



Victim Witness Grant Program (VWGP)

Guidelines and Application Procedures
State Fiscal Year 2026
Non-Competitive Solicitation
For Continuation Applicants

Application Due Date: Friday, May 9, 2025, 5:00 p.m.

Late applications will not be accepted.

Virginia Department of Criminal Justice Services
1100 Bank Street, Richmond, VA 23219
www.dcjs.virginia.gov

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I. Introduction

The Virginia Department of Criminal Justice Services (DCJS) is accepting applications for State Fiscal Year (SFY) 2026 Victim Witness Grant Program (VWGP) funding.

Applicants can efficiently and effectively prepare complete applications using the guidance presented in this document. The development of these guidelines was informed by the Victims of Crime Act (VOCA) Final Rule and other federal and state requirements.

Applicants must comply with the applicable provisions of VOCA, these guidelines, the terms and conditions of the subaward, and the requirements of the U.S. Department of Justice Grants Financial Guide. Only those costs directly related and essential to providing direct services to crime victims can be charged to the grant.

A. Grant Period

This is a **continuation** grant opportunity from SFY2025. The grant period is for 12 months, SFY2026, July 1, 2025 through June 30, 2026. Grant period extensions will not be considered.

B. Funding Source

Funding for this grant program is made available from:

1. Victims of Crime Act (VOCA) funds, administered to DCJS by the United States Department of Justice,
2. Virginia Crime Victim-Witness Fund (state special funds), and
3. State general funds.

The federal Crime Victims Fund, which supports VOCA grants, was established in 1984 and is one of the major funding sources for victim services throughout the United States. Revenues are deposited into the Crime Victims Fund annually from criminal fines, forfeited appearance bonds, penalties, special forfeitures, special assessments, and gifts, donations, and bequests by private parties. Fund dollars do not come from taxpayers.

VOCA funds are awarded to the Commonwealth of Virginia from the U.S. Department of Justice, Office of Justice Programs, Office for Victims of Crime (OVC). The federal VOCA awards supporting this grant period are anticipated to include 2023-15POVC-23-GG-00472-ASSI and 2024-15POVC-24-GG-00732-ASSI.

Due to uncertainty regarding future VOCA funding, programs are encouraged to develop long-term strategies and infrastructure to ensure sustainability after this grant period.

C. Authority, Funding Purpose, and Priority Areas

The purpose of the Victim Witness Grant Program (VWGP) is to provide financial support to local victim witness programs and statewide victim assistance programs designed to provide

direct services, information, and assistance as required by the Virginia Crime Victim and Witness Rights Act.

The primary purpose of VOCA funding is to support the delivery of direct services to victims of crime. For the purposes of this grant program, a *crime victim* is defined as a person who has suffered physical, sexual, financial, and/or emotional harm as a result of the commission of a crime. This includes victims of federal crimes. Crimes do not need to be reported to law enforcement for people to receive services under VOCA.

The federal VOCA Rule defines *direct services to victims of crime* as “efforts that:

1. respond to the emotional, psychological, or physical needs of crime victims;
2. assist victims to stabilize their lives after victimization;
3. assist victims to understand and participate in the criminal justice system; OR
4. restore a measure of security and safety for the victim.”

VWGP funds can be used to provide victims of crime with direct services related to the following service categories as defined by VOCA:

- **Information and referrals.** Examples can include providing information about the criminal justice process and victims’ rights; referrals to other victim service programs; and referrals to other services, supports, and resources.
- **Personal advocacy and accompaniment services.** Examples can include accompaniment to emergency medical care and forensic examinations; accompaniment to criminal justice system-related events; individual advocacy; and intervention with employers, landlords, schools, and others on behalf of the victim.
- **Emotional support and safety services.** Examples can include crisis intervention; safety planning; support groups; and other therapeutic services.
- **Shelter and safe housing options.** Examples can include providing emergency shelter; providing transitional housing; arranging safe housing; and other relocation assistance.
- **Criminal and civil justice system assistance.** Examples can include notification of criminal justice events; and accompaniment to court hearings, meetings with law enforcement and prosecution, and other criminal justice system-related events.

D. Amount Available

DCJS anticipates that \$20,863,750 (anticipated to be \$9,497,710 in VOCA funds, \$9,883,214 in state general funds, and \$1,482,826 in state special funds) will be available for subawards under this funding opportunity. Amounts are dependent upon the final SFY2026 state budget.

This is a continuation grant funding opportunity, and the anticipated subaward amount for each eligible program has been predetermined. Additionally, the funding streams or amounts from each funding stream supporting your award may have changed from your SFY2025

award.

For a list of predetermined, anticipated award amounts for SFY2026, see **Attachment A**. Applicants must ensure that the budget they enter into the DCJS On-line Grant Management System (OGMS) as part of this grant application equals, or is less than, their predetermined award amount.

E. Match

Recipients of these funds are not required to provide matching funds under this funding opportunity. In accordance with federal VOCA guidelines, a 20% subrecipient match is required; however, in this funding opportunity, the match obligation is met with state general and special funds.

DCJS anticipates that available state funds will exceed the required 20% match obligation. Match funds, even in excess, are subject to the same conditions and assurances as federal funds within this award and are subject to audit. VWGP recipients are not required to provide additional local match funds. Grant funds, including all matching funds, may only be expended and/or obligated during the grant period of performance.

F. Disbursement of Funds

Disbursement of funds will occur on a cost-reimbursement basis for actual funds expended through a “claim” process. Actual expenditures must be reported quarterly and invoiced pursuant to approved line-item budget categories in the approved grant application. Subgrantees will only be reimbursed for costs that have been incurred within the grant period, and which are reported on the detail of expenditures (financial report). Grant funds may only be expended and/or obligated during the grant period. A final claim for all obligations must be submitted within 45 days after the end of the grant period, unless the fourth quarter claim is marked as final. Claims and financial reports must be submitted through OGMS.

II. Applicant Eligibility Requirements

This funding opportunity is open to local and state government agencies that receive SFY2025 VWGP non-competitive funding.

To be eligible for funding under this grant program, organizations:

1. Must have a current and active federal [System of Award Management](#) (SAM) registration and Unique Entity Identifier (UEI) number.
2. Must not be excluded or debarred from doing business with the federal government or the Commonwealth of Virginia.
3. Must be in good standing with all state and federal agencies with which they have an existing grant or contractual relationship.

4. Must demonstrate a record of providing effective direct services to crime victims. In accordance with the federal VOCA Rule, a program has demonstrated a record of effective services when, for example, it demonstrates the support and approval of its direct services by the community, its history of providing direct services in a cost-effective manner, and the breadth or depth of financial support from sources other than the federal Crime Victims Fund (source of VOCA funding).
5. Must have a record of support from sources other than the federal Crime Victims Fund. A program has financial support from sources other than the Crime Victims Fund when at least twenty five percent of the program's funding in the year of, or the year preceding the subaward, comes from such sources, which may include other federal funding programs.

III. Grant Project Requirements

By applying for these grant funds, the applicant asserts that they have read, understand, and will comply with the following state and federal requirements and policies (click each topic below for additional information).

