

TARGETED ANNOUNCEMENT OF AVAILABLE FUNDS

Victims of Crime Act (VOCA) Discretionary Training Funds

January 1, 2017 – December 31, 2017

**OFFERED THROUGH THE COLORADO DIVISION OF CRIMINAL JUSTICE
(OFFICE FOR VICTIMS PROGRAMS – OVP)**

APPLICATION DEADLINE: Tuesday, March 1, 2016, 11:59 p.m.

Technical assistance will not be available after 5:00 p.m.

ABOUT THE FUNDING AGENCY

The Office for Victims Programs (OVP), a unit of the Division of Criminal Justice, is committed to the physical and emotional recovery of crime victims and to the restoration of victims' confidence in the criminal justice system.

PROGRAM DESCRIPTION

Colorado has received a federal Victims of Crime Act (VOCA) discretionary grant in the amount of \$416,808 to provide regional and/or statewide training and technical assistance to victim assistance providers and others who work with crime victims. In anticipation of receiving these funds, staff at the Office for Victims Program (OVP) at the Division of Criminal Justice (DCJ) conducted a survey of existing grantees and stakeholders and consulted with the Crime Victim Services Advisory Board members (who represent a variety of disciplines, including child advocacy centers, CCASA, CCADV, COVA, and others) to determine the best use of these funds.

The results of the survey and consultation with the CVS Board indicated the following training priorities/topics:

- Community training on topics that help direct victim service providers do their job, such as trauma-informed practices, using an established group of multidisciplinary trainers
- Victim Assistance Academy training, both beginning and advanced levels
- Human Trafficking training
- Statewide coalition training to its membership and other victim service providers for the purpose of improved direct service skills
- Training on Program Evaluation and Evidence Based Practices (this training topic will only be eligible if the new VOCA regulations are passed)

The purpose of this targeted announcement is to fund a small number of training projects that will provide training on one or more of the identified training priorities, regionally or statewide. It is the expectation that funded projects will also make their training available via webinar or other means in order to effectively reach a large number of victim assistance providers and others who provide direct services to crime victims. Agencies may apply for reasonable training expenses, including, but not limited to, trainer time and effort, supplies and operating, and trainer and attendee travel costs. The cost of refreshments, meals and trinkets are not allowed and should not be included in the application budget. In addition, preference will be given to agencies whose projects do not include project income. For example, a conference or training that does not charge individuals to attend.

Individual agencies applying for Crime Victim Services (CVS) grant funds should not apply for these training dollars to provide training to their agency staff; skills training should be included in the agency's regular grant request.

Any training or training materials developed or delivered with this funding must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.

In addition, any training grants awarded that involve the production of training curriculums require the subgrantee to consult and cooperate with the Office for Victims of Crime's Training and Technical Assistance Center (OVC TTAC) in the development of the curriculum to ensure compliance with OVC's instructional design standards (available at <https://www.ovcttac.gov/views/TrainingMaterials/dspCurriculumStandards.cfm>).

FUNDING DETAILS

A total of \$416,808 will be available for calendar year 2017. The source of these dollars is federal Victims of Crime Act (VOCA) discretionary grant funds (separate from the formula grant received by the state).

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 the intended use of the funds.
- Assessment of the applicant's ability to meet financial management, administrative, and organizational requirements and provide the designated services.
- The quality of the proposal and completeness of the information provided in the application.
- 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 diversity of the agency's funding.

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.

ELIGIBILITY CRITERIA

Eligible applicants include:

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.

Project requirements:

Selected applicants will be required to track the number of training and technical assistance requests they receive, the number training events held, the number of participants who successfully complete the training, the number of organizations that receive training, the number of scholarships provided (if applicable), and an evaluation of the training events provided by the participants.

All of the training provided has to be to victim assistance providers and others who work directly with crime victims.

APPLICANTS SHOULD SPECIFICALLY ADDRESS THE FOLLOWING IN THEIR APPLICATION

1. The type of training to be provided, including the topics to be covered and the skills that attendees will gain as a result of the training.
2. The types of agencies and staff to be trained.
3. The system the agency will use for receiving, tracking and responding to requests for training.
4. The training evaluation process the agency will use.
5. The way the agency will make their training available electronically through webinars, recorded training sessions or some other means.

APPLYING FOR THESE TRAINING FUNDS

Applicants should fill out an application in the Colorado Grants Management System (COGMS); if the applicant is also submitting a grant application for a different grant project, the applicant should complete TWO SEPARATE APPLICATIONS (don't combine the training project with the agency's other project).

AWARD PERIOD

January 1, 2017 – December 31, 2017.

PROGRAM SCHEDULE

Applications must be submitted by 11:59 p.m. on Tuesday, March 1, 2016. Grant Application webinars will take place from February 3, 2016 – February 11, 2016. A list of upcoming and important dates is available on our website (<http://dcj.ovp.state.co.us/>). The CVS Board will meet in the summer of 2016 to make preliminary funding recommendations. Denied applicants will be notified in late July 2016 and will have the option to request a reconsideration of the Board's decision. The reconsideration meeting will be held in August 2016. Final award decision notifications will be emailed in late August 2016. For funded projects, award documents will be made available in October. The deadline for contracts to be returned to OVP is November 2016. A timeline/schedule is posted on our website.

PROGRAM WEBSITE

The 2016 Crime Victim Services (CVS) Application and Announcement can be accessed through the online application system, COGMS, at <https://g3.state.co.us/grantium/frontOffice.jsf>.

Announcements for the Training Funds and for the Regular CVS Application, Application Instructions, sample Grant Agreement, Detailed Schedule of Activities, and Required Attachments to your application are available on the OVP website at: <http://dcj.ovp.state.co.us/>.

PLEASE NOTE: All applicants must have a valid Applicant Profile and be registered for the funding opportunity to apply for funds.

- **Current Grantees & Agencies that have previously applied for DCJ funding using COGMS:** If you are a current grantee, your Applicant Profile should already be in the COGMS system; please refer to the Application Instructions on our website for information on how to get started on your application. If you are a current grantee and are having trouble finding your Applicant Profile information please contact Kathy Holland at 303-239-4395, 1-888-282-1080 toll-free (outside the metro area) or via email at Kathryn.holland@state.co.us.
- **New Applicants:** If you are not a current grantee, please contact Kathy Holland at OVP at 303-239-4395, 1-888-282-1080 toll-free (outside the metro area) or via email at Kathryn.holland@state.co.us to set up an Applicant Profile in the COGMS system. **You will not be able to start your application until your Applicant Profile has been validated by the state. You must request your Applicant Profile no later than February 23, 2016 at 5:00 p.m.** Once your Applicant Profile has been validated you will be able to start and submit your application, which is due no later than March 1, 2016 at 11:59 p.m. You will receive an email from Kathy Holland once your applicant profile has been validated.

Contact Information

To assist potential applicants, we have created Application Instructions that are available on our website at <http://dcj.ovp.state.co.us/>. Please review this document for the answers to many of your questions. If after reviewing the Instructions document you still have questions, or if you have questions about COGMS, please contact OVP at 303-239-5719 or 1-888-282-1080 toll-free. Grant managers cannot provide specific advice on how to write your application but are available to answer questions about COGMS and application questions not explicitly addressed in the Instructions.