Desk.

IV.4. Submission Dates and Times

Due Date for Letter of Intent

Number of Days from Publication 7

07/14/2025

Due Date for Applications

07/22/2025

Explanation of Due Dates

Electronic Applications

Electronic submissions are due by 11:59 pm ET on the due date.

Applications that fail the Grants.gov validation check will not be received or acknowledged by ACF.

Mailed Paper Applications

If you receive an exemption from electronic submission, the due time is 4:30 pm ET. on the due date listed in the Overview and in this section. Applications should be mailed to the address provided in [Section IV.7. Other Submission Requirements](#).

Grants.gov creates a date and time record when it receives the application. If you submit the same application more than once, we will accept only the last on-time submission.

The grants management officer may extend an application due date based on emergency situations such as documented natural disasters or a verifiable widespread disruption of electric or mail service.

Acknowledgement of Received Application

Acknowledgements from Grants.gov

Applicants will receive:

- An email with the Grants.gov **tracking number** and a **date and time stamp** upon application submission. Please use the tracking number in any communications with Grants.gov. The date and time stamp is the official record of application submission. *This email does not indicate that the application was accepted or validated.*
- An email acknowledging that the received application is in the **Grants.gov validation process**.

Acknowledgement from ACF of an electronic application's submission:

Applicants will receive email(s) from ACF acknowledging that ACF retrieved the application from Grants.gov. These emails do not indicate that the application is accepted for competition.

Acknowledgement from ACF of receipt of a paper application:

ACF will acknowledge receipt of hard copy application packages submitted via mail.

IV.5. Intergovernmental Review

You will need to submit application information for intergovernmental review under Executive Order 12372, Intergovernmental Review of Federal Programs. Under this order, states may design their own processes for obtaining, reviewing, and commenting on some applications. Some states have this process and others don't.

To find out your state's approach, see the list of state single points of contact. If there's a contact on the list for your state, contact them as soon as possible to learn their process. If you do not find a contact for your state, you don't need to do anything further.

This requirement never applies to American Indian and Alaska Native tribes or tribal organizations.

IV.6. Funding Restrictions

Construction.

Purchase of real property.

Major renovation.

ACF does not allow funds awarded under this NOFO to support any costs related to diversity, equity, and inclusion (DEI) activities, including research in support of such initiatives, and any other initiatives that discriminate on the basis of race, color, religion, sex, national origin or another protected characteristic. This also includes any diversity, equity, inclusion, and accessibility (DEIA) initiatives, and any discriminatory equity ideology in violation of a Federal anti-discrimination law. The definition of “discriminatory equity ideology” is in Section 2(b) of Executive Order 14190 of January 29, 2025, which can be found here: [2025-02232.pdf](#)

For guidance on some types of costs that we restrict or do not allow, see General Provisions for Selected Items of Costs of the Uniform Guidance, [45 CFR part 75](#) (or, starting October 1, 2025, [2 CFR part 200](#))

IV.7. Other Submission Requirements

Submit paper applications to the following address.

Submission by Mail

Laura
Fabius
Family Violence Prevention and Services Discretionary Grants: National Domestic Violence
Hotline
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V. Application Review Information

V.1. Criteria

A panel reviews all applications that pass the initial review. The panel members use the criteria in this section. The required elements of the project description and budget justification may be found in [Section IV.2. The Project Description](#) of this funding opportunity.

Our reviewers typically are not federal employees. See [Section IV.2. Proprietary Information and Personally Identifiable Information \(PII\)](#).

Applications competing for financial assistance will be reviewed and evaluated using the criteria described in this section. Points will be allocated based on the extent to which the application proposal addresses each of the criteria listed. Applicants should address these criteria in their application materials, particularly in the project description and budget justification, as they are the basis upon which competing applications will be judged during the merit review. The required elements of the project description and budget justification may be found in [Section IV.2. The Project Description](#) of this funding opportunity.

OBJECTIVES AND NEED FOR ASSISTANCEMaximum Points: 10

Applications will be scored according to extent to which they meet the following criteria:

1. Clearly describe program objectives that will fulfill the program goals, requirements, and allowable activities as described in *Program Description*. Please ensure the project addresses the needs, including the following: barriers to services and systems; challenges faced by domestic violence service providers assisting survivors of domestic violence

with complex needs; the need for services and support; and recognition of and coordination with the efforts of local domestic violence programs, the state, the state domestic violence coalition to address these challenges, related training and technical assistance gaps, service gaps, and relevant data and analysis.