[VWGP Grant Special Conditions](#)

[Code of Federal Regulations Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards](#)

[VOCA Rule](#)

[Civil Rights and Nondiscrimination](#) (Which includes training required of all authorized officials and grant-funded staff.)

[Limited English Proficiency \(LEP\) Individuals](#)

[Equal Employment Opportunity Plans](#)

[Department of Justice Grants Financial Guide](#) (Which includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of federal funds received. This includes financial documentation for disbursements; time and effort records specifying time devoted to the grant project; documentation of work performed; the portion of the project supplied by other sources of revenue; job descriptions; contracts for services; and other records, which facilitate an effective audit.)

Eligible VWGP projects must meet the following criteria:

1. Provide services directly to victims of crime.
2. Utilize the Victims Services Data Collection System (VSDCS) to document individuals served and services to those individuals provided by grant-funded staff and volunteers. Comply with DCJS requirements and provide statistical and programmatic information about staff, volunteers, and victims served.
3. Promote within the community being served coordination of public and private efforts to

serve and aid crime victims.

4. Assist victims of crime in seeking crime victim compensation benefits. VWGP recipients must assist victims in seeking Virginia Victims Fund (VVF) benefits, including maintaining a supply of VVF brochures and applications, establishing procedures to identify clients who may be eligible for compensation, ensuring that all VWGP-funded staff are familiar with VVF compensation services, assisting clients with the application process, and checking on claim statuses.
5. Utilize volunteers significantly in project activities and maintain documentation onsite of volunteer efforts.
6. Provide program information to the majority of agencies that assist with victims of crime in the service delivery area.
7. Maintain statutorily required civil rights statistics on victims served by race or national origin, sex, age, and disability, within the grant period and permit access to any documents, papers, and records to determine that the subgrantee is complying with applicable civil rights laws.
8. Provide services to crime victims at no charge.
9. Maintain confidentiality of victim information.
10. Provide services as defined by DCJS and/or the federal Office for Victims of Crime (OVC) and maintain data collected through the VSDCS.
11. Provide services to victims of federal crimes on the same basis as victims of state/local crimes.

DCJS may suspend (in whole or in part) or terminate funding, issue a Corrective Action Plan, or impose other sanctions on a grant recipient, for any of the following:

1. Failure to adhere to the standard terms and conditions or special conditions.
2. Failure to implement the project within 90 days of the start of the subaward period.
3. Implementing substantial program changes to the extent that the project is no longer aligned with the purpose of the funding.
4. Failure to submit reports (programmatic and/or financial) in a timely manner.
5. Filing a false certification in this application or other report or document.
6. Other significant grant compliance or implementation concerns as identified by DCJS.

IV. Grant Application Technical Assistance

DCJS staff is available to provide technical assistance regarding the funding announcement and the application procedures. For guidance on preparing and submitting a grant application, please contact the staff members listed on the last page of this solicitation.

A link to these instructions is available in OGMS. OGMS instructions for **registering for a new**

account and OGMS instructions for **applying for funding** are found here:
<https://www.dcjs.virginia.gov/grants/ogms-training-resources>.

V. Grant Application Deadline

Submit applications through OGMS **no later than 5:00 p.m., on Friday, May 9, 2025**. Early submissions are encouraged. The OGMS link is <https://ogms.dcjs.virginia.gov/index.do>. The Funding Opportunity number is 548105.

VI. Restrictions and Limitations

A. Non supplantation

This funding opportunity is supported with federal funds. Federal funds must be used to supplement existing state and local funds for program activities and must not supplant (replace) state or local funds that have been appropriated for the same purpose.

VWGP funds may not be used to supplant state, local, or other funds which would otherwise be available for the same purpose. Instead, grant funds must be used to increase the total amount of funds used to support project services. State, local, or other funds currently allocated to provide services to victims of crimes may not be reallocated to other purposes.

B. Non-allowable expenses

VWGP grant recipients may not use these grant funds to pay for:

1. Any portion of salary for the time not dedicated to approved, grant-funded activities.
2. Capital construction, renovation, remodeling, or land acquisition.
3. The purchase or lease of any vehicles.
4. Firearms, ammunition, or related equipment.
5. Lobbying or political contributions.
6. Honoraria.
7. Personal entertainment, personal calls, or alcohol.

Bonuses and raises may be allowable if they are approved as part of a locality's compensation plan.

Overtime pay may be allowable if it is part of the locality's compensation plan and necessary for the completion of grant approved activities.

In accordance with VOCA rules, there are other unallowable costs. See the Allowable and Unallowable Costs chart under [VOCA Grant Resources](#). For additional guidance, see 28 CFR

Part 94, Subpart B-VOCA Victim Assistance Program at www.federalregister.gov/documents/2016/07/08/2016-16085/victims-of-crime-act-victim-assistance-program#h-55.

Some VOCA-specific unallowable costs include the following:

1. Research and studies.
2. Active investigation and the prosecution of criminal activities.
3. Fundraising.
4. Activities focused on prevention.
5. Direct cash payments to victims.
6. Supplies or equipment that are given to victims for their personal use.
7. Non-emergency use food.
8. Give-away trinkets (e.g., keychains, chip clips, water bottles, t-shirts/branded clothing, other promotional items).
9. Consultant hourly rates may not exceed \$81.25/hour or \$650/day.
10. Although allowable through the VOCA Rule, VWGP will not support vehicle purchases, new vehicle leases, or any out-of-state travel for out-of-state conferences.
11. Neither VOCA funds nor state general funds awarded through this funding opportunity may be used as matching funds for other grant programs.

VII. Availability of Continuation Funding

Awarded projects may receive one additional subaward in SFY2027, if funding is available and if the awarded program remains in good status. A program in “good status” means all claims and status reports for the current grant are no more than 30 days overdue (notwithstanding an approved reporting extension), all encumbrances (if applicable) have been met, and there are no outstanding compliance matters.

VIII. Application Review Process

This is a non-competitive grant application process.

Current DCJS grant recipients will not be considered for funding if, as of the application due date, any of the required claims, financial reports (detail of expenditure reports in OGMS) or progress reports (status reports in OGMS) for the current grant are more than 30 days overdue. DCJS may waive this provision for good cause, which may be submitted via a

contract amendment reporting extension in OGMS.

Applications will be reviewed by DCJS staff to ensure the following:

1. The requested budget matches, or is less than, the predetermined subaward amount listed on **Attachment A**.
2. All certifications are complete and signed by the authorized individual in OGMS.
3. All items listed in the budget are:
 - a. Allowable,
 - b. Allocable,
 - c. Reasonable,
 - d. Justified as needed for the project,
 - e. Including a basis of computation, and
 - f. Prorated if needed (and include a basis of computation for the proration).
4. The application includes projected Project Specific Goals for victims and witnesses. Applicants are encouraged to assess grant funding and grant-funded staffing levels and develop goals that are reflective of the work anticipated to occur in the grant period with awarded funds. All projections must be specific to the required services of the Virginia Crime Victim and Witness Rights Act and related to the items in the budget.

DCJS staff will electronically send applications back to applicants for needed corrections, which must be completed before funds can be awarded in OGMS.

