

2018 VOCA and STOP – RFP Frequently Asked Questions (FAQ's)

1. Can we fundraise?

Employees that are covered/paid with VOCA or STOP funds cannot participate in fundraising activities.

2. Can you apply for both VOCA and STOP?

Organizations can apply for both VOCA & STOP funding if the service(s) they are providing fall(s) within the guidelines for each funding source and meets the requirements of the RFP.

3. What are the amounts available? Is there a cap?

The total amount of VOCA funds available is \$15,000,000 and the total amount of STOP funds available is \$500,000. There is no set limit to how much an applicant can request.

4. Is this an ongoing grant or good for one year?

The grant is good for one year beginning October 1, 2018, and expiring on September 30, 2019. The decision to allow a second year will be made based on program performance and available funding.

5. Can we co mingle different funding programs?

The organization must be able to clearly show how VOCA funds are spent separate from other funding sources.

6. On the SF-424, what goes in #10 and # 16?

For # 10, you will list the name of the Federal Agency. For # 16, you will list the Congressional Districts of your service area.

7. Did DFA make the decision to not allow purchase of vehicles under VOCA? Is leasing a vehicle considered a purchase?

IGS is currently reviewing its policy towards vehicle purchases and will provide further guidance once a decision has been made.

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8. Do services have to be provided to an identified population or can it serve all populations?

Services can be provided to all population; however, the applicants must identify which of the specified populations it intends to serve and a sizable portion of the funding should be used to provide services to that victim population in accordance with the state's goals.

9. How do you calculate hourly wage for salaried employees?

Hourly wages for salaried employees can be calculated by dividing the employee's salary by 40 and dividing again by 52.

10. On the SF-424, does it actually need to be signed or can it be typed?

The SF-424 needs to be signed by the Authorized Officials

11. On the SF-424, do you include money that you are applying for?

Yes – you will only include the money that you are applying for in this grant.

12. Is the only attachment needed when the grant is submitted is the SF 424?

Yes.

13. Does the application have to include all underserved populations or can it specifically serve an underserved population?

The organization can only serve the underserved populations that are in its area. These underserved populations should be the highlight in your application.

14. How to report Professional Service Volunteer hours?

Professional Service Volunteer hours should be reported as match under the Professional Services line item. Organizations will need to have a professional services agreement with the volunteer that highlights their qualifications as well as their hourly rate and the number of volunteer hours they will provide.

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15. Is transportation an allowable expense?

Transportation of victims to receive services and to participate in criminal justice proceeding are allowable. Documentation of transportation services will need to be provided to receive reimbursement.

16. Are special documents needed for in-kind donations?

Documentation will need to be provided for any in-kind donations used as match. The documentation should include the fair market value of the donation and show how that price was derived.

17. Is training an allowable expense?

Yes, training is an allowable expense.

18. Is there a balance between volunteer and in-kind match?

The balance between volunteer and in-kind match is left up to the organization. However, organizations should take every measure possible to diversify its match budget as much as possible.

19. Can entities that have not previously served victims, but intends to start serving victims, apply for funds?

Yes, we encourage new applicants and service areas.

20. How long does it take to get approval for IGS Connect from IGS IT staff?

Applicants should allow at least 24 hours for IGS IT staff approval when setting up a new account in IGS Connect.

21. What is the match rate for STOP?

Match is not required for STOP if you are funded as a Victim Services provider. All other categories require match.

22. What is the match rate for VOCA?

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The match rate for VOCA is 25% of federal funding or 20% of the **total** project.

23. How do you figure match?

Match is calculated by taking the federal amount requested multiplying it by 20 and then dividing by 80. Match Funds = Federal Amount x 20 /80.

24. What is the match rate for new sub-grantees?

Match rate for new sub-grantees is 35% of federal funding or 26% of the **total** project.

25. Can a percentage of the VOCA project be prevention?

Yes, VOCA Regulations allow for funds to be used to support prevention activities (§94.119 (j) Public Awareness).

26. Does the AO and the AAO information carry over?

AO and AAO information should carry over to the new application in IGS Connect.

27. Can you use more than 8 hours of volunteer time per volunteer a day?

No

28. Do they have to go through training to be considered a volunteer for match?

Volunteers need to provide a service for victims. It is a good practice for volunteers to have at least a basic understanding of victim services and the organization prior to beginning their service.