



## Desk Tool: *Allowable vs. Unallowable*

Grant Source	General Rule	Allowable	Unallowable
VOCA	<p>Focused on direct services for victims of crime.</p> <p>Costs must be:</p> <ul style="list-style-type: none"> <li>• Allowable</li> <li>• Reasonable</li> <li>• Necessary</li> <li>• Allocable</li> </ul>	<p>The federal VOCA Rule defines direct services to victims of crime as “efforts that:</p> <ul style="list-style-type: none"> <li>• Respond to the emotional, psychological, or physical needs of crime victims;</li> <li>• Assist victims to stabilize their lives after victimization;</li> <li>• Assist victims to understand and participate in the criminal justice system;</li> <li>• Restore a measure of security and safety for the victim.”</li> </ul> <p>VOCA funds may be used to provide victims of crime with information and referrals. Ex: providing information about the criminal justice process and victims’ rights; referrals to other victim service programs; and referrals to other services, supports, and resources.</p> <p>VOCA funds may be use to provide victims of crime with personal advocacy and accompaniment services. Ex: 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.</p> <p>VOCA funds may be used to provide victims of crime with emotional support and safety services. Ex: crisis intervention; safety planning; hotline services; individual counseling; support groups; and other therapeutic services.</p> <p>VOCA funds may be used to provide victims of crime with shelter and safe housing options. Ex: providing emergency shelter; providing transitional housing; arranging safe housing; and other relocation assistance.</p>	<p>VOCA funds may not be used for any of the following activities:</p> <ul style="list-style-type: none"> <li>• Lobbying</li> <li>• Research and Studies</li> <li>• Active Investigation and the Prosecution of Criminal Activities</li> <li>• Fundraising</li> <li>• Capital Expenses (including construction)</li> <li>• Compensation for Victims of Crime</li> <li>• Medical Care</li> <li>• Salaries and Expenses of Management</li> <li>• Trinkets or Give-away Items</li> <li>• Although OVC allows for out of state travel, VSGP funds may not be used for travel to out of state trainings or conferences</li> </ul>

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		<p>VOCA funds may be used to provide victims of crime with criminal and civil justice system assistance. Ex: notification of criminal justice events; and accompaniment to court hearings, to meetings with law enforcement and prosecution, and to other criminal justice system-related Events.</p> <p>VOCA funds may be used to support limited administrative and management costs directly related to the supervision of direct service staff and management of the subaward. Administrative and management costs are allowed as defined by the VOCA Rule.</p>	

