Victim Services Grant Program (VSGP) FY 2022 and 2023 Application FAQ

ALLOWABILITY

Is liability insurance allowable? The VOCA rule does allow for a prorated share insurance costs, including liability insurance when those costs are in connection to the provision of direct services. The VOCA Rule is your best resource for allowability questions. I have attached it to this email for your reference and it's linked in the Grant Guidelines.

We currently have 3 employees under VOCA and there have always been 3 employees historically since we started receiving VSGP funds. We would like to request a 4th position "case manager" if we are selected to continue to receive this award for the next fiscal year. Based on the federal cuts do you think it is okay to request a fourth position in our application? Would that hurt our chances of getting the grant all together? Your grant application should reflect what your agency needs in order to provide services to victims in your service area. All the positions that you include should be clearly described and justified so that the reviewers are able to understand how each position is tied to service provision and your goals/objectives. As you note with the uncertainty of grant funding and federal VOCA levels, sustainability with any grant funded position is important and this should be addressed in your sustainability plan.

CHILD TREATMENT PROGRAMS

Our program currently recieves money from the VOCA Grant- Child Abuse Treatment in addition to our VSGP grant. Is the VOCA Child Abuse Treatement grant is being kept separate or is it included with VSGP funds? There will not be a seperate application process for Child Treatment Programs. Child Treatment Programs' grant requests should be included in this VSGP 22/23 application.

DEVELOPING GOALS AND OBJECTIVES

Under Goals, how would one assign a time frame to core services such as crisis intervention, shelter, safety planning, etc. These are ongoing continual services they have no "end date" per say. It depends on the wording of your Goals and Objectives, but it might make sense for the timeline of some services to be the entire grant period. You should ensure the goals and objectives you identify address the proposed project. If you're applying competitively, you should also ensure that your goals address the problem identified in your Demonstration of Need. Beyond that, it's really up to you to determine a timeline that makes sense and accurately reflects your proposed project/services.

FUNDING CATEGORIES

We meshed VSDVVF and VOCA funding for our program providing legal services to DV victims, which is currently under one VSGP grant (VOCA-SIPV). Is this, or should this be a "Category 3" application, which is non-competitive with level funding, or should we apply as "underserved" as we have in the past or "other type of victim assistance"? Your program is eligible for the competitive portion of this solicitation.The only programs eligible for the non-competitive portion are Sexual/Domestic Violence Programs who currently receive the "Category 3/Core Services" funding in the current round of VSGP. With regards to applying under "Underserved" or "Other Type of Victims Assistance," it is up to you to determine which priority area(s) to apply under based on the services that your application proposes and your intended target population. Whichever you choose, your application should make it clear to the reviewers how your proposed project will serve victims of crime in your selected priority area(s).

LETTERS OF SUPPORT

I need guidance on what the letters of support should contain. Letters of Support are written by partners in support of your agency/project. The guidelines state that, "These Letters of Support must come from existing victim services agencies in or around the service area. The letters must be specific to the proposed project. This attachment is required of all competitive grant applicants." There are two key pieces here. The first is that the letters should come from existing victims service agencies. Keep in mind that the Project Description and Program Service Objectives Form asks you to describe your relationship with the agencies who provided the letters. The second key piece is that the letters should be in support of your proposed project specifically, rather than in support of your agency generally. Finally, I also want to mention that partnerships and collaboration with community partners are an important part of this solicitation. This is mentioned both on the Project Description and Program Service Objectives Form and on the list of things that eligible applicants must do/provide (pgs. 4-5). Part of the intent of the Letters of Support are for the applicant to demonstrate these partnerships and collaboration.

MATCH

Our agency is an SADV Core Services Agency. Regarding our match,is there a certain percentage of this that is monetary and a certain percentage that is in-kind? It is up to you to determine how your agency will meet the match obligation. We don't have requirements about using in-kind vs. cash. The important things are that your match total is the correct amount, the expenses you're using for match are allowable, and your match is able to be documented.

TECHNICAL ISSUES WITH FORMS

When I print out the budget/narrative section, it comes out in 44 pages. I assume something is wrong with formatting but I don't know how to fix it. It is primarily on the narrative. Can you advise me please? Unless you need to print the budget for your process, it's not necessary to print it for application submission. If you would still like to print the budget, printing from Excel can be tricky. You could try changing the scale of the document. In Excel 2016: 1) Select Print; 2) On the page the opens up, there should be a white box that says "Scaling" or "No Scaling". Click the down arrow on this box; 3) Choose custom scaling; 4) Under Scaling, make sure that "Adjust to ...% normal size" is selected and lower the percentage. I lowered it to 55% on a test budget and it brought the page total down to 23 pages. You could also try selecting and printing only the cells that you want.