The Criminal Justice Services Board is expected to make award determinations at its meeting in June 2025. Award determinations are final and may not be appealed.

DCJS will issue grant awards based on approval from the Criminal Justice Services Board. Fiscal and/or programmatic revisions may be required as a condition of funding; such revisions must be submitted in OGMS prior to project initiation.

IX. Application Instructions

Grant applications must be entered in OGMS (<https://ogms.dcis.virginia.gov>). Register and/or confirm existing registration at least two weeks before the application due date to ensure that all individuals working on the application have OGMS access. To apply for this grant, select Funding Opportunity 548105, SFY2026 Victim Witness Grant Program (VWGP).

OGMS instructions for **registering for a new account** and OGMS instructions for **applying for funding** are found at: <https://www.dcis.virginia.gov/grants/ogms-training-resources>.

A. Instructions for Face Sheet (in OGMS)

1. **Congressional District:** Select all [congressional districts](#) served by your program.
2. **Best Practice:** Not applicable to this grant program.
3. **Jurisdiction(s) Served:** Select all jurisdictions that are proposed to be served by this

grant program.

4. **Program Title:** Enter your program name followed by VWGP SFY2026. For example, "Dept. Criminal Justice Services, VWGP SFY2026."
5. **Certified Crime Prevention Community:** Not applicable to this grant program.
6. **Type of Application:** Enter "Continuation" and the SFY2025 VWGP grant number.
7. **Performance Statement:** Briefly describe the applicant's performance in meeting the goals of the SFY2025 VWGP grant.
8. **Community Setting:** Check all that apply (rural, urban, suburban, or statewide).
9. **Brief Project Overview:** Provide a description of the proposed project and the anticipated implementation activities. Summarize what the funds will support, including the number of people that will be served, items that will be purchased, and the number of staff that will be supported including position titles. For example, *"VWGP grant funds will be used to pay the salaries of two staff who will provide services to crime victims outlined in the Virginia Crime Victim and Witness Rights Act. Services include personal advocacy/accompaniment, emotional support and safety services, criminal /civil justice system assistance, and information and referral. We anticipate serving 150 victims and 20 witnesses with grant funds during SFY2026."*
10. **Project Director:** Name and contact information for the person who will have day-to-day responsibility for managing the project and who will be the contact if DCJS needs project-related information.
11. **Project Administrator:** Name and contact information for the person who has authority to formally commit the organization, locality, or program to complying with all the terms of the grant application. This **must be** the county administrator; the city, county, or town manager; the chief elected officer of the locality, such as the mayor or chairman of the board of supervisors; or, in the case of a state agency, the agency head. If someone other than one of these officials has been delegated the authority to serve as Project Administrator, attach a letter specifically delegating authority to serve in this capacity. Such letter must be specific to this funding opportunity, signed by the person granting this authority, on locality letterhead, and dated after the release of these guidelines.
12. **Finance Officer:** Name and contact information for the person responsible for fiscal management of the funds associated with this grant. For example, treasurer of the locality's board, locality financial manager, or hired accountant.

Note: Appropriate internal controls necessitate that the Project Director, Project Administrator, and Finance Officer are different people. All three grant officials must be registered in OGMS and added to the application using the application's General Information form and selecting "Additional Contacts".

B. Budget Summary Form (in OGMS)

Report the amount of funds requested by category: Personnel, Fringe Benefits, Consultants, Travel, Subsistence and Other Travel, Equipment, Supplies and Other Expenses, and Indirect Costs. Funding reported on the grid should represent the whole grant period. Do not include matching funds in the budget grid. Round all amounts to the nearest dollar.

Funding for this grant program come from both federal funds and state (general and special) funds. Place requests for funding under the *federal* column, the *state* column, and the *special* column as listed in **Attachment A**.

Each budget line must correspond to the itemized budget forms. Before submitting the application, please ensure that each itemized budget form aligns with the total amount requested on the budget grid.

Funds from Other Sources: Enter all funds from other sources that support the local victim witness program or statewide victim assistance program that is applying for funding. Include all awards/subawards from other sources and local contributions. Additionally, if the proposed project will generate program income, enter the anticipated amount of program income that will be earned and explain how these funds will be used to support the grant project.

C. Project Specific Goals Forms (in OGMS)

All applicants must complete Project Specific Goals for Victims and Witnesses. Applicants are encouraged to assess funding and staffing levels and develop goals that are reflective of the work anticipated to occur in the grant period and only with awarded funds. Applicants must indicate a numerical value, that can include zero, for each service listed on each form. Estimate the number of services anticipated to be provided in each of the five service categories. The projection of services provided should include multiple services, must be measurable, and directly related to the items requested in the grant proposal budget. Awarded applicants will report on the status of their goals quarterly.

D. Itemized Budget Form

In OGMS, complete an itemized budget form for each section for which funding is requested. Total amounts on each itemized budget form must match amounts listed on the applicant's budget grid.

Requirements:

- All items requested in each budget form must be allowable, reasonable, and justified.
- For all items under item justification, explain how the item is needed to support this grant project and the goals and objectives of the grant.
- All items must include a basis of computation in the description of the item and an explanation of how the requested cost was determined.

- At the bottom of each itemized budget form, the applicant must identify the funding source for the budgetary items. Allocate all expenses under federal funds, state funds, and special funds as appropriate.
- For all items the applicant must indicate in the description whether the item is used exclusively for the proposed project. Items that are not used exclusively for the project must be prorated, and the applicant must include an explanation of how the items were prorated.
 1. Prorating means the funding request is proportional to the use of each item for this grant program.
 2. If an item is used exclusively for this proposed project, prorating is not needed. If the item is used to support other projects in the program, prorating is needed.
 3. How to prorate.
 - a. Proration Based on Budget: If your funding request is 15% of your total operating budget, you can prorate items that are not used exclusively for this proposed project by 15%.
 - b. Proration Based on grant-funded staff: If your staff is funded 50% by this grant, you can prorate this person's computer, office supplies, office furniture, or other assigned items by 50%.
 - c. Proration Based on Salary: If your VWGP funded staff serve 10% of the total victims served by your program, you can prorate items that are not used exclusively for this proposed VWGP project by 10%.
- Budgeting Match

The VOCA match obligation for this program is met with state general and special funds. Do not add matching funds to the budget.

1. Personnel and Employee Fringe Benefits Itemized Budget Form

This section applies to all employees supported by any funds associated with this project. Staff time that is supported by grant funds may only be spent on approved grant activities. The salaries of administrative and clerical staff should generally be treated as indirect costs. It is recommended that all salaries provide a living wage; a living wage calculator is available at: <https://livingwage.mit.edu/states/51/locations>

- a. Indicate if personnel costs are included in your budget – yes or no. If “yes” under “Personnel” enter the employee’s name, position title, if it is full-time or part-time, the total hours per week worked, the total hours per year, the total annual salary (regardless of funding source), and the amount requested under the grant. Indicate if this is a new position. If the position is vacant, enter “Vacant” in lieu of an employee's name. All requested amounts must be reasonable given the complexity of work, and consistent with the applicant’s staff compensation plan. If you are requesting funding for a position that provides services outside of these grant activities, pro-rate your request to only include time spent on this grant project.

