



AKANSAS DEPARTMENT OF FINANCE AND ADMINISTRATION
VICTIM JUSTICE AND ASSISTANCE PROGRAM
 STOP and VOCA RECOVERY PROGRAMS



RECOVERY RFP QUESTIONS AND ANSWERS

QUESTION	ANSWER
1. If we have a full time worker that does not receive federal funds (salary 100 percent out of pocket) can we use that person to match a VOCA salary match?	Yes, if the person's duties are related to the project.
2. Since the funding for the Recovery Act grants will be for 22 months, do you want a 22-month budget?	Yes, you're absolutely correct; the budget should be for the entire 22 month period.
3. I have a position 50% paid by federal funds and 50% paid from other funds. At the end of September, the other funds will no longer be available. Can I request Recovery funds to cover the balance of salary and how would I handle the current funding verses new funding because of the different grant period dates?	Recovery funds are to be used to create and/or retain jobs; therefore the situation described would qualify. Recovery funds could not be made available until October, when the other funding is no longer available.
4. Are the figures shown in your Funding Announcement pie charts for VOCA & STOP grants the actual amounts available for this funding opportunity?	Yes.
5. Should I show the County along with its EIN and DUNS numbers as the applicant for the Recovery Act funding, or the organizational unit, the Sheriff's Department along with its EIN and DUNS numbers?	You should submit the EIN and DUNS number for the applicant organization applying for the grant. If the applicant is the County, use its numbers. If the applicant is the Sheriff, use his numbers. Remember, in addition to an EIN and DUNS number, the applicant organization must have a current registration in CCR. www.ccr.ogv
6. If our Recovery application is for services currently being provided with regular VOCA and STOP funds, which end September 30 th and the application is approved to begin June 1 st , how will we deal with the overlap?	If the Recovery application entails different or clearly enhanced services provided in your current subgrant, then you could begin June 1 st . However, if the Recovery program will fund the same services provided in your current subgrant, you would not be able to accept the Recovery award until the end of your current subgrant. Recovery funds would then be used to retain services
7. Are these funds (for the May 1 deadline) reimbursement based or pre-paid with monthly report/accounting?	VJA currently pays subgrantees on a reimbursement basis. No decision has been made as to whether or not we will allow advance payment of the Recovery funds.



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<p>8. How do I factor annual raises in for the positions for which the organization is applying? My thought was to add a 3% raise on October 1st of each year of the subgrant. Is this okay, or do I show a flat rate for the 22 months.</p>	<p>Your application budget should be a true reflection of what is projected. If you know staff will receive a salary increase, you should factor that in. The method you describe is quite accurate.</p>
<p>9. I'm a prosecuting attorney's office and there is only one victim service provider in our area, and it is almost an hour away, can I have local law enforcement sign my consultation certification?</p>	<p>No, per OVW regulations: prosecution, law enforcement and courts must show documentation that they have consulted with victim services providers during the course of developing their applications for the Recovery Act STOP Program, in order to ensure that proposed activities are designed to promote the safety, confidentiality and economic independence of victims of domestic violence, sexual assault, stalking and dating violence.</p> <p>This requirement can be found in 42 U.S.C. § 3796GG (D) (4).</p>
<p>10. I have a question. Can we only apply for recovery funds? Or is it best to apply for the regular funds and recovery funds?</p> <p>Our organization does not currently receive STOP or VOCA funds. We were planning to apply for both by this Friday, April 17th, in response to the initial announcement. However, since Recovery Funds for STOP and VOCA are now available--and the deadline for Recovery Funds applications isn't until May 1st--we do not know if we need to send applications in by this Friday, and then send second applications by May 1st for the Recovery Funds. Or does the availability of Recovery Funds for STOP and VOCA replace the initial announcement?</p>	<p>An organization may apply for BOTH regular and recovery funds.</p> <p>Recovery funds do not replace prior funding.</p> <p>My best advice is to apply for both sets of funding.</p>