2. Clearly describe the proposed project including a plan for ongoing need assessments addressing the scope of the problem or problems identified, the types of assistance that are needed, and an assessment of how the proposed project objectives will address the identified areas of need.
3. Provide documentation on the state(s), tribe(s), organization(s) and/or community(ies) to be impacted and served.
4. Demonstrate an understanding of the need for a national domestic violence hotline for adult and youth victims of family violence, domestic violence, and dating violence; family and household members of such victims; and persons affected by the victimization.
5. Describe the nature and scope of the types of services, information, and resources that are sought from the national domestic violence hotline by adult and youth victims of family violence, domestic violence, or dating violence; family and household members of such victims; and persons affected by the victimization; adult and youth perpetrators of family violence, domestic violence, or dating violence; and interested stakeholders and the general public.
6. Provide documentation, such as letters of support and testimonials from stakeholders and concerned interests other than the applicant, relevant data based on planning studies, and demographic data and participant information to support the nature and scope of the needs.
7. Presents data and a record of experience demonstrating that it has a knowledgeable understanding of the anticipated demand for services, including the volume and duration of contacts.
8. Clearly and concisely state the objectives of the project.

EXPECTED OUTCOMES Maximum Points: 10

Applications will be scored according to extent to which they meet the following criteria:

1. The applicant clearly identifies the results and benefits (outcomes) it plans to achieve relating to the overall goals of the project as described in *Section I. Program Description*.
2. The applicant defines and describes the outputs that it plans to achieve and how they relate to the project outcomes.
3. The applicant provides a detailed description on their ability and capacity to operate a 24-hour hotline service.

APPROACH Maximum Points: 40

Applications will be scored according to extent to which they meet the following criteria:

1. The applicant responds to *each* aspect of the Approach as described in *Application and Submission Information, The Project Description*.
2. The applicant describes how it will accomplish each required element as described in *Application and Submission Information, The Project Description, Approach* and the feasibility of the proposed means of accomplishing these elements.

3. The applicant proposes project activities that address the program goals, requirements and allowable activities as described in *Program Description, Program Goals* and required by *Application and Submission Information, The Project Description, Approach*.
4. The applicant's plan relates project tasks to the objectives; provides a feasible and realistic timetable for the accomplishment of significant project activities and products; and selects appropriate project activities to achieve project goals and objectives and meet the identified needs.
5. The applicant describes a viable plan to ensure that confidentiality will be maintained.
6. The applicants plan of action describes the scope and detail of how the proposed project will be accomplished, including accounting for all identified functions and activities.
7. The applicant's plan fully encompasses the goals and objectives as described in *Program Description*.
8. The applicant demonstrates that it has a knowledgeable understanding of the anticipated demand for services, including expected contact volume (calls, chats, texts, and website visits) and duration of contacts.
9. The applicant shows that it understands the functions and limitations of the current network of national, state, and local crisis hotlines; information lines, and victim referral services; and how the national domestic violence hotline's role relates to those service and resource providers.
10. The applicant explains how it plans to engage in collaborative efforts with other national hotlines that serve OFVPS constituents, such as the National Runaway Safeline, the National Indigenous Domestic Violence Hotline, and the National Human Trafficking Hotline.
11. The applicant clearly demonstrates an understanding of the need for specialized responses for callers with limited English proficiency or callers who are deaf or hard of hearing.
12. The applicant fully describes how it will support the promotion and implementation of activities for Domestic Violence Awareness Month in October; Teen Dating Violence Awareness Month in February; and Sexual Assault Awareness Month in April, including the coordination with identified federal offices and divisions that have intersecting missions.
13. The applicant clearly describes how it will provide services that will reach a wide breadth of users including through digital services (online chat, text, and website content)
14. The applicant's plan for the operation of a national domestic violence hotline is comprehensive and feasible.
15. The applicant's plan cites and addresses potential obstacles and challenges to accomplishing the project goals and describes strategies to address them.
16. The applicant's approach describes efforts to coordinate and consult with state domestic violence coalitions, faith and community-based service providers, and other stakeholders, including a description of each one's contributions to the project.