- b. Under “Employee Fringe Benefits” select the employee’s name and enter the fringe benefit costs (FICA, Retirement, Group Life, Health Insurance, Workers’ Compensation, Unemployment, Disability, and other). If you are unable to enter the fringe benefits for individual employees, create an employee named “Fringe Benefit” and enter the aggregate amounts for each fringe benefit but enter zero for the salary. If you elect this process, leave the fringe amounts for each individual employee at zero. Fringe benefits must be prorated to the amount of time the individual works on the grant.
- c. Under the Positions and Justification, select the employee’s name and enter the description of the position and justification for the position for each item.

Under *Description*, describe grant-related duties performed (do not list job duties that are not under this grant), how the position was prorated (if applicable), and provide the basis of computation for salary and fringe benefits.

Under *Justification*, explain how the position is essential to the goals of the proposed project and justify the rate of compensation by providing assurance that the rate is approved by the locality compensation plan and/or similar to other positions in the geographic area that perform similar work. Justification may include documentation demonstrating that requested salaries are consistent with salaries paid to other positions with similar responsibilities. All requested amounts must be endorsed by the locality or state agency. This information should be documented under the Justification section.

Additional Personnel Considerations for VWGP:

Location of Local Victim Witness Grant Program Staff: VWGP staff may be physically located within current program office space or in satellite locations, and may be directly supervised by staff other than the victim witness program director. Applicants are free to determine optimal arrangements for office space and supervision of staff. The proposed physical location of staff and the supervision structure should promote efficient program operation. Additionally, these arrangements should be acceptable to the locality and any other parties to such agreements.

Staff of Statewide Victim Assistance Programs: To be eligible for continuation grant funding, proposed positions must provide or facilitate the provision of direct services to victims. Additionally, all tasks, duties, and responsibilities must relate directly to the provision of information and assistance to crime victims and witnesses required by the Virginia Crime Victim and Witness Rights Act and other victims’ rights laws.

Example #1

Description

The applicant requests funding for a full-time victim advocate position. This victim advocate position will provide direct services to crime victims. They will provide crisis intervention, court accompaniment, referrals to services, assistance with applying for victim compensation, travel assistance for obtaining services and participating in criminal justice proceedings, and they will participate in outreach activities. 100% of the position is allowable VWGP work so this request is not prorated. The hourly rate for this position is \$24/hour. They will work 2,080 hours (full-time) under this grant project. $\$24 \times 2080 \text{ hours} = \$49,920$. Fringe benefits are requested at 100%.

Justification

The salary for this victim advocate position is similar to other positions in our program and is supported by our locality's compensation plan. The victim advocate pay range is \$21.50-\$24.80 per hour. The victim advocacy services provided by this position will assist the organization with the following goals: supporting victims' emotional and physical needs; helping to stabilize their lives after victimization; and helping victims understand and participate in the criminal justice system, which are also purposes of VOCA funding.

Example #2

Description

The applicant requests funding for 20% of the Project Director's (PD) salary. Under this grant, the PD will supervise all VWGP funded direct service providers and complete VWGP quarterly progress reports and contract amendments. These duties take up 20% of their time so this request is prorated. The PD salary is \$70,000/year. $\$70,000 \times 20\% = \$14,000$. Fringe Benefits are requested at 20%.

Justification

The annual salary of the PD is consistent with similar positions in this part of the state, and it is approved by the locality's compensation plan. Similar positions in the area range between \$62,000-\$78,000. Our proposed salary also exceeds the living wage for our locality. The PD position is necessary for this VWGP grant project as it supports the provision of direct services to victims and the successful management of this grant.

Example #3

Description

The applicant requests funding for 50% of a full-time Assistant Director position. The Assistant Director will provide advocacy services to crime victims and serve as volunteer coordinator for services to crime victims. The Assistant Director's salary is \$55,200/year. $\$55,200 \times 50\% = \$27,600$. Fringe Benefits are requested at 50%.

Justification

The annual salary of the Assistant Director is consistent with similar positions in this part of the state, and it is approved by the locality's compensation plan. The services provided by the Assistant Director position will assist the organization with the following goals: supporting victims' emotional and psychological needs and helping to stabilize their lives after victimization, which are also purposes of VOCA funding. This position will also coordinate the efforts of our program volunteers.

2. Consultants Form (If no consultants are funded by this project use \$0.00 on the budget grid.)

Local units of government may enter into a contract with a private or non-profit service provider. Services provided by any third party, regardless of whether there is a contract in place, should go under consultants; for example, training facilitators, consulting firms, employment agencies, interpreters, translation services, property management, and daycare providers. All local, state, and federal procurement policies must be followed, in addition to subrecipient or pass through requirements, as applicable. Supporting documentation (time sheets, invoices, evidence of completed deliverables) for consultants must be maintained on-site and made available upon request. Do not include membership fees in consultants. Membership fees must be placed in Supplies and Other Expenses, and they must be in the name of the applicant organization, rather than an individual.

- a. Indicate if consultants or consultant subsistence and travel costs are included in your budget – yes or no. If “yes” under “Consultant” and “Consultant Subsistence (lodging + meals) & Travel” enter the information required and the amounts under the funding source(s) as appropriate.
- b. For individuals reimbursed for personal services on a fee basis: Enter each type of consultant or service (with numbers in each category and names of consultants when available), the proposed daily fee rate, and the amount of time to be devoted to such services. The rate of compensation for individual consultants must be reasonable and consistent with that paid for similar services in the marketplace; however, the rate may not exceed \$650.00 per day (\$81.25 per hour, exclusive of travel and/or subsistence), and may not exceed the consultant's usual and customary fee.
- c. For organizations, including professional associations and educational institutions, performing professional services: enter the type of services being performed and estimated contract prices. Requests for contracted services and consultants will be very carefully screened. Consultant and contracting fees will be approved only when it is justified that the use of outside contract agencies and consultants will significantly and permanently enhance project effectiveness.

- d. Consultant Travel and Subsistence: This is generally not allowable unless it is necessary, reasonable, and justified. Reimbursable costs must adhere to the recipient's established travel policy.
- e. Under the *Description* and *Justification*, select the name of the consultant and enter in the description of consultant's role and justification for use of consultant. Include a description of each service contracted for, the number of clients benefiting from each type of service, and total budgeted amount for each service and a per client/group cost. Applicants are encouraged to attach supporting documentation to justify the request.

Example #1

Description

Applicant requests funding for Spanish and Russian translation services contracted with Jane Doe. Translation services are needed to translate our current victims' services brochure into Spanish and Russian. These brochures support outreach to victims of crime to be served by this grant project, so this request is not prorated. Our brochure is 1020 words. Jane Doe's translation services rate is 15 cents per word. 15 cents x 1020 words x 2 (Two Languages: Spanish and Russian) = \$306.00.

Justification

Our current victims' services brochure was recently updated. It is important to translate this brochure to reach Spanish and Russian speaking people living in our service area. Jane Doe's rate of 15 cents per word is the middle range rate for translation services according to Bureau Works.

3. **Travel Form** (If no travel is funded by this project use \$0.00 on the budget grid.)

