

# Announcement

## ANNOUNCEMENT OF AVAILABLE FUNDS

### Victims of Crime Act Fund (VOCA) One-Time Nonrecurring Funding Announcement

May 1, 2016 – April 30, 2017

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

APPLICATION DEADLINE: FRIDAY, SEPTEMBER 25, 2015, 11:59 p.m.

#### About the Funding Agency

The Office for Victims Programs (OVP), a unit of the Colorado 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. This year marks an exciting and significant milestone in the work of victim services on a national level, as Congress has increased the Victims of Crime Act (VOCA) cap, enabling Colorado to receive a significant increase in its VOCA formula grant appropriation. Colorado's new appropriation will total \$32.5 million, from a previous \$7 million. In an effort to pass through the funds expeditiously, and in addition to our regular Crime Victims Services (CVS) grant process, OVP is offering a one-time nonrecurring funding opportunity detailed below.

#### Program Description

**This Announcement describes an application and funding process to distribute victim services grant funds from the federal Victims of Crime Act (VOCA) grant program for one-time nonrecurring funding for a single, twelve month grant award period. This one-time nonrecurring funding opportunity does not take the place of the regular consolidated CVS grant application process. The next regular CVS consolidated application process will begin in February 2016, for funding in calendar years 2017-2018 (for VOCA, VAWA, SASP and State VALE funds). Funds will be allocated in accordance with state and federal requirements and the eligible uses of the VOCA fund. Funding recommendations made by the Crime Victim Services Advisory Board will be for a twelve month grant period, from May 1, 2016 to April 30, 2017. Contracts with grantees will be executed to ensure that grantees are meeting all programmatic and financial requirements. Financial obligations of the State of Colorado are contingent upon funds being appropriated, budgeted, and otherwise made available. All applications must be made in the Colorado Grants Management System (COGMS).**

**Among other federal requirements, federal VOCA regulations require agencies to use volunteers and provide victim's compensation assistance to victims. In addition, agencies are required to provide 20% match. However, partial match waivers may be available and will be reviewed on a case by case basis and require approval by the federal Office for Victims of Crime. For a complete summary of VOCA specific federal funding requirements, match requirements, and eligible services please refer to the Application Instructions on the OVP website at <http://dcj.ovp.state.co.us/> .**

**This one-time nonrecurring single year funding opportunity for VOCA grant funds is intended for one-time nonrecurring needs such as technology, shelter improvements (ADA compliance), limited English proficiency communications, individuals with disabilities communication, case management programs, etc.**

**Recurring personnel costs will be considered an allowable expense if your program has a unique situation where it has recently been subject to a demonstrated significant funding loss directly affecting the organization's ability to support essential staff positions. These personnel costs may only be requested for the period of 5-1-2016 to 12-31-2016 (i.e. approved funds for this area must be expended during this time period).**

## **Funding Details**

The Department of Justice is currently revising the Program Guidelines governing the VOCA Victim Assistance Grant Program. These new regulations are anticipated to be released in the fall of 2015. We expect these regulations to be enacted prior to the contracting of these grants. Therefore, there may be changes to eligibility requirements that were not available at the time of this Announcement. If necessary, staff will work with awarded projects to ensure all projects are eligible under the new Guidelines.

**Estimated Amount Available:** A total of approximately \$3,000,000 from the federal VOCA fund is estimated to be available for this May 1, 2016 – April 30, 2017 funding opportunity.

### Eligibility Criteria

Eligible applicants that provide direct services to crime victims 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 (501 (c) 3 status) that provide direct 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.

Projects that provide direct victim services to the following types of crime victims: 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, and children who witness domestic violence.

**Organizational Requirements:** Non-profits may be required to publish their financial statements online. However, this has yet to be determined by the federal Office for Victims of Crime. In addition, all applicants must demonstrate in their application that they have the ability to meet the VOCA requirements. A list of these requirements is included in the Application Instructions; please review these requirements to ensure your agency is able to meet them as they are listed currently. As mentioned previously, the Department of Justice is currently revising the Program Guidelines governing the VOCA Victim Assistance Grant Program. These Guidelines are anticipated to be released in the fall of 2015. We expect these Guidelines to be enacted prior to the contracting of these grants.