17. The applicant provides a feasible plan for keeping the national domestic violence hotline's database of service providers and resources current as well as a comprehensive plan for review, analysis, and reporting of contact information.
18. The applicant fully describes the telecommunications and computer technology that will be employed to establish and support the national domestic violence hotline, including all management functions, referral functions, resource database management functions, monitoring functions, and overall project administration and quality control.
19. The applicant describes its plan for hiring experienced staff (advocates and management positions) with relevant skills and knowledge including the hiring criteria to be used; plans for training personnel on nationwide resources, advocacy skills, technological systems used by the national domestic violence hotline, and its policies and protocols.
20. The applicant's training plan for its staff and volunteers is comprehensive and addresses trauma and stress that the national domestic violence hotline workers experience when providing crisis intervention on a continual basis over an extended period of time.
21. The applicant sufficiently demonstrates it has a commitment to non-discrimination, including a description of how staffing will address the need for the provision of services without regard to sex, sexual orientation, age, national origin, religion, race, or ethnicity.
22. The applicant demonstrates its capacity and commitment to all populations including both sexes, underserved and populations that are disproportionately affected by family, dating, domestic, and sexual violence; (especially those from Indian tribes and Alaska Native Villages), those with limited English proficiency, and individuals with disabilities.
23. The applicants approach addresses how it will:
 1. connect a caller to a local domestic violence shelter or other service provider;
 2. hand off target contacts (e.g., prank, obscene, or those not in need of relevant services; and
 3. minimize wait time and unanswered contacts.
24. The applicant describes the methods it will use to provide for the development, maintenance and updating of a comprehensive resource database (distributed to the maximum extent appropriate); the technical capacity to link with other state and local databases in order to maintain an extensive and current resource locator listing; and the ability to facilitate communication among service providers to assist in the provision of services.
25. The applicant provides a record of experience, including providing letters of support from advocacy group and state domestic violence coalitions, demonstrating a documented history of effective work in providing high-quality crisis intervention, safety planning, information and referral, advocacy, and counseling services to victims of family violence, domestic violence, or dating violence, their children, family and friends; information for abusers who are seeking assistance to address their abusive behavior and information to the general public through a toll-free hotline.
26. The applicant provides letters of support that demonstrate established relationships with the network of local, state and tribal domestic violence programs; local and state telephone hotlines; and the range of local, state, and national resources available in order to assist victims of family violence, domestic violence, dating violence and other concerned individuals.

27. The applicant includes a timeline with milestones for the accomplishments of the activities in its comprehensive organized plan.
28. Applicants should describe their plan for identifying and including faith-based providers in the resource database, ensuring that these organizations can participate while maintaining their religious identity, and training staff to respect callers' religious beliefs and provide appropriate referrals when requested. Additionally, the plan should outline strategies for developing partnerships with diverse religious communities to expand available resources and ensuring that faith-based providers are not excluded from referrals based on their religious character.
29. The applicant must demonstrate that it will comply with all applicable requirements regarding equal treatment for faith-based organizations, including 45 CFR Part 87, and will not discriminate either in favor of or against faith-based organizations in making referrals or providing technical assistance.

ORGANIZATIONAL PROFILES **Maximum Points: 20**

Applications will be scored according to extent to which they meet the following criteria:

Management and Dissemination Plan

1. The applicant includes its organizational chart, resumes of key staff, a list of its Board of Directors, and a copy or description of the applicant organization's fiscal control and accountability procedures as specified in *Application and Submission Information, Project Description, Organizational Capacity*.
2. The applicant's proposed management plan for the day-to-day operation of the project ensures that the applicant will meet the program requirements and program capacity factors described in *Program Description*.
3. The applicant demonstrates its ability to staff, financially support, and programmatically administer a national project of this scope.
4. The applicant's plan of approach demonstrates the capacity to continue or start providing full-scale nationwide hotline services at the beginning of the project period with no lapse in services.
5. The applicant's plan adequately demonstrates how it will ensure the oversight of federal funds and how it will adhere to applicable federal and programmatic regulations, including identification of the staff maintaining the oversight of program activities, staff, and partner(s).
6. Any third-party agreements (including technology vendors), such as MOUs, clearly define the roles and responsibilities for each party, including any respective financial considerations, and are properly executed, including having appropriate signatures.
7. The applicant's dissemination plan for reports, products, and/or the grant project outputs addresses strategies to identify and engage with the target audience.
8. The applicant's plan allocates sufficient staff time and budget for dissemination purposes.
9. The applicant describes a preliminary plan to evaluate the extent to which target audiences have received project information and have used it as intended.