The OGMS travel form is for mileage only. Mileage reimbursement must be for staff or volunteers of this grant project to assist them with meeting the goals of the grant. Mileage is separated in this grant solicitation because many programs have differing mileage rates for local and non-local mileage. **Local mileage** is considered travel within the immediate service area (satellite offices, court, meetings, etc.).

Non-local mileage is outside of the immediate service area (trainings, conferences, meetings, etc.).

- a. Indicate if travel (mileage) costs are included in your budget – yes or no. If “yes” under “Local Mileage” or “Non-local Mileage” enter the number of miles and the mileage rate.
- b. Itemize total travel expenses of program personnel by local mileage and non-local mileage. Unless a local policy governs, mileage is reimbursed at the federal rate (<https://www.irs.gov/tax-professionals/standard-mileage-rates>).
- c. Under the *Description* and *Justification*, select the mileage being requested and enter in the description of mileage and justification for mileage for each item. If

local travel policy differs from the federal/state travel policy, please provide or describe the policy in the justification. State in the description whether the request is based on the federal/state travel policy or the locality's policy.

Example #1

Description

The program estimates that over the 12-month grant period, victim advocates will travel 100 miles round trip to attend four Multi-disciplinary Team meetings with other service providers in our service area. This is based on travel in previous years. 100 miles x 70 cents per mile (.70) x 4 meetings = \$280.

Justification

These meetings are essential for victims' services because we collaborate on cases to determine the best way to meet the needs of our clients during the meetings. Promoting a coordination of public and private efforts to serve and aid crime victims is a requirement of VOCA funded organizations. The locality's policy mileage reimbursement follows the federal standard mileage rate, which is currently 70 cents per mile.

Example #2

Description

The program requests mileage for a 12-month period for victim advocates to travel to coalition meetings with other victim advocates and allied professionals to discuss victim advocacy and resources available to crime victims. Last year, advocates coordinated with 10 other localities, 8 times, with an average of 40 miles round trip. 8 trips x 40 miles each= 320 miles. 320 miles x .55 (cents per mile) = \$176. We are not prorating this amount because all mileage is based on services provided under this grant program alone.

Justification

Mileage is needed so that staff and volunteers can be present with other advocates to discuss best practices and local and regional assistance to crime victims and to enhance services to victims in a supportive, trauma-informed way. Coordination and collaborative efforts among relevant federal, state, and local agencies and organizations to improve victim services are required in the VOCA Rule. These efforts allow for the improvement of services for crime victims with other federally- and state-funded programs and with federal, state, and local agencies and organizations. Per locality policy, we reimburse mileage at a rate of 55 cents per mile, which is different from federal rates.

4. **Subsistence and Other Travel Costs Form** (If not funded by this project use \$0.00 on the budget grid.)

Subsistence and other travel costs must be for staff or volunteers of this grant project

to assist them with meeting the goals of the grant. Funds through this solicitation may not be used for travel or subsistence to attend overnight out-of-state trainings or conferences.

VWGP funds can support skills training for direct service providers, including paid staff and volunteers, so that they are better able to offer quality direct services. VWGP funds may be used for training activities that occur within the award period and within the Commonwealth of Virginia. All funds for training must be obligated before the end of the grant period. Applicants may request grant funds to attend in-state training events, including trainings sponsored by DCJS, Virginia Victim Assistance Network, Virginia Sexual and Domestic Violence Action Alliance, Children’s Advocacy Centers of Virginia, or other training opportunities that support enhancement of trauma informed services to crime victims. Training/conference registration fees should be included in the “Supplies and Other Expenses” category.

- a. Indicate if subsistence and other travel costs are included in your budget – yes or no. If “yes” under “Subsistence” enter the event title, under “Lodging” enter the number of rooms required, number of nights, and rate cost. Under “Meals” enter the number of people, number of days, and the per diem rate.
- b. Recipients must follow the federal per diem rates (<https://www.gsa.gov/travel/plan-book/per-diem-rates>) unless there is a written local travel policy. Transportation costs for any rail fares are at coach rates. Subsistence is paid according to a per diem rate.
- c. Under Other Travel Costs, enter the event title, number of people attending, number of trips with rail costs, the rate, and other travel costs.
- d. Under the *Description* and *Justification*, select the event item being requested and enter in the description of costs (maximum of 500 characters) and justification for costs (maximum of 500 characters) for each item. If local travel policy differs from the federal/state travel policy, please provide or describe the policy in the justification. State in the description whether the request is based on the federal/state travel policy or the locality’s policy.

Example #1

Description

The program requests subsistence for three advocates to attend basic advocacy training in Richmond, September 1-5, 2025. According to the federal rates, each complete day of subsistence is \$48. $\$48 \times 5 \text{ days} \times 3 \text{ staff} = \720 . This request is not prorated because each staff attending the conference will provide services under this grant project.

Justification

Attendance at this conference will give the direct service advocates who attend

tools and knowledge to work with victims. They are all new to the program and have never attended basic training before. Providing direct services to crime victims is the purpose of VOCA funding. It is our locality's policy to provide subsistence in accordance with the U.S. General Services Administration (GSA).

Example #2

Description

Program requests 4 nights of hotel stay for three advocates to attend the basic advocacy training in Richmond in September 2025. According to GSA, the daily lodging rate in Richmond for the month of September is \$145. 4 nights x \$145 x 3 staff= \$1,740. This amount is not prorated as each staff member will provide services under this grant project.

Justification

Attendance at this conference will give the direct service advocates who attend tools and knowledge to work with victims. They are all new to the program and have never attended basic training before. Providing direct services to crime victims is the purpose of VOCA funding. It is our locality's policy to provide lodging for staff attending out of area conferences in accordance with the U.S. General Services Administration (GSA).

5. **Equipment Form** (If no equipment is funded by this project use \$0.00 on the budget grid.)

Grant funds may be used to purchase equipment needed to meet the goals of the grant. Grant-funded equipment must be tracked, managed, and disposed of in a manner consistent with the subrecipient's policies and the [DOJ Grants Financial Guide](#). Funds through this solicitation may not be used for new vehicle leasing agreements or vehicle purchases. Upon award, applicants must adhere to the DOJ Grants Financial Guide property standards for grant-funded equipment and maintain property records and an inventory of equipment and major supplies purchased with grant funds onsite and available upon request. Each item to be purchased, leased, or rented must be listed separately with unit cost or the cost associated with the lease or rental agreement. Records must be maintained for a period of three years from the date of final disposition.

- a. Equipment means tangible personal property (including information technology systems) having 1) a useful life of more than one year, and 2) a per-unit acquisition cost of \$5,000 or greater (or the organization's capitalization policy, if it is less than \$5,000). If the organization does not have a capitalization policy in place, the amount of \$5,000 must be followed.
- b. Indicate if equipment is included in your budget – yes or no. If “yes” enter the item requested, the cost per item or monthly rate, and the total number of items or months for each item.

- c. Under the *Description* and *Justification*, select the equipment item being requested and enter in the description and justification for each item.

