

U.S. Department of Justice
Office of Justice Programs
Office for Victims of Crime



OVC FY 2020 VOCA Victim Compensation FY 2020 Formula Grant Solicitation

CFDA #16.567

Solicitation Release Date: April 1, 2020

Application Deadline: 11:59 p.m. eastern time on June 1, 2020

The [U.S. Department of Justice](#) (DOJ), [Office of Justice Programs](#) (OJP), [Office for Victims of Crime](#) (OVC), is seeking applications for funding for the Fiscal Year (FY) 2020 Victims of Crime Act (VOCA) Victim Compensation Formula Grant Program. This program furthers the Department's mission by providing crucial financial assistance to hundreds of thousands of victims each year.

This solicitation incorporates the [OJP Grant Application Resource Guide](#) by reference. The OJP Grant Application Resource Guide provides guidance to applicants for the preparation and submission to OJP of applications for funding.

This solicitation expressly deviates from the OJP Grant Application Resource Guide by not incorporating the Guide's "Limitation on Use of Award Funds for Employee Compensation; Waiver" provisions in the "Financial Information" section, or the "Disclosure of Process Related to Executive Compensation" provisions in the "Application Attachments" section. It also deviates from the "Application Elements and Formatting Instructions" section of the Guide, as described below in D (Application and Submission Information).

Eligibility (Who may apply):

The following entities are eligible to apply:

- state victim compensation programs¹ that are eligible to administer VOCA Victim Compensation grants.

All recipients and subrecipients (including any for-profit organization) must forgo any profit or management fee.

¹ For purposes of this program, the term "state" includes the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, and any other possession or territory of the United States. 34 U.S.C. 20102(d)(4).

Contact information

For technical assistance with submitting an application, contact the Grants Management System Support Hotline at 888-549-9901, option 3, or via email at GMS.HelpDesk@usdoj.gov. The GMS Support Hotline operates 24 hours a day, 7 days a week, including on federal holidays.

An applicant that experiences unforeseen GMS technical issues beyond its control that prevent it from submitting its application by the deadline must email the OVC contact identified below **within 24 hours after the application deadline** in order to request approval to submit its application after the deadline. For information on reporting technical issues, see “Experiencing Unforeseen GMS Technical Issues” under **How To Apply (GMS)** in the [OJP Grant Application Resource Guide](#).

For assistance with any other requirements of this solicitation, contact your designated OVC Program Specialist, by telephone at 202-307-5983.

Deadline Details

Applicants must register in the OJP Grants Management System (GMS) at <https://grants.ojp.usdoj.gov/> prior to submitting an application under this solicitation. All applicants must register, even those that previously registered in GMS. Select the “Apply Online” button associated with the solicitation title. All registrations and applications are due by 11:59 p.m., eastern time, on June 1, 2020.

For additional information, see the “**How To Apply (GMS)**” section in the [OJP Grant Application Resource Guide](#).

Contents

| | |
|--|----|
| A. Program Description | 4 |
| Overview | 4 |
| Program-Specific Information | 4 |
| Goals, Objectives, and Deliverables | 4 |
| Evidence-Based Programs or Practices..... | 4 |
| Information Regarding Potential Evaluation of Programs and Activities | 4 |
| B. Federal Award Information | 4 |
| Type of Award | 5 |
| Financial Management and System of Internal Controls..... | 5 |
| Budget Information | 5 |
| Cost Sharing or Matching Requirement | 5 |
| Pre-agreement Costs (also known as Pre-award Costs) | 5 |
| Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs | 5 |
| Costs Associated with Language Assistance (if applicable) | 5 |
| C. Eligibility Information..... | 5 |
| D. Application and Submission Information..... | 5 |
| What an Application Should Include..... | 5 |
| How To Apply | 8 |
| E. Application Review Information | 8 |
| Review Process..... | 8 |
| F. Federal Award Administration Information..... | 8 |
| Federal Award Notices | 8 |
| Administrative, National Policy, and Other Legal Requirements | 9 |
| Information Technology (IT) Security Clauses | 9 |
| General Information about Post-Federal Award Reporting Requirements | 9 |
| G. Federal Awarding Agency Contact(s) | 9 |
| H. Other Information..... | 9 |
| Freedom of Information and Privacy Act (5 U.S.C. 552 and U.S.C. 552a)..... | 9 |
| Appendix A: Application Checklist..... | 10 |

OVC FY 2020 VOCA Victim Compensation CFDA # 16.576

A. Program Description

Overview

Under this solicitation, the Office for Victims of Crime (OVC) will award each eligible state victim compensation program an annual grant equal to 60 percent of the amount the program awarded in state-funded victim compensation payments during the fiscal year 2 years prior to the present fiscal year, other than amounts awarded for property damage.