Program Capacity

1. The applicant demonstrates an understanding of the program capacity requirements as described in *Section I. Program Description*, including the technological requirements of this project in its proposed approach to the project.
2. The applicant describes its management structure and staffing capacity to operate a 24-hour hotline service with high contact volume.
3. The applicant demonstrates its capacity to respond to surges in demand for hotline services in response to major media campaigns and/or national media coverage, and identifies strategies to address contingencies, such as national disasters, while ensuring uninterrupted service.

Protection of Sensitive or Confidential Information

1. The applicant adequately demonstrates its understanding of the FVPSA statutory requirements with respect to nondisclosure of confidential or private information collected during the course of the project, whether from staff or project participants and/or project beneficiaries. Please include how all caller specific data is shared with vendors and consultants.
2. The applicant's plan addresses how confidential or private information is to be properly handled and safe guarded.
3. The applicant provides a plan for the disposition of confidential or private information at the end of the project period.

EVALUATION Maximum Points: 10

Applications will be scored according to extent to which they meet the following criteria:

1. The applicant includes a plan for program performance evaluation of ongoing processes and progress towards the goals and objectives of the project, which is supported by its logic model.
2. The logic model clearly explains how the inputs, processes, and outcomes will be measured, and how the resulting information will be used to inform improvement of funded activities.
3. The program services statistics that will be collected are comprehensive and include information on both adult and youth victims of domestic violence, the nature of the assistance requested, data on location of callers, data on contact response time, and other measures of the national domestic violence hotline's efficiency and performance.
4. The applicant provides a description of how it will collect and manage data (e.g., assigned skilled staff, data management software) in a way that supports program administration, accurate and timely reporting of performance measures, monitoring, and ongoing quality assessment.
5. The applicant's plan for a quality assurance system to regularly assess the quality of the services being provided by the national domestic violence hotline is sound, meets the goals and objectives of the service, and ensures that the referrals are appropriate.
 1. The quality assurance system should focus on objective measures of victim safety and service effectiveness rather than subjective or ideological metrics. Evaluation should prioritize concrete outcomes such as increase in answer rates, victims who report an improved knowledge of safety planning and community resources, and caller satisfaction with practical assistance received.

6. The applicant's plan includes actions to address identified problems, such as unanswered calls, wait time, data corruption, and other past and current technological problems.
7. The applicant will provide and define their call center standards including Key Performance Indicators, efficiencies, best practices or contact success metrics. Applicant should also provide call center associations, trainings or certifications.

BUDGET AND BUDGET JUSTIFICATIONMaximum Points: 10

Applications will be scored according to extent to which they meet the following criteria:

1. A detailed line-item budget of project costs is included and demonstrates how cost estimates were derived. Detailed calculations must include estimation of methods, quantities, unit costs, and other similar quantitative detail sufficient for the calculation to be duplicated. The budget must include all the information required and described in *the Application and Submission Information, Content and Form of Application Submission, The Project Budget and Budget Justification*.
2. The proposed budget and budget justification are feasible, logical, reasonable, and appropriate for the proposed approach.
3. The proposed budget and budget justification are free of errors (e.g., mathematical, project activities not reflected in budget).
4. The application demonstrates how the funds requested are necessary and essential to accomplish the program goals as described in *Section I. Program Description*.
5. The budget delineates fair compensation for all project partners.
6. The proposed budget assumes reasonable cost estimates to provide training and technical assistance in remote geographical locations and support community participation in these activities.
7. Provides a narrative budget justification that includes \$20,000 in travel expenses for at least two representatives from the grant recipient's organization to participate in two Network meetings and one OFVPS-sponsored meeting for the first 12-month budget period. This travel budget should include itemized travel expenses of project personnel. Indicate source of travel policies applied, either the grant recipient's policy or Federal Travel Regulations.