Under *Description*, provide the basis of computation for the requested amount and explain how the item is prorated to its support of the grant project. Provide an explanation of how the amount being requested is reasonable. Grant reviewers will want to know whether the cost of the item is typical for similar items. Explain how you determined the cost of an item, for example, you received a quote from a vendor. Attach applicable documentation of estimated cost.

Under *Justification*, explain how the item is essential to the goals in the proposed project. If equipment is requested to replace outdated or “old” equipment, briefly describe why replacement is necessary and when the “old” equipment was acquired.

Example #1

Description

The applicant is seeking funding to purchase a scanner/copier. The price of the scanner/copier is \$5,000. Based on the prior year’s work, we estimate that the scanner/copier will be used by all program staff for all program needs. 90% of use will be for serving victims of crime (approximately 10% will be used for non-allowable activity). This request is prorated to 90%. \$5,000 (total cost) x 90% = \$4,500.

Justification

The scanner/copier will replace the current one which is approximately 15 years old. The current one is unreliable and often breaks down. The new scanner/copier will be used to copy materials provided to victims and documents needed for case management. We received three quotes for a new scanner/copier and have attached them to this application. All quotes were \$5,000.

6. **Supplies and Other Expenses** (If not funded by this project use \$0.00 on the budget grid.)

Supplies are all other items of tangible personal property that are not equipment. This includes computing devices that cost less than \$5,000 per unit (or the organization’s capitalization threshold, if that is less than \$5,000). Supplies and Other Expenses include but are not limited to, the following: office supplies, postage, training registration, telephone services, cell phone services, equipment maintenance, internet provider contracts, membership fees, and printing projects. All computers purchased with DCJS grant funds must be equipped with updated anti-virus protection software and tracked on an inventory list with other property and major supplies purchased with grant funds. Applicants are encouraged to limit computer purchase requests to \$1,500 per workstation.

Membership fees should be requested under this category. Grant funds may support a maximum of three memberships per year. Memberships must be in the name of the organization, not an individual. Under Description, describe the organization or association, membership rate, and the benefits the applicant will receive with membership. Under Justification, explain how the membership is essential to the goals of the proposed project.

All costs must be itemized within this category by major types, such as office supplies, equipment use fees (which must be supported by usage logs), printing, postage, and telecommunications. If the item includes more than one component, identify subcomponents under *Description*.

- a. Indicate if supplies and other expenses is included in your budget – yes or no. If “yes” enter the item requested, the cost per item or monthly rate, and the total number of items or months for each item.
- b. Under the *Description* and *Justification*, select the supply or item being requested and enter in the description justification for each item. Under Description, explain what the item is and provide a basis of computation that explains how the total cost of the item was determined. Under Justification, explain why the item is needed to meet the goals of the grant. If the item is replacing an older item, include the age of the older item and explain why it must be replaced.

Also under Description, explain whether the item is for exclusive use of this grant project. Grant funds cannot support the entire cost of an item that is not used for activities solely related to this grant program; however, grant funds can support a prorated share of such an item. Prorating calculations must be provided under description.

Example #1

Description

Applicant is seeking funding to purchase a laptop computer for Staff Advocate Jane Doe. The laptop identified for purchase costs \$900. The laptop includes the programming and security features needed. 85% of Jane’s work is dedicated to this grant program. $\$900 \times 85\% = \765 .

Note: Under the personnel section, grant reviewers should see that the applicant is requesting 85% of Jane’s total salary through this grant.

Justification

The laptop computer will give Jane the ability to enter individuals and services to crime victims from different courtrooms throughout the week. Jane does not currently have a laptop, only a desktop computer. The laptop is needed so that Jane can take it to court and have access to needed information and the availability of the Victims Services Data Collection System while waiting for the

next victim advocacy to occur.

Example #2

Description

Applicant is seeking funding to replace a desktop computer for the Assistant Director. The desktop computer identified for purchase costs \$900. The computer includes the programming and security features needed. This request is prorated based on the Assistant Director's work on this grant project. 75% of the Assistant Director's time is spent on this grant project serving victims and administrative work on the grant. $75\% \times \$900 = \675 .

Justification

The Assistant Director's current desktop computer is 6 years old, outdated, and due for replacement per the locality's equipment replacement policy. A computer is needed so that this staff person can perform necessary administrative work and document individuals and services to crime victims on grant-funded time.

Example #3

Description

Applicant is seeking funding for emergency supplies for crime victims. These emergency items are based on what was provided to victims by the program in 2024: 20 bus vouchers at \$5 each = \$100; 12 hotel vouchers at \$100 each = \$1,200; and 10 instances of lock changes at an average of \$45 each = \$450.

Justification

These emergency items will be provided to crime victims during the grant period. The amounts are based on actual costs from 2024, and needed but not provided services in the same year. Payments for services will be directly provided to the service provider, and vouchers will be provided in accordance with our policy to ensure proper distribution and accounting. These emergency goods will help us assist victims to stabilize their lives and restore a measure of safety and security, which are goals of VOCA funding.

7. **Indirect Costs** (If no indirect costs are funded by this project use \$0.00 on the budget grid.)

Indirect costs are allowable under this grant program. Indirect costs are costs of an organization that are not readily assignable to a particular project but are necessary to the operation of the organization and the performance of the project. Indirect costs are those that benefit more than one activity and are common or joint purpose costs. For example, the costs of an office manager or receptionist position that answers general phone calls and greets clients are considered indirect costs.

Subrecipients may only recover indirect costs on the federal portion of their subaward. Indirect costs requested may only be used for allowable purposes. For example, the

applicant cannot use indirect costs to support lobbying activities as lobbying is an unallowable cost under this grant program.

The salaries of administrative and clerical staff should generally be treated as indirect costs. Salaries of administrative and clerical staff may be appropriate to include as direct costs only if all the following conditions are met:

1. Administrative or clerical services are integral to the grant project or activity.
2. Individuals involved can be specifically identified with the grant project or activity.
3. Such costs are explicitly included in the budget or have the prior written approval of the awarding agency.
4. The costs are not also recovered as indirect costs on the proposed project or other grant programs.

Requesting Indirect Costs:

- a. Indicate if indirect costs are included in your budget – yes or no.
- b. Determine the indirect costs rate that will be used for this grant program. Applicants have two rate options.
 1. Applicants may have a negotiated indirect cost rate agreement (NICRA). To use a NICRA, the applicant must attach a current, signed, federally approved (or DCJS-approved) indirect cost rate agreement. Applicants may apply with a provisional rate; however, if their final rate is lower, they will need to pay back the difference in any funds paid out with the higher rate.
 2. Applicants without a current NICRA may elect to use the de minimis rate of 15%.
- c. Complete the OGMS de minimis rate certification. If the applicant will use the de minimis rate of 15%, answer “yes.” If the applicant will use a NICRA, answer “no.” This certification must be signed by the Project Administrator.
- d. Under Direct Expenditures, enter the amount of federal funds in the application budget per category. Do not include anticipated indirect costs in this grid. Save the form before continuing.
- e. Under Expenditure Totals, enter the indirect costs rate (either the de minimis 15% or the applicant’s NICRA).
- f. Under DCJS funds, enter the total allowable amount of indirect costs (or less if needed to fit into the budget) under federal funds.
- g. Applicants using a NICRA must attach a copy of their current, signed, final or provisional agreement to this OGMS form.