Statutory Authority: This grant program is authorized and funded by the Victims of Crime Act (VOCA) of 1984 (34 U.S.C. § 20102).

Program-Specific Information

Funds under this program shall be used by the states for awards of compensation benefits to crime victims, with the following exception: States may retain up to 5 percent of their total grant for administrative and training purposes.

Goals, Objectives, and Deliverables

The primary purpose of these grants is to supplement state efforts to provide financial compensation to crime victims throughout the nation for costs resulting from crime, and to encourage victim cooperation and participation in the criminal justice system.

The Goals, Objectives and Deliverables are directly related to the performance measures that demonstrate the results of the work completed, as discussed under [What an Application Should Include](#).

Evidence-Based Programs or Practices

OJP strongly emphasizes the use of data and evidence in policymaking and program development in criminal justice, juvenile justice, and crime victim services. For additional information and resources on evidence-based programs or practices, see the [OJP Grant Application Resource Guide](#).

Information Regarding Potential Evaluation of Programs and Activities

Applicants should note OJP may conduct or support an evaluation of the programs and activities funded under this solicitation. For additional information, see the [OJP Grant Application Resource Guide](#) section, entitled, "Information Regarding Potential Evaluation of Programs and Activities."

B. Federal Award Information

| | |
|--|--------------------------------------|
| Maximum number of awards OVC expects to make | 54 awards (in accordance with VOCA.) |
| Period of performance start date | October 1, 2019 |
| Period of performance duration | 48 months |

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Type of Award

OVC expects to make awards under this solicitation as grants. See the “Administrative, National Policy, and Other Legal Requirements” section of the [OJP Grant Application Resource Guide](#) for additional information.

Financial Management and System of Internal Controls

Award recipients and subrecipients (including recipients or subrecipients that are pass-through entities) must, as described in the Part 200 Uniform Requirements² as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. See [OJP Grant Application Resource Guide](#) for additional information.

Budget Information

Cost Sharing or Matching Requirement

This program does not require a match.

Please see the [OJP Grant Application Resource Guide](#) for information on the following:
[Pre-agreement Costs \(also known as Pre-award Costs\)](#)
[Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs](#)
[Costs Associated with Language Assistance](#) (if applicable)

C. Eligibility Information

For eligibility information, see the title page.

For information on cost sharing or match requirements, see [Section B. Federal Award Information](#).

D. Application and Submission Information

What an Application Should Include

See the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) for information on what happens to an application that does not contain all the specified elements. (This solicitation expressly modifies the “Application Elements and Formatting Instructions” section of the [OJP Grant Application Resource Guide](#) by not incorporating paragraph two of that section (referring to nonresponsive applications or applications missing critical elements not “[proceeding] to peer review”).)

1. Application for Federal Assistance (Standard Form (SF)-424)

The SF-424 is a required standard form used as a cover sheet for submission of pre-applications, applications, and related information. See the [OJP Grant Application Resource Guide](#) for additional information on completing the SF-424.

² The “Part 200 Uniform Requirements” means the DOJ regulation at 2 C.F.R Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200.

Intergovernmental Review: This solicitation ("funding opportunity") **is not** subject to [Executive Order 12372](#). (In completing the SF-424, an applicant is to answer question 19 by selecting the response that the "Program is not covered by E.O. 12372.")