<p>VSTOP</p>	<p>Grant funds may be used only for expenses that directly relate to carrying out the activities described in the twenty-one purpose areas of VSTOP.</p> <p>Personnel, training, technical assistance, evaluation, data collection and equipment that promote the apprehension, prosecution and adjudication of persons committing violent crimes against women.</p>	<p>STOP funds should be used for projects that serve or focus on adult and youth (age 11-24) women and girls who are victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>STOP funds may be used to address child sexual abuse when the victim is now an adult, provided that the abuse occurred or continued when the victim was age 11 or older.</p> <p>STOP funds may be used to pay for health care providers' time conducting forensic examinations.</p> <p>STOP funds may not be used for general substance abuse counseling, but they may be used for victim service providers who wish to focus on providing services to victims with substance abuse issues.</p> <p>STOP grants can support supervised visitation and exchange by and between parents in cases involving domestic violence, dating violence, sexual assault, and stalking.</p> <p>STOP funds may be used to partially purchase equipment that will be used for the STOP project as well as other purposes if the expenses are prorated according to the percentage of time that the equipment is used for STOP purposes.</p> <p>STOP funds may be used to purchase food in some instances. The provision of food and beverages at training events or conferences is governed by the most recent version of the DOJ Financial Guide. Food provision within the context of victim services (e.g., providing food in shelters) is permissible if the food is necessary or integral to providing services to women to enhance their safety.</p>	<p>STOP funds may not be used for renovations, construction, land acquisition, lobbying, fund-raising, or formation of corporations.</p> <p>STOP funds cannot be used to fund any criminal defense work, including defending women who Services to incarcerated individuals that are rehabilitative services related to the crime committed by the incarcerated individual.</p> <p>STOP funds may not be used to pay for moving household goods to a new location or acquiring furniture or housing in a new location.</p> <p>STOP funds can be used to pay the first month's rent. Deposits are also allowable if the subgrantee has an agreement in place with the landlord that the full/remaining deposit will be returned to the subgrantee and not the victim at the end of the lease.</p> <p>STOP funds may not be used for couples counseling or any intervention that requires participation by a victim or that is not designed to hold offenders accountable for their violent behavior cannot be supported with STOP dollars.</p> <p>STOP funds cannot be used to purchase vehicles (this is a change from a 1998 memorandum that authorized the purchase of vehicles under certain circumstances).</p> <p>STOP funds cannot be used to pay for immigration fees for battered immigrant women.</p>
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		<p>STOP funding may be used to purchase groceries as part of victim services that subgrantees provide to victims. Grantees and subgrantees need to have a process in place to ensure that all items purchased are allowable, reasonable, and necessary under applicable state and federal statutes and regulations and used for program purposes. Pursuant to federal regulations, the purchase of any alcohol, tobacco, or related products is strictly prohibited with the use of grant funds.</p> <p>Although the focus of this funding stream is on violence against women, STOP subgrantees must provide services to a male victim in need who is similarly situated to female victims the subgrantee ordinarily serves and who requests services.</p> <p>STOP funds may be used for services to incarcerated victims of domestic violence, dating violence, sexual assault, or stalking. The services provided, however, may only address the domestic violence, dating violence, sexual assault, or stalking victimization experienced by the incarcerated individual, including both such crimes experienced while incarcerated and crimes experienced at other points in their youth and adult lives.</p> <p>STOP funds may be used for legal services, such as housing, family law, public benefits, and other similar matters.</p> <p>STOP funds may be used to cover reasonable transportation costs that would enhance a woman's safety such as transporting a victim safely out-of-state.</p> <p>Battersers' intervention programs may be supported provided that the programs use court monitoring to hold offenders accountable for their behavior.</p> <p>STOP funds may be used for Violence prevention programs, such as media campaigns to educate the general public about violence against women; however, no more than 5 percent of the state's total STOP award for the year may be used for this purpose.</p>	<p>STOP funds cannot be used to support the purchase of standard issued law enforcement items, such as, uniforms, safety vests, shields, weapons, bullets, and armory. They can only be used to purchase law enforcement equipment that is specifically for the purpose of responding to or investigating domestic violence, dating violence, sexual assault, or stalking, such as cameras to record injuries.</p>

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SASP	<p>Focused on direct services for victims sexual assault</p> <p>Costs must be:</p> <p>Allowable</p> <p>Reasonable</p> <p>Necessary</p> <p>Allocable</p>	<p>SASP funds may support a 24-hour hotline services providing crisis intervention services and referral.</p> <p>SASP funds may support accompaniment and advocacy through medical, criminal justice, and social support systems, including medical facilities, police, and court proceedings</p> <p>Crisis intervention, short-term individual and group support services, and comprehensive service coordination and supervision to assist sexual assault victims and family or household members</p> <p>SASP funds may support the provision of information and referral to assist the sexual assault victims and their family or household members</p> <p>SASP funds may support Community-based, culturally specific services and support mechanisms, including outreach activities for underserved communities.</p> <p>SASP funds may support the development and distribution of materials on issues related to the services described above.</p> <p>SASP funds may be used to support projects that focus on direct services for children who are victims of sexual assault. Services rendered to child victims do not have to be provided in connection with serving an adult parent, and there is no age restriction on providing services to child victims. In addition,</p> <p>SASP Formula funds may be used to provide services to children of victims of sexual assault.</p> <p>SASP funds may not be used for education and prevention. However funds may be used for outreach to inform persons about the services provided by a specific program. For example, a program could use pamphlets, brochures, or community presentations to announce the services available under the grant.</p>	<p>SASP funds may not be used in connection with procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or gender of their children.</p> <p>SASP funds may not be used in connection with procedures or policies that compromise the confidentiality of information and privacy of persons receiving services.</p> <p>SASP funds may not be used in connection with policies that deny individuals access to services based on their relationship to the perpetrator.</p> <p>SASP funds may not be used in connection with materials that are not tailored to the dynamics of sexual assault or the culturally specific population to be served.</p> <p>SASP funds may not be used in connection with policies or engaging in practices that impose restrictive conditions to be met by the victim in order to receive services (e.g., mandatory counseling, seeking an order for protection).</p> <p>SASP funds may not be used in connection with Policies that require the victim to report the sexual assault to law enforcement</p> <p>Research projects.</p> <p>SASP funds may not be used in connection with activities focused on prevention efforts and public education (e.g., bystander intervention, social norms campaigns, presentations on healthy relationships).</p>