Indirect Costs Reporting Requirements

Subrecipients who request reimbursement for indirect costs will include their reimbursement requests on quarterly claims. The amounts requested must be based

on the actual Modified Total Direct Cost (MTDC) amount incurred each quarter. This amount will likely vary from quarter to quarter. The amount of indirect costs requested for reimbursement each quarter cannot simply be the total for the year divided by four. For assistance determining the appropriate amount of indirect costs that can be claimed, subrecipients may use the [MTDC Worksheet](#) each quarter (use of the worksheet is not required).

E. Attachments

Upload in OGMS the following attachments (if applicable):

1. A letter designating signing authority is required if someone other than the specified individual signs any of the certifications in the application. The letter must be on official locality letterhead, include an effective date, list applicable grant numbers or application titles, and include the contact information of the person being granted signatory authority. Persons granted signing authority should enter their name on the certification, not the name of the person for whom they are signing.
2. Quotes for equipment purchase requests.

F. General Conditions and Assurances

All applicants must complete this form. It must be signed by the Project Administrator or designee.

G. Lobbying and Debarment Certification

All applicants must complete this form. It must be signed by the Project Administrator or designee.

H. SAM Registration

All applicants must complete this form. Upload proof SAM registration with the Unique Entity Identifier (UEI) number and a non-expired expiration date.

I. Non-Supplantation

All applicants must complete this form. It must be signed by the Project Administrator or designee.

Note: federal funds must be used to **supplement** existing state and local funds for program activities and must not **supplant (replace)** those funds that have been appropriated for the same purpose. Additionally, requests for new staff positions must be justified, must not supplant other funds, and must result in significant additional service delivery.

J. Civil Rights Certification of Compliance

The Civil Rights Certification of Compliance is applicable to all projects under this funding

opportunity. All applicants should select “Yes” on the Certification of Compliance in OGMS.

The Project Director must certify that they have viewed the civil rights training offered by the Office for Civil Rights (OCR) and that they will ensure all grant funded staff will be trained to understand their responsibilities as outlined in the OCR training. Additionally, VWGP grant conditions require that all grant funded staff and grant officials watch the OCR training at least once in the grant period. A link to the OCR training is attached to the certification form. All applicants should select “Yes” on the Project Director Certification in OGMS and then complete the form with their information.

The Project Administrator must select whether the applicant entity falls under Equal Employment Opportunity Plan (EEO) Certification A or Certification B. Awarded applicants that fall under EEO Certification B must have an EEO on file and provide it to DCJS upon request. All applicants should select “Yes” to the question “Is This Applicable to Your Project?” on the Project Administrator Certification in OGMS, and then complete the form.

K. Authority Certification

All applicants must complete this form. It must be signed by the Project Administrator or designee.

L. VSDCS Access Certification

All applicants must complete this form. It must be signed by the Project Director.

X. Grant Reporting Requirements

Failure to comply with grant reporting requirements in a timely manner may result in DCJS withholding the disbursement of grant funds and/or terminating the subaward. DCJS will provide grant reporting requirements at the time of award. Listed below are the anticipated requirements.

A. Financial Reports (referred to as Claims and Detail of Expenditures in OGMS)

Grant recipients must submit quarterly financial reports in OGMS. All grant recipients are required to complete financial reports by the 15th of the month after the close of each quarter.

Projected Financial Report Due Dates for SFY Grants:

1 st Quarter, July – Sept.	October 15
2 nd Quarter, Oct. – Dec.	January 15
3 rd Quarter, Jan. – March	April 15
4 th Quarter, April – June	July 15

B. Progress Reports (referred to as Status Reports in OGMS)

Grant recipients must submit VSDCS-approved quarterly status reports in OGMS. The official system of record for progress report compliance is VSDCS. The VSDCS progress report must be approved before uploading to OGMS.

Approved VWGP progress report data is bulk uploaded to the Office for Victims of Crime (OVC) Performance Measurement Tool (PMT) each quarter by DCJS. OVC uses grantee-reported data in reports and publications to educate key stakeholders and the public on the value of OVC's grant programs and OVC-funded victim services across the country. OVC also uses the data to respond to inquiries from Congress and other government agencies, the media, Freedom of Information Act (FOIA) requests, organizations in the victim services field, and other entities. Therefore, VWGP recipients must make every effort to report performance measure data accurately, thoroughly, and consistently. All grantee-reported data is subject to FOIA and OVC reserves the right to share grantee data and reports as it deems appropriate.

Projected Quarterly Status Report Due Dates for SFY Grants:

1 st Quarter, July – Sept.	October 15
2 nd Quarter, Oct. – Dec.	January 15
3 rd Quarter, Jan. – March	April 15
4 th Quarter, April – June	July 15

Additionally, subrecipients must report program income to DCJS quarterly. Program income is defined as any income earned as a result of grant-funded activities. Subrecipients must use program income to offset total allowable costs of the grant project, thus reducing the federal subaward and non-federal entity contributions. Please see the [DOJ Grants Financial Guide](#) for more information on program income. Activities that are anticipated to generate program income should be noted in the budget section of the application under the subsection "Funding from Other Sources."

XI. How and Where to Submit Application

Submit applications and required attachments through OGMS by **5:00 p.m. on Friday, May 9, 2025**. After such time, OGMS will no longer permit applications to be submitted.

For technical issues and questions regarding OGMS, email ogmssupport@dcjs.virginia.gov (and include your grant name and application number) or visit OGMS Training & Resources at <https://www.dcjs.virginia.gov/grants/ogms-training-resources>.

DCJS staff are available to provide technical assistance and support during the application process via email at Patricia.Foster@dcjs.virginia.gov or at 804-972-3103. A response will be sent within two business days.

ATTACHMENT A
SFY2026 Anticipated Award Amounts

These anticipated award amounts are dependent upon final approval of the SFY2026 budget amendments.

Name	VOCA Amount	SGF Amount	SSF Amount	SFY26 TOTAL
Accomack	\$54,011	\$64,695	\$0	\$118,706
Albemarle	\$66,634	\$79,814	\$0	\$146,448
Alexandria	\$140,486	\$0	\$168,274	\$308,760
Alleghany	\$117,041	\$140,192	\$0	\$257,233
Amelia	\$38,469	\$46,079	\$0	\$84,548
Amherst	\$51,690	\$61,915	\$0	\$113,605
Appomattox	\$37,366	\$44,756	\$0	\$82,122
Arlington	\$130,986	\$156,895	\$0	\$287,881
Attorney General	\$145,769	\$174,603	\$0	\$320,372
Augusta	\$55,881	\$66,934	\$0	\$122,815
Bedford	\$74,736	\$89,519	\$0	\$164,255
Bland	\$36,538	\$43,765	\$0	\$80,303
Bristol	\$55,996	\$67,072	\$0	\$123,068
Brunswick	\$57,617	\$69,013	\$0	\$126,630
Buchanan	\$50,726	\$60,760	\$0	\$111,486
Buckingham	\$37,670	\$45,121	\$0	\$82,791
Buena Vista	\$37,685	\$45,140	\$0	\$82,825
Campbell	\$107,124	\$128,313	\$0	\$235,437
Caroline	\$54,868	\$65,720	\$0	\$120,588
Carroll	\$48,498	\$58,090	\$0	\$106,588
Charlotte	\$37,059	\$44,390	\$0	\$81,449
Charlottesville	\$107,446	\$128,700	\$0	\$236,146
Chesapeake	\$329,438	\$394,602	\$0	\$724,040
Chesterfield	\$319,835	\$383,099	\$0	\$702,934
Clarke	\$38,362	\$45,951	\$0	\$84,313
Colonial Heights	\$55,591	\$66,587	\$0	\$122,178
Culpeper	\$47,235	\$56,579	\$0	\$103,814
Cumberland	\$37,925	\$45,426	\$0	\$83,351
Danville	\$86,088	\$103,117	\$0	\$189,205
Department of Corrections	\$232,370	\$278,333	\$0	\$510,703
Dickenson	\$37,366	\$44,756	\$0	\$82,122
Dinwiddie	\$55,221	\$66,143	\$0	\$121,364
Emporia	\$55,964	\$67,034	\$0	\$122,998
Essex	\$34,125	\$40,875	\$0	\$75,000

Victim Witness Grant Program SFY2026
Guidelines and Application Procedures

Name	VOCA Amount	SGF Amount	SSF Amount	SFY26 TOTAL
Fairfax	\$225,524	\$0	\$270,133	\$495,657
Fluvanna	\$34,125	\$40,875	\$0	\$75,000
Franklin County	\$38,003	\$45,519	\$0	\$83,522
Frederick	\$99,914	\$119,678	\$0	\$219,592
Fredericksburg	\$66,475	\$79,624	\$0	\$146,099
Giles	\$37,366	\$44,756	\$0	\$82,122
Gloucester	\$53,159	\$63,674	\$0	\$116,833
Goochland	\$38,107	\$45,645	\$0	\$83,752
Grayson	\$37,584	\$45,019	\$0	\$82,603
Greene	\$37,366	\$44,756	\$0	\$82,122
Halifax	\$50,510	\$60,501	\$0	\$111,011
Hampton	\$188,850	\$0	\$226,205	\$415,055
Hanover	\$81,831	\$98,017	\$0	\$179,848
Henrico	\$312,256	\$374,020	\$0	\$686,276
Henry	\$82,507	\$98,826	\$0	\$181,333
Hopewell	\$86,269	\$103,334	\$0	\$189,603
Isle of Wight	\$52,163	\$62,482	\$0	\$114,645
James City	\$88,899	\$106,483	\$0	\$195,382
King George	\$37,366	\$44,756	\$0	\$82,122
King & Queen	\$34,125	\$40,875	\$0	\$75,000
King William	\$34,125	\$40,875	\$0	\$75,000
Lancaster	\$37,366	\$44,756	\$0	\$82,122
Lee	\$51,941	\$62,214	\$0	\$114,155
Louisa	\$37,055	\$44,385	\$0	\$81,440
Lunenburg	\$37,832	\$45,316	\$0	\$83,148
Lynchburg	\$175,257	\$209,924	\$0	\$385,181
Madison	\$34,410	\$41,217	\$0	\$75,627
Martinsville	\$56,912	\$68,169	\$0	\$125,081
Mathews	\$34,125	\$40,875	\$0	\$75,000
Mecklenburg	\$38,321	\$45,901	\$0	\$84,222
Middlesex	\$37,366	\$44,756	\$0	\$82,122
Montgomery	\$101,372	\$121,424	\$0	\$222,796
Nelson	\$37,366	\$44,756	\$0	\$82,122
New Kent	\$49,939	\$59,816	\$0	\$109,755
Newport News	\$197,276	\$0	\$236,298	\$433,574
Norfolk	\$337,603	\$404,382	\$0	\$741,985
Northampton	\$34,125	\$40,875	\$0	\$75,000
Northumberland	\$34,125	\$40,875	\$0	\$75,000
Nottoway	\$34,125	\$40,875	\$0	\$75,000
Orange	\$49,557	\$59,360	\$0	\$108,917
Page	\$37,366	\$44,756	\$0	\$82,122

Victim Witness Grant Program SFY2026
 Guidelines and Application Procedures

Name	VOCA Amount	SGF Amount	SSF Amount	SFY26 TOTAL
Patrick	\$37,366	\$44,756	\$0	\$82,122
Petersburg	\$139,339	\$0	\$166,901	\$306,240
Pittsylvania	\$56,494	\$67,669	\$0	\$124,163
Portsmouth	\$257,021	\$0	\$307,861	\$564,882
Powhatan	\$34,125	\$40,875	\$0	\$75,000
Prince Edward	\$38,514	\$46,132	\$0	\$84,646
Prince George	\$51,668	\$61,888	\$0	\$113,556
Prince William	\$216,880	\$259,779	\$0	\$476,659
Pulaski	\$91,521	\$109,625	\$0	\$201,146
Radford	\$64,397	\$77,135	\$0	\$141,532
Rappahannock	\$53,979	\$64,656	\$0	\$118,635
Richmond County	\$34,125	\$40,875	\$0	\$75,000
Richmond City	\$350,363	\$419,666	\$0	\$770,029
Roanoke City	\$144,021	\$172,508	\$0	\$316,529
Roanoke County	\$71,820	\$86,027	\$0	\$157,847
Rockbridge	\$38,921	\$46,619	\$0	\$85,540
Rockingham	\$88,491	\$105,994	\$0	\$194,485
Russell	\$37,366	\$44,756	\$0	\$82,122
Salem	\$54,484	\$65,260	\$0	\$119,744
Scott	\$49,328	\$59,086	\$0	\$108,414
Shenandoah	\$53,608	\$64,212	\$0	\$117,820
Smyth	\$52,564	\$62,961	\$0	\$115,525
Southampton	\$54,691	\$65,510	\$0	\$120,201
Spotsylvania	\$123,930	\$148,444	\$0	\$272,374
Stafford	\$99,720	\$0	\$107,155	\$206,875
Staunton	\$56,725	\$67,945	\$0	\$124,670
Suffolk	\$189,528	\$227,017	\$0	\$416,545
Surry	\$37,366	\$44,756	\$0	\$82,122
Sussex	\$53,506	\$64,090	\$0	\$117,596
Tazewell	\$74,805	\$89,602	\$0	\$164,407
Virginia Beach	\$266,707	\$319,462	\$0	\$586,169
VAParole Board	\$41,224	\$49,378	\$0	\$90,602
Warren	\$35,932	\$43,039	\$0	\$78,971
Washington	\$53,479	\$64,316	\$0	\$117,795
Waynesboro	\$52,916	\$63,640	\$0	\$116,556
Westmoreland	\$50,726	\$61,006	\$0	\$111,732
Winchester	\$77,555	\$93,272	\$0	\$170,827
Wise	\$46,565	\$56,001	\$0	\$102,566
Wythe	\$49,682	\$59,750	\$0	\$109,432
York	\$72,481	\$87,169	\$0	\$159,650