2. A Statement Regarding Use of Administrative and Training Funds

3. Certification of State Eligibility Requirements Statement

(Hint: Copy and use the statement below.) Each applicant must provide written certification that it **complies with and will comply with** the requirements of 34 U.S.C. § 20102 and the VOCA Compensation Guidelines, Part II, State Grantee Eligibility Requirements, and, specifically, that it—

- promotes victim cooperation with reasonable requests of law enforcement authorities [34 U.S.C. § 20102(b)(2)];
- certifies that grants received for crime victim compensation will not be used to supplant state funds otherwise available to provide crime victim compensation [34 U.S.C. § 20102(b)(3)];
- provides compensation, with respect to compensable crimes occurring within the state, to residents and nonresidents of the state on the basis of the same criteria [34 U.S.C. § 20102(b)(4)];
- provides compensation to victims of federal crimes occurring within the state on the same basis that it provides compensation to victims of state crimes [34 U.S.C. § 20102(b)(5)];
- does not, except according to certain state-established rules, deny compensation to any victim because of the victim's familial relationship to the [offender](#) or because the victim and the offender share the same residence [34 U.S.C. § 20102(b)(7)];
- includes as compensable those crimes that result in victims suffering death or personal injury as a result of the intentional or attempted defacement, damage, or destruction of any religious real property because of its religious character, or the obstruction, by force, or threat of force, of any person's enjoyment of the free exercise of religious beliefs when the crime is covered by interstate or foreign commerce. VOCA also requires that states include as compensable those crimes that result in victims suffering death or personal injury as a result of the intentional or attempted defacement, damage, or destruction of any religious real property because of the race, color, or ethnic characteristics of any individual associated with the religious property [Guidelines, section IV.B.1.(a)]; and
- provides other information and assurances related to the crime victim compensation program that the OVC Director may reasonably require [34 U.S.C. § 20102(b)(9)].

4. A Statement Regarding Collecting the Data Required for This Solicitation's Performance Measures

OJP will require each successful applicant to submit regular performance data that demonstrate the results of the work carried out under the award. The performance data directly relate to the goals, objectives, and deliverables identified under "[Goals, Objectives, and Deliverables](#)" in [Section A. Program Description](#).

Award recipients will be required to provide the relevant data by submitting quarterly performance metrics through OVC's online Performance Measurement Tool (PMT), located at <https://ovcpmt.ojp.gov>. Applicants should examine the list of Victim Compensation performance measures at [Victim Compensation – Performance Measures](#).

Reports generated from OVC's PMT system must be uploaded to GMS every 6 months. Applicants should visit OJP's performance measurement page at www.ojp.gov/performance/ for an overview of performance measurement activities at OJP.

The application should demonstrate the applicant's understanding of the performance data reporting requirements for this grant program and detail how the applicant will gather the required data should it receive funding.

Please note that applicants are **not** required to submit performance data with the application. Performance measures information is included as an alert that successful applicants will be required to submit performance data as part of the reporting requirements under an award.

5. State Law Governing the Crime Victim Compensation Program

Please attach a copy of the state law governing the crime victim compensation program.

6. List of Staff Positions Paid With VOCA Victim Compensation Administrative Funds

Please provide a complete list of each compensation position paid for with VOCA Victim Compensation Formula grant administrative funding. Please list the title of the position and the percentage of funding supported with VOCA victim compensation funds. If your program does not use administrative funds to support staff salaries, please indicate this in your attachment.

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

7. [Information on Proposed Subawards \(if any\) and on Proposed Procurement Contracts \(if any\)](#)

8. [Indirect Cost Rate Agreement \(if applicable\)](#)

If your program does not have a federally approved indirect cost rate, and you are not eligible to use the "de minimis" indirect cost rate, please indicate this in your attachment.

Note: Indirect costs, to the extent that they include administrative costs, are limited by the statutory cap on administrative (and training) costs. See 28 C.F.R. 94.107; 94.109.

9. [Financial Management and System of Internal Controls Questionnaire \(including applicant disclosure of high-risk status\)](#)
10. [Disclosure of Lobbying Activities](#)
11. [Applicant Disclosure of Pending Applications](#)
12. [Applicant Disclosure and Justification – DOJ High Risk Grantees](#)³ (if applicable)

How To Apply

An applicant must submit its application through the [Grants Management System \(GMS\)](#), which provides support for the application, award, and management of awards at OJP. Find information, registration, and submission steps on how to apply in GMS in response to this solicitation under **How To Apply (GMS)** in the [OJP Grant Application Resource Guide](#).

E. Application Review Information

Review Process

OJP is committed to ensuring a fair and open process for making awards. OVC reviews the application to make sure that the information presented is reasonable, understandable, measurable, achievable, and consistent with the solicitation. See the [OJP Grant Application Resource Guide](#) for information on the application review process for this solicitation.