V.2. Review and Selection Process

Initial ACF Screening

Disqualified applications are considered "non-responsive" and are excluded from the merit review process. Applicants will be notified of a disqualification determination within 30 federal business days from the closing date of this NOFO.

Merit Review Results

When making funding decisions, we consider:

- Merit review results. They are key in making decisions but are not the only factor.
- Organizations serving emerging, unserved, or under-served populations.
- The larger portfolio of agency-funded projects by considering geographic distribution.
- The applicant's past performance.

- The application’s compliance with this NOFO’s prohibition on using funds awarded under this NOFO to support any costs related to:
 - Diversity, equity, and inclusion (DEI) activities, including research in support of such initiatives,
 - Any other initiatives that discriminate on the basis of race, color, religion, sex, national origin or another protected characteristic, and
 - Any diversity, equity, inclusion, and accessibility (DEIA) initiatives, and any discriminatory equity ideology in violation of a Federal anti-discrimination law. The definition of “discriminatory equity ideology” is in Section 2(b) of Executive Order 14190 of January 29, 2025, which can be found here: [2025-02232.pdf](#)

ACF may:

- Fund applications in whole or in part.
- Fund applications at lower amount than requested.
- Decide not to allow a prime recipient to subaward if they are not able to properly monitor and manage subrecipients properly.
- Choose not to fund applicants with management or financial problems.
- Choose to fund no applications under this NOFO.

Risk Review

Before making an award, we review the risk that you will mismanage federal funds or fail to complete the project objectives. We need to make sure you’ve handled any past federal awards well and demonstrated sound business practice. We use Sam.gov [Responsibility/Qualification](#) to check this history for all awards likely to be over \$250,000.

If we find a significant risk, we may choose not to fund your application or to place specific conditions on the award.

For more details, see [45 CFR 75.205](#) (or, starting October 1, 2025, [2 CFR 200.206](#)).

Approved but Unfunded Applications

Applications recommended for approval in the merit review process, but not selected for award may receive funds if additional funds become available in the current Fiscal Year. Applicants with “approved but unfunded” status will be notified by email.

V.3. Anticipated Announcement and Federal Award Dates

Award announcements and the application disposition will be provided to applicants at a later date. We cannot respond to requests for information regarding funding decisions prior to the official applicant notification.

VI. Federal Award Administration Information

VI.1. Federal Award Notices

If you are successful, we will email or transmit through our award systems a Notice of Award (NoA) to your authorized official. We will email you if your application is disqualified or unsuccessful.

The NoA is the only official award document. The NoA tells you about the amount of the award, important dates, and the terms and conditions you need to follow. Until you receive the NoA, you have not received an award. Project costs that you incur before you receive a NoA are at risk.

VI.2. Administrative and National Policy Requirements

There are important rules you'll need to follow if you get an award. You must follow:

- All terms and conditions in the Notice of Award, including the [ACF Standard Terms and Conditions](#) and, if applicable, any program-specific terms and conditions. We incorporate this NOFO by reference.
- The rules listed in [45 CFR part 75](#), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS Awards in effect at the time of award and any updates, or any superseding regulations.
 - Effective October 1, 2024, HHS adopted the following superseding provisions:
 - [2 CFR 200.1](#), Definitions, Modified Total Direct Cost.
 - [2 CFR 200.1](#), Definitions, Equipment.
 - [2 CFR 200.1](#), Definitions, Supplies.
 - [2 CFR 200.313\(e\)](#), Equipment, Disposition.
 - [2 CFR 200.314\(a\)](#), Supplies.
 - [2 CFR 200.320](#), Procurement Methods
 - [2 CFR 200.333](#), Fixed amount subawards.
 - [2 CFR 200.344](#), Closeout.
 - [2 CFR 200.414\(f\)](#), Indirect (F&A) costs.
 - [2 CFR 200.501](#), Audit requirements.
 - Effective October 1, 2025, HHS will adopt the remaining 2 CFR part 200 provisions, and the HHS-specific modifications located in 2 CFR part 300.
- The [HHS Grants Policy Statement \[PDF\]](#) (GPS). This document has terms and conditions tied to your award. If there are any exceptions to the GPS, they'll be listed in your Notice of Award.
- All federal statutes and regulations relevant to federal financial assistance, including those highlighted in the [HHS Administrative and National Policy Requirements \[PDF\]](#) and the [ACF Administrative and National Policy Requirements](#).
- [45 CFR Part 87 Appendix B, Equal Treatment for Faith-Based Organizations](#). This appendix explains the obligations of and protections for faith-based organizations applying for grants.

