***Frequently Asked Questions and Answers***

***Law Enforcement/Prosecution Victim Assistance Notice of Funding Opportunity October 23, 2020***

* **Please Note that there has been a change to the NOFO:**

**Victims of Crime Act (VOCA)**

**Law Enforcement/Prosecution Victim Assistance**

**NOFO # 1745-1664**

**TABLE, Entry #12: Fund Range: $75,000 - $1,375,000 (Revised NOFO Instructions page 2)**

# **Funding Information (Revised NOFO instructions, page 14)**

## 1. *Award period*

Grant awards resulting from this opportunity will have a target period of performance of January 1, 2021, to December 31, 2021. Additional funding of up to 24 months may be awarded after the initial funding period, contingent upon satisfactory performance and availability of funds. Funding support for this program will not exceed a period of 36 months.

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## 2. *Available Funds (*Revised NOFO instructions, page 13*)*

A total of $2,745,000 in FFY18 and FFY19 Victims of Crime Act funding is available through this solicitation.

Funding minimum and maximum values are based on the population served by county or municipality, as follows:

|  |  |  |
| --- | --- | --- |
| **Population of Area Served** | **Minimum Award**  | **Maximum Award** |
| 1 – 2,999,999 | $75,000 | $350,000 |
| 3,000,000 – or higher | $75,000 | $1,375,000 |

Find your County or municipality population here:

Census Bureau https://www.census.gov/quickfacts/fact/table

Agreements that result from this funding opportunity are contingent upon and subject to the availability of sufficient funds.

Applications must include an Implementation Schedule that describes how the program activities will be carried out. The Implementation Schedule must include information that will allow ICJIA to assess grant activity relative to planned project performance.

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* **Can we allocate a percentage of our support staff salary to our grant budget? We currently have a support staff member assisting our Victim Witness by answering phones when we are away from our desks (in trials and meetings) and by sending restitution forms to felony case victims.  The assistance with restitution mailings is a routine, weekly task.**

Activities must be direct services. Please note that the activities cannot encompass aid in the prosecution. So, answering phones **must be** only from victims seeking services, and the dispersal of Victims Comp forms needs to include direction on completion.

* **Currently our budget numbers are short of the $75,000 minimum.  How will that work for us?  If it is essential that our budget reflect the $75,000 minimum?  If yes, what kind of adjustments can we make to our budget categories?  Can we include some desperately needed furniture for our Victim Witness room and/or Supplies?**

Yes, your budget must meet the $75,000 minimum.

* **Does our office need to submit the United States Internal Revenue Service 501c3 letter?**

Yes, you will need to submit the 501c3 letter. If you do not submit with the application, and your application is selected for funding, you will be asked to provide the letter at that time.

* **The last question of the goals section on the Program Narrative says, “REQUIRED TRAININGS”. The question asks for # of staff trained. Is this referring to # of staff in our organization as a whole or # of VOCA funded staff?**

This refers to the VOCA funded staff.

* **The NOFO states that we must match 20%. Does this include match of 20% for supplies/travel requests?**

Match refers to the entire program cost. You may apply match to all program categories, or just some categories. That is up to you to decide.

* **If we only have one full time position and want to fund another part time position, does the grant application minimum amount have to be over $75,000 as the minimum amount requested if solely for a part time position?**

The $75,000 does not have to be comprised only for the salary category.  The $75,000 is the total budget (all categories added together).

* **If we have an existing full time position that will become responsible for the administrative responsibilities of the new part-time worker added by grant funds, can part of the existing salary for the full timer be included in the grant if there is going to be a pay increase for their responsibilities?**

If you have an employee that is currently full time and want to charge part of their salary to the grant because that person will be taking on some administrative duties related to the grant; the salary can be prorated to the amount of time that the person will be working on VOCA allowable activities under the grant. The agency should be sure that they are not replacing State or Local funding with Federal funds; as this is Supplanting. To avoid supplanting, the duties paid under the grant should be new duties related to the grant that were not done prior to the grant being awarded.

* **Can we estimate the amount of money that will be paid for expenses for training, supplies, benefits (ex: cell phone, mileage)?  If so, what is the margin of error if less is spent than awarded?**

Yes, estimates are fine.  We do understand that some programs may lapse funds. We help monitor the funds on the program to help deter lapsing funds and if possible, will aid in budget revisions.

* **Does the minimum amount requested have to be the $75,000?**

Yes, the minimum does have to be $75,000.