Therefore, there may be changes to eligibility requirements that were not available at the time of this Announcement. If necessary, staff will work with awarded projects to ensure all projects are eligible under the new Guidelines.

**Allowable Costs:** Technology, personnel providing eligible services as it relates to a one-time nonrecurring project\*, operating costs associated with eligible services, skills training for direct services staff and training related travel, supervision of project-related staff and activities, well justified travel, and professional services/ consultants providing eligible services. For a list of examples of one-time nonrecurring projects, please visit our website at <http://dcj.ovp.state.co.us/> .

**\*Recurring personnel costs will be considered an allowable expense if your program has a unique situation where it has recently been subject to a demonstrated significant funding loss directly affecting the organization's ability to support essential staff positions. These personnel costs may only be requested for the period of 5-1-2016 to 12-31-2016 (i.e. approved funds for this area must be expended during this time period).**

**Unallowable Costs and Activities:** Lobbying, fundraising, perpetrator rehabilitation, most food and refreshments, Victim Compensation eligible costs, and inherently religious activities. Please refer to the Application Instructions on the OVP website, <http://dcj.ovp.state.co.us/> , for specific VOCA unallowable costs, which may apply to your specific project.

## Evaluation

## Criteria for Review of Applications

Applications are reviewed based upon the following criteria and the degree to which your project improves direct victim services:

- Request represents a one-time nonrecurring request.- The degree to which it is determined that the application meets federal VOCA requirements and the intended use of the funds.- The extent to which the application fits within the Board's funding philosophy to distribute funds while taking into consideration geography, population, need, and available resources.- 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 agency has demonstrated a history of providing direct victim services or can demonstrate that 25-50% of their financial support comes from non-federal sources.- The use of direct victim service volunteers.- The project provides victim's compensation assistance.- 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 demonstrated impact of the project in relation to direct victim services.- 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. Although, partial match waivers may be available and are subject to approval by the federal Office for Victims of Crime.- The agency collaborates 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 serve 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.

### Award Period

May 1, 2016 – April 30, 2017 (a one-year grant period: Grants for recurring personnel costs will be from 5/1/16 to 12/31/16)

### Program Schedule

Applications must be submitted by 11:59 p.m. on Friday, September 25, 2015. Members of the CVS Board will meet on December 4, 2015 to make preliminary funding recommendations. Denied applicants will be notified on December 8, 2015 and will have the option to request a reconsideration of the decision. The reconsideration meeting will be held on December 18, 2015. Notification of final award decisions will be sent on December 22, 2015. For funded projects, award documents will be made available via COGMS in February 2016. The deadline for contracts to be returned to OVP is March 4, 2016. A final timeline/schedule will be posted on our website.

### Program Website

The 2016 VOCA One-Time Nonrecurring Funding Announcement and Application can be accessed through the on-line application system, COGMS, at <https://g3.state.co.us/grantium/frontOffice.jsf> . The Announcement, Instructions, sample Grant Agreement the Detailed Schedule of Activities, and Required Attachments to your application are available on the OVP website at: <http://dcj.ovp.state.co.us/> . Applicants are responsible for reading all of these documents.

**PLEASE NOTE:** All applicants must have a valid Applicant Profile to apply for funds. If you are a current recipient of CVS funds, your Applicant Profile is already established. However, if your agency is a new applicant, you will not be able to submit your application until your Applicant Profile has been validated by the state. As indicated on the COGMS cover page, this validation process takes 3-5 days; you must submit your Applicant Profile and register for the funding opportunity no later than September 18, 2015 at 5:00 p.m. You can continue to work on your application while this validation is in process. Once your Applicant Profile has been validated you will be able to submit your application, which is due no later than September 25, 2015 at 11:59 p.m.

Please periodically check COGMS to see if your applicant profile has been validated. Please refer to the 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, please contact OVP at 303-239-5719 or 1-888-282-1080 toll-free (outside the metro area). If you are not a current grantee, refer to the Instructions on our website for information on how to set up an applicant profile and register for the funding opportunity.

### Contact Information

To assist potential applicants, we have created CVS Application Instructions that are available on our website at <http://dcj.ovp.state.co.us/> . We ask that you review this document for the answers to many of your questions. If you still have questions after reviewing the Application Instructions document, 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 general application questions.

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