In addition, if OJP anticipates that an award will exceed \$250,000 in federal funds, OJP also must review and consider any information about the applicant that appears in the non-public segment of the integrity and performance system accessible through SAM (currently, the Federal Awardee Performance and Integrity Information System, FAPIIS).

Important note on FAPIIS: An applicant, at its option, may review and comment on any information about itself that currently appears in FAPIIS and was entered by a federal awarding agency. OJP will consider any such comments by the applicant, in addition to the other information in FAPIIS, in its assessment of the risk posed by the applicant.

Absent explicit statutory authorization or written delegation of authority to the contrary, the Assistant Attorney General will make all final award decisions.

F. Federal Award Administration Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Federal Award Notices](#)

³ A “DOJ High Risk Grantee” is a recipient that has received a DOJ High Risk designation based on a documented history of unsatisfactory performance, financial instability, management system or other internal control deficiencies, or noncompliance with award terms and conditions on prior awards, or that is otherwise not responsible.

Administrative, National Policy, and Other Legal Requirements

OJP strongly encourages prospective applicants to review information on post-award legal requirements and common OJP award conditions **prior** to submitting an application.

If selected for funding, in addition to implementing the funded project consistent with the OJP-approved application, the recipient must comply with all award conditions, and all applicable requirements of federal statutes and regulations (including applicable requirements referred to in the assurances and certifications executed in connection with award acceptance).

For additional information on these legal requirements, see the “Administrative, National Policy, and Other Legal Requirements” section in the [OJP Grant Application Resource Guide](#).

Information Technology (IT) Security Clauses

General Information about Post-Federal Award Reporting Requirements

In addition to the deliverables described in [Section A. Program Description](#), any recipient of an award under this solicitation will be required to submit certain reports and data.

Required reports. Recipients typically must submit quarterly financial reports, quarterly performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent. (In appropriate cases, OJP may require additional reports.)

See the [OJP Grant Application Resource Guide](#) for additional information on specific post-award reporting requirements, including performance measures data.

G. Federal Awarding Agency Contact(s)

For OJP contact(s), see the page 2.

For contact information for GMS, see page 2.

H. Other Information

Please see the [OJP Grant Application Resource Guide](#) for information on the following:

[Freedom of Information and Privacy Act \(5 U.S.C. 552 and U.S.C. 552a\)](#)
[Provide Feedback to OJP](#)

Appendix A: Application Checklist OVC FY 2020 VOCA Victim Compensation

This application checklist has been created as an aid in developing an application.

What an Applicant Should Do:

Prior to Registering in GMS:

- Acquire a DUNS Number (see [OJP Grant Application Resource Guide](#))
- Acquire or renew registration with SAM (see [OJP Grant Application Resource Guide](#))

To Register with GMS:

- For new users, acquire a GMS username and password* (see [OJP Grant Application Resource Guide](#))
- For new users, acquire a GMS username and password* to ensure access (see [OJP Grant Application Resource Guide](#))
- Verify SAM registration in GMS (see [OJP Grant Application Resource Guide](#))
- Search for and select correct funding opportunity in GMS (see [OJP Grant Application Resource Guide](#))
- Register by selecting the “Apply Online” button associated with the funding opportunity title (see [OJP Grant Application Resource Guide](#))
- Read OJP policy and guidance on conference approval, planning, and reporting available at ojp.gov/financialguide/DOJ/PostawardRequirements/chapter3.10a.htm (see [OJP Grant Application Resource Guide](#))
- If experiencing technical difficulties in GMS, contact OVC (see [OJP Grant Application Resource Guide](#))

*Password Reset Notice – GMS users are reminded that while password reset capabilities exist, this function is only associated with points of contact designated within GMS at the time the account was established. Neither OJP nor the GMS Help Desk will initiate a password reset unless requested by the authorized official or a designated point of contact associated with an award or application.

Overview of Post-Award Legal Requirements:

- Review the “[Overview of Legal Requirements Generally Applicable to OJP Grants and Cooperative Agreements - FY 2020 Awards](#)” in the [OJP Funding Resource Center](#).

Scope Requirement:

- The federal amount requested is consistent with the FY 2020 VOCA Victim Compensation allocation.

Eligibility Requirement: States, the District of Columbia, the Commonwealth of Puerto Rico, the U.S. Virgin Islands, and any other possession or territory of the United States that has established an eligible crime victim compensation program and that meets the eligibility requirements specified in VOