

# ANNOUNCEMENT FOR CY 19 & CY 20 CRIME VICTIM SERVICES (CVS) GRANT PROGRAM FUNDS

## DESCRIPTION

The Office for Victims Programs (OVP), a unit of the Division of Criminal Justice within the Colorado Department of Public Safety, announces the estimated availability of \$52 million (total announced is the amount available for 2 years) in Crime Victim Services (CVS) Grant Funds. The sources and amount of funds to be allocated are:

- \$46,459,000 from the federal Victims of Crime Act (VOCA) Program
- \$ 1,916,000 from the federal Violence Against Women Act (VAWA) Program
- \$ 625,000 from the federal Sexual Assault Services Program (SASP) Program
- \$ 3,000,000 in State Victim Assistance and Law Enforcement Funds (State VALE)

All applications must be received by **11:59 p.m., March 9, 2018** in the Zoomgrants grants management system. Staff will not be available after 5:00 p.m. on March 9, 2018 to answer questions.

### Crime Victim Services Grant Funds

The Office for Victims Programs is committed to the physical and emotional recovery of crime victims and to the restoration of victims' confidence in the criminal justice system.

This Announcement describes a consolidated application and funding process to distribute Crime Victim Services (CVS) Grant funds from four grant sources – federal Victims of Crime Act (VOCA), federal Violence Against Women Act (VAWA), federal Sexual Assault Services Grant Program (SASP) and State Victim Assistance and Law Enforcement (State VALE) funds for a single grant award period. Funds will be allocated in accordance with state and federal requirements and the intended uses of the four grant programs. Funding recommendations made by the Crime Victim Services Advisory Board will be for two years (calendar years 2019 and 2020). Grant applications, goals and objectives, and budget information should reflect a **two-year grant period**. **NOTE: This is a change from previous funding processes which asked applicants to submit a one-year budget.** The next CVS application process will occur in early 2020 for funding in calendar years 2021 and 2022. Financial obligations of the State of Colorado are contingent upon funds being appropriated, budgeted, and otherwise made available.

### Funding Procedures

Most applicants will submit one application, however, there may be situations where more than one application will have to be submitted. Applicants requesting funds for separate, distinct projects (such as a specialized prosecutor devoted to prosecuting domestic violence and sexual assault cases and a victim services project serving all crime victims within a district attorney's office) will be required to submit a separate application for each project. **Applicants who are considering submitting more than one application should contact OVP before doing so to ensure that separate applications are appropriate.** In most instances, a separate application will not be required.

OVP staff will administratively determine which funding source (VOCA, VAWA, SASP, State VALE) is appropriate for funded projects in accordance with the individual grant program requirements during the grant contracting process. Requirements such as the use of volunteers, amount and type of match, and match waivers, when applicable, will also be handled administratively by OVP staff during the grant contracting process. For a complete summary of specific federal and state funding requirements, match requirements, purpose areas, priorities, and eligible services please refer to the Appendix of the Application Instructions on the OVP website at <http://www.colorado.gov/pacific/dcj/cvs-funds>. The Application Instructions can also be found in Zoomgrants under the Library tab.

## Funding Philosophy

It is the philosophy of the *Crime Victim Services Advisory Board*:

- To equitably allocate state and federal grant funds;
- Through an objective, criteria-based process;
- In accordance with state and federal requirements and intended uses for the funds;
- Taking into consideration geography, population, need, and available resources;
- To applicants who demonstrate financial management, administrative, and organizational capacity to meet state and/or federal requirements;
- Across the 5 categories of services and activities listed below (not listed in priority order).

The following is a description of the types of services and activities currently supported with CVS grant funds:

### **Category 1 – Essential Individualized Baseline Services Accessible to Any Population That May Need Them**

Core victim services such as: crisis response from law enforcement agencies, crisis response from victim service agencies, hotline advocacy, emergency shelter, emergency financial assistance, emergency protection order assistance, criminal justice advocacy, accompaniment to emergency medical services, accompaniment and support for children and adults at forensic exams and interviews; and coordination and direct supervision of these activities, supervision, training and coordination of volunteers who perform these activities.

### **Category 2 – Individualized Quality Services in Addition to Baseline Services**

Legal advocacy, restraining order clinics, longer-term victim support and advocacy (support groups, mental health services, longer-term shelter, housing – including transitional housing), coordination and supervision of these activities, Court Appointed Special Advocate (CASA) programs, civil legal services.

### **Category 3 – Quality Services Taking Place Over an Extended Period of Time with Higher Degree of Specialization**

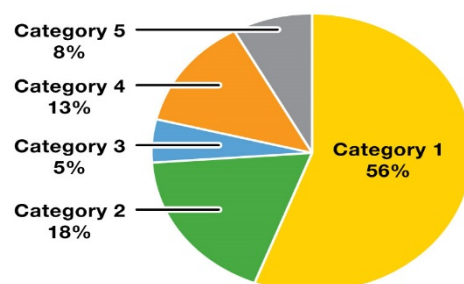
Fast-track prosecution, specialized prosecution, specialized investigation, probation victim services, retrospective victimization programs, consultation and case management regarding specialized services to specific populations.

### **Category 4 – Systems Improvement Projects/Administration**

Best practices models, community coordination, protocol development, specialized training and expert consultation, overall administration and operation of these activities, outreach, Sexual Assault Response Team (SART), Ending Violence Against Women (EVAW), Sexual Assault Nurse Examiner (SANE) activities, operating & travel, program evaluation, technology.

### **Category 5 – Crime Victim Services Related Statewide Programs/Training**

Statewide and multi-jurisdictional victim service projects, coalition activities, training for criminal justice and victim service personnel and allied professionals, conferences, VRA compliance oversight.



**Figure 1. Approximate Distribution of Funds in the past**

**Estimated Amount Available:** A total of approximately \$52,000,000 from all four funding sources (VOCA, VAWA, SASP and State VALE) is estimated to be available for this funding process. The vast majority of available funds are federal Victims of Crime Act (VOCA) funds.

In CY2017, 175 projects were funded for a total of \$19,150,847 (does not include special projects)

## **ELIGIBILITY CRITERIA**

### **Eligible Applicants**

Eligible applicants include: units of local government, criminal justice agencies, departments of state government, non-governmental non-profit victim services agencies, Indian tribal governments, statewide crime victim services coalitions, and non-profit agencies that enhance or improve crime victim services.

In order to be eligible for these funds, agencies must have a DUNS (Data Universal Numbering System) number and must obtain and maintain a current registration in the SAM (System for Award Management). Review the Application Instructions for more information on DUNS and SAM.

**Eligible projects/services include, but may not be limited to:** Court Appointed Special Advocates (CASAs), child advocacy centers, domestic violence projects, crime victim services projects, SANE/SART projects, sexual assault projects, statewide victim coalition projects, domestic violence and/or sexual assault law enforcement and prosecution projects, victim advocacy projects, domestic violence “fast track” projects, District Attorney’s victim/witness projects, formal training projects on domestic violence, sexual assault, stalking, and dating violence; statewide multijurisdictional training pertaining to victim assistance; **projects that provide services to the following types of crime victims (including, but not limited to):** child physical or sexual abuse, domestic violence, dating violence, stalking, adult sexual assault, robbery, assault, elder abuse, vehicular assault or homicide, DUI/DWI crashes, careless driving resulting in death, adults molested as children, survivors of homicide victims, disabled crime victims, human trafficking victims, and children who witness domestic violence.

### **Eligible project purposes include:**

- To provide crime victims with access to direct services designed to: (1) address their emotional and physical needs; (2) stabilize their lives after victimization; (3) assist them in navigating the criminal justice system; and, (4) assure their safety and security;
- To implement rights afforded to crime victims pursuant to section 24-4.1-302.5 of the Colorado Statutes and for the provision of additional services and programs to crime victims;
- To improve the coordination of victim services and criminal justice-based victim services;
- To develop and strengthen effective law enforcement, prosecution, judicial strategies and victim services in cases involving violent crimes against women defined as domestic violence, sexual assault, dating violence, and stalking;
- To provide training and systems improvement to enhance the state or local community’s ability to address violent crimes against women and provide effective services for crime victims; and,
- To provide direct services to victims of sexual assault.

**Organizational Requirements:** All applicants must demonstrate in their application that they have the ability to meet the requirements of at least one of the funding sources. A list of these requirements is included in the Appendix of the Application Instructions by funding source; please review these requirements to ensure your agency is able to meet them. In addition, ALL agencies must meet the following organizational requirements:

- **Capacity:** Applicants must demonstrate that the agency and staff have the ability, expertise, and experience necessary to effectively provide the proposed services and administer the project.
- **Non-Supplanting:** CVS grant funds may *not* be used to supplant or substitute for state and/or local government funds that would otherwise be available for crime victim assistance services. Grant funds are intended to enhance or expand services.
- **Matching Funds:** For purposes of this application, applicants must demonstrate the ability to provide a non-federal match for the requested CVS funds as directed in the *Instructions*. Match must be used for project-related activities.
- **Sound Financial Management:** Each applicant is required to meet federal and state requirements for managing CVS grant funds as they appear in the application or required attachments. Applicants should be able to demonstrate substantial financial support from other sources.
- **Ability to comply with CVS programmatic and financial reporting requirements.**
- **Confidentiality:** CVS grant-funded agencies must comply with applicable confidentiality laws.
- **Colorado Victim Rights Act:** CVS grant-funded agencies must assure that all staff and volunteers have read and understand the Colorado Victim Rights Act and enabling legislation (C.R.S. 24-4.1.301 et seq).
- **No Charge to Victims for Crime Victim Services (CVS) Funding:** CVS grant-funded projects must provide services to crime victims, at no charge.

**Criteria for Review of Applications:**

Applications are reviewed based upon the following criteria:

- The degree to which it is determined that the application meets state and federal requirements and intended use of the funds.
- The project meets at least one state or federal priority or purpose area.
- The extent to which the application fits within the Board's funding philosophy to distribute funds across the 5 service categories while taking into consideration geography, population, need, and available resources.
- Assessment of the applicant's ability to meet financial management and administrative requirements and provide the designated services.
- The quality of the proposal and completeness of the information provided in the application.
- The agency has demonstrated a history of providing quality services.
- The agency has substantial financial support from sources other than CVS funds (defined as at least 25% of the agency's funding).
- The community's need for the service has been demonstrated.
- The project would actively address the needs of underserved populations.
- The goals and objectives are clear, measurable, and appropriate for the delivery of services.
- A reasonable plan to collect data on the impact of services has been demonstrated.
- Budget items are reasonable, well justified, and proportionate to the activities. The budget is prepared and calculates correctly. The applicant demonstrates the ability to provide match.
- The diversity of the agency's funding.
- The agency coordinates with other existing services in the community. The project does not duplicate services being provided by other agencies.

Applications will be reviewed by OVP staff and members of the Crime Victim Services Advisory Board, which serves in an advisory capacity to DCJ.

**Rejection of Proposals:** The State of Colorado reserves the right to reject any or all proposals, to waive informalities and minor irregularities in proposals received, and to accept any portion of the proposal or all items proposed, if deemed in the best interest of the State of Colorado to do so. Failure of the applicant to provide information requested in the application shall be the responsibility of the applicant agency, and may result in disqualification of the applicant. The fact that an applicant meets eligibility requirements and applies for eligible services, does not guarantee funding.

## **ADDITIONAL CRITERIA/INFORMATION**

**Allowable Costs:** Personnel providing eligible services, operating costs associated with eligible services, eligible services skills training, supervision of project-related staff and activities, well justified travel, and professional services/consultants providing eligible services, indirect costs, supplies, and equipment.

**Unallowable Costs and Activities:** Lobbying, fundraising, most food and refreshments, most Victim Compensation eligible costs, most medical costs other than SANE exams and those listed in the VOCA Assistance rule, property loss, and inherently religious activities. Please refer to the Appendix in the Application Instructions on the OVP website at: <https://www.colorado.gov/pacific/dcj/cvs-funds> for specific unallowable costs for each grant funding source, which may apply to your specific project. The Application Instructions are also available in Zoomgrants under the Library tab.

**Award Period:** January 1, 2019 – December 31, 2020. Agencies will receive one grant agreement for this two year grant period. **Be sure to write your goals and objectives and your budget for this 24 month grant period!**

### **Program Schedule**

Applications must be submitted by 11:59 p.m. on March 9, 2018. Staff will not be available to answer questions after 5:00 p.m. Grant Application workshops (including one webinar) will take place from January 18, 2018 – February 21, 2018. A list of specific grant writing workshops is available on our website at <https://www.colorado.gov/pacific/dcj/cvs-funds>. The CVS Board will meet in the summer of 2018 to make preliminary funding recommendations. Denied applicants will be notified in late July/early August and will have the option to request a reconsideration of the Board's decision. The reconsideration meeting will be held in August 2018. Final award decision letters will be emailed in late August. For funded projects, award documents will be made available in October. The deadline for grant agreements to be returned to OVP is November 2018.

### **Program Website**

The Announcement, Application Instructions, and other resources are available on the OVP website at: <https://www.colorado.gov/pacific/dcj/cvs-funds>.

### **Contact Information**

**Grant application questions:** To assist potential applicants, we have created Application Instructions that are available on our website at <https://www.colorado.gov/pacific/dcj/cvs-funds>. Please review this document for the answers to many of your questions. If after reviewing the Instructions document you still have questions, please contact OVP at 303-239-5719 or toll-free at 1-888-282-1080.

**Help with Goals & Objectives, Budgets, etc.:** Because OVP has to provide equal access to grantees, we are unable to provide specific advice on how to write your application. However, this year OVP has contracted with several resources to assist applicants in writing their application. These resources are available from January 18, 2018 to March 9, 2018 and can be reached by emailing [cvsgrantshelpline@gmail.com](mailto:cvsgrantshelpline@gmail.com). The contractors are available to help applicants with questions ranging from how to write good goals and objectives to how to create a budget and write a budget narrative and justification. Please allow 24 hours for a response.

**Zoomgrants:** If you have questions about Zoomgrants, contact Lindsey Johnson, Customer Support Coordinator, at 303-239-5830 or via email at [lindsey.johnson@state.co.us](mailto:lindsey.johnson@state.co.us).