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		<p>SASP funds may be used to purchase food and drink for victims while they are receiving services.</p> <p>SASP funds may be used to make direct payments to vendors for costs related to the victim's sexual assault.</p>	<p>SASP funds may not be used for Criminal justice-related projects, including law enforcement, prosecution, courts, and forensic interviews.</p> <p>SASP funds may not be used for Sexual Assault Forensic Medical Examiner programs.</p> <p>SASP funds may not be used for Sexual Assault Response Team coordination.</p> <p>SASP funds may not be used for providing training to allied professionals and the community (e.g., law enforcement, child protection services, prosecution, other community based organizations).</p> <p>SASP funds may not be used for domestic violence services unrelated to sexual violence</p> <p>SASP funds may not be used for:</p> <ul style="list-style-type: none"> <li>• Lobbying</li> <li>• Fundraising</li> <li>• Purchase of real property</li> <li>• Construction</li> <li>• Physical modifications to buildings, including minor renovations (such as painting or carpeting)</li> </ul> <p>Food and Beverage/Costs for Refreshments and Meals are generally not allowable. OVW may approve the use of grant funds to provide a working meal at a meeting, conference, training, or other event, if one of the following applies:</p> <ul style="list-style-type: none"> <li>• The location of the event is not in close proximity to food establishments, despite efforts to secure a location near reasonably priced and accessible commercial food establishments.</li> <li>• Not serving food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.</li> <li>• A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.</li> <li>• Other extenuating circumstances necessitate the provision of food.</li> </ul>

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			Justification for an exception listed above must be submitted to OVW, and grantees may only use funds to purchase food and/or beverages if OVW approves the specific expenditures in advance, or if the food/drink is for victim use as noted in the allowable column
VSDVVF	Virginia Sexual Domestic Violence Victim Funds (VSDVVF) are available to Commonwealth's Attorney's Offices for funding the cost of:  Additional attorneys or to further dedicate existing resources to prosecute felonies and misdemeanors involving domestic violence, sexual violence, sexual abuse, stalking and family abuse, and  VSDVVF is available to Law-enforcement authorities or appropriate programs, including civil legal assistance, to assist in protecting and providing necessary services to victims of and children affected by domestic violence, sexual abuse, stalking and family abuse.		
ARPA	On August 10, 2021, Governor Ralph Northam signed a budget bill that directed American Rescue Plan Act (ARPA) funds as follows: \$12,199,930 to the Department of Criminal Justice Services (140) to support services to victims of crime including, but not limited, services for victims of sexual assault and domestic violence, victims of elder abuse and child abuse, and victims of crime. The Department shall use these funds to support sexual assault and domestic violence applicants of the Victims Services Grant Program for Fiscal Year 2022 such that the amounts reduced from the competitive grant applications for this grant period, due to lack of funding, are fully restored. For a list of unallowable costs: <a href="https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/victims/unallowablearpacosts.pdf">https://www.dcjs.virginia.gov/sites/dcjs.virginia.gov/files/publications/victims/unallowablearpacosts.pdf</a>  In 2022, the General Assembly allocated to DCJS \$6,000,000 of additional funds to award to sexual and domestic violence agencies that were also awarded VSGP funds.		Personnel: Prevention Staff Fundraiser / Fund Development Staff/ Board of Directors / Advisory Council Members, Pay Raises, Bonuses, Premium Pay, and/or Hazard Pay for; Executive/Administrative Staff  Travel: Board of Directors / Advisory Council Member Mileage  Subsistence: Board of Directors / Advisory Council Member Lodging & Per Diem  Consultants: Rates in excess of \$81.25/hour or \$650/day  Equipment (over \$5,000 per item): Vehicle Purchases or Leases  Supplies/Other (under \$5,000 per item): Direct Cash Payments to Victims/Survivors Promotional Items, "Trinkets" Marketing Items, Brochures (Unless to reach underserved populations in service area) Food for Trainings or Conferences Food for Staff/Board Members  Match: Matching Funds for Other Grant