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11. I am working through a STOP Recovery Funds application and I have a question regarding Attachment H. As I understand it we need to consult with a victim services program to ensure that the proposed services are in line with the VAWA requirements. Is that correct?	Attachment H – Consultation Certification is to be completed by law enforcement, courts and prosecution agencies only.
12. Is there any possibility that match could be waived for good cause on either of these funding sources either fully or at least partially?	Organizations may request a waiver of all or part of the match requirement. Requests should be made at the time of the application.
13. Should the projections for the number of victims to be served, and all of the other questions relating to services be projected for 22 months?	Yes, all projections (# of victims to be served, amount of funds needed, etc.) should be for the full twenty two (22)
14. Are narrative pages on the grant application or do I use a plain sheet and put our name and narrative on it?	Use plain paper; be sure to include the agency’s name on all pages of the application. Formatting of the project narrative is at the discretion of the applicant, as long as it meets all listed requirements stated in the application and instructions.
15. Is there a cap on Recovery Funds?	No, there is no cap on the amount of funds you may request under the STOP and VOCA recovery funds Request for Proposals.
16. Are Transportation costs (mileage) allowable for Volunteer staff the same as it is for paid staff?	Transportation costs for volunteer staff is an allowable expense. Mileage reimbursement may not exceed the State rate of \$0.42/mi.
17. I have my CCR registration completed however on attachment I - compliance and monitoring report, it asks for CCR # in box #8. I've searched and searched and cannot find a #. Can you point me in the right direction?	Sorry for the confusion, apparently there is no CCR number. In the space provided for the number on the form, simply indicate “yes”. Should you receive a subgrant you will need proof of current CCR registration.



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18. Are Capital outlay costs allowed, i.e. computers, desks, and chairs for support groups?	Yes, as long as they are reasonable and necessary to the program.
19. Can VOCA cover training costs, i.e. registration, travel, etc?	Yes, per the VOCA program guidelines: “ VOCA funds designated for training are to be used exclusively for developing the skills of direct service providers including paid staff and volunteers, so that they are better able to offer quality services to crime victims. “ http://www.ovc.gov/voca/vaguide.htm
20. Will these applications be reviewed by a committee?	Recovery applications will be reviewed by VJA staff and a committee consisting of members of the VJA Advisory committee.
21. On the cover page, question 24, the part about essential services to be maintained without disruption. Should this figure be a count of type of services or the actual # of services performed i.e. 60 court visits, 60 phone contacts etc.	Both. State the type of service to be maintained as well as the number. Your example of 60 court visits, 60 phone contacts, etc. is correct.
22. Do “Jessica Gonzalez ‘Victim Assistants” have to housed in the local law enforcement agency?	Yes.
23. In the funding section of the compliance report – do we only put the amount requested in the grant or is it all funding sources like on Attachment A: financial overview?	Attachment I, (Arkansas Recovery and Reinvestment Act Compliance and Monitoring Report) item #10, funding, requires that you indicate the amount and source of all funding for the proposed project. (NOT the entire agency)
24. Is the opportunity competitive or discretionary? (Item 20 on the Arkansas Recovery and Reinvestment Act Compliance and Monitoring Report	Recovery funds will be allocated following a competitive request for proposal process, therefore, Item 20 on the Arkansas Recovery and Reinvestment Act Compliance and Monitoring Report should indicate competitive.
25. Can the recovery money under <u>STOP</u> be used to purchase vehicles?	No, the purchase of vehicles is not allowable.



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26. When requesting a match waiver, should the proposed budget reflect the full 37% or just whatever the waiver request amount is?	If you are requesting a waiver for the full percentage required, the budget would reflect \$0.00 match. If you are requesting a partial waiver, indicate the amount of match to be submitted on your budget and in your request.
27. May we request funding for recruitment costs of recruiting additional volunteers and costs for training those volunteers?	Yes, recruitment and training of volunteers is an allowable expense.
28. Can equipment depreciation be used as match	Yes.