VI.3. Reporting

Performance Progress Reports:

Semi-Annually

Reporting Requirements

Recipients must submit performance progress and financial reports periodically throughout the project period. Reporting requirements are available at <https://www.acf.hhs.gov/grants/manage-grant/reporting>.

For planning purposes, the required reporting frequency for awards under this funding opportunity are as follows:

Financial Reports:
Semi-Annually

VII. HHS Award Agency Contact(s)

Program Office Contact

Laura
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U.S. Department of Health and Human Services
Administration for Children and Families
Office of Family Violence Prevention and Services
330 C St. SW
Washington
DC
20201
(202) 205-8421
Laura.Fabius@acf.hhs.gov

Office of Grants Management Contact

Janice
Realeza
Department of Health and Human Services
Administration for Children and Families
Office of Grants Management
330 C Street, SW
Washington
DC
20201
(215) 861-4007
Janice.Realeza@acf.hhs.gov

VIII. Other Information

Reference Websites

U.S. Department of Health and Human Services (HHS) www.hhs.gov/
Administration for Children and Families (ACF) www.acf.hhs.gov/
ACF Funding Opportunities Forecasts and NOFOs www.grants.gov/
ACF "Applying for an ACF Award" <https://www.acf.hhs.gov/grants/how-apply-grant>

ACF Property Guidance <https://www.acf.hhs.gov/grants/real-property-and-tangible-personal-property>

Grants.gov Accessibility Information <https://www.grants.gov/accessibility-compliance>

Code of Federal Regulations (CFR) <http://www.ecfr.gov/>

United States Code (U.S.C.) <http://uscode.house.gov/>

Office of Family Violence Prevention and Services <https://www.acf.hhs.gov/ofvps>

Application Checklist

Applicants can use this checklist to prepare their application package.

What to Submit	Where Found	When to Submit
SF-424 - Application for Federal Assistance	Referenced in <i>Section IV.2.Required Forms, Assurances, and Certifications.</i> This form is available in the NOFO's forms package at www.Grants.gov in the Mandatory section.	Submission is due by the application due date found in the <i>Overview</i> and in <i>Section IV.4. Submission Dates and Times.</i>
Unique Entity Identifier (UEI) and System for Award Management (SAM) registration.	Referenced in <i>Section IV.3. Unique Entity Identifier (UEI) and System for Award Management (SAM)</i> in the funding opportunity. To obtain a UEI and SAM registration, go to http://www.sam.gov .	A UEI and registration at SAM.gov are required for all applicants. Active registration at SAM must be maintained throughout the application and project award period.
Certification Regarding Lobbying (Grants.gov Lobbying Form)	Referenced in <i>Section IV.2. Required Forms, Assurances, and Certifications.</i> This form is available in the NOFO's forms package at www.Grants.gov .	Submission is due with the application package or prior to award.
SF-Project/Performance Site Location(s) (SF-P/PSL)	Referenced in <i>Section IV.2.Required Forms, Assurances, and Certifications.</i>	Submission is due by the application due date found in the <i>Overview</i> and in <i>Section IV.4. Submission Dates and Times.</i>

What to Submit	Where Found	When to Submit
	This form is available in the NOFO's forms package at www.Grants.gov .	
The Project Budget and Budget Justification	Referenced in <i>Section IV.2. The Project Budget and Budget Justification</i> .	Submission is required in addition to submission of SF-424A and / or SF-424C. Submission is required with the application package by the due date in the <i>Overview</i> and in <i>Section IV.4. Submission Dates and Times</i> .
The Project Description	Referenced in <i>Section IV.2. The Project Description</i> .	Submission is due by the application due date found in the <i>Overview</i> and in <i>Section IV.4. Submission Dates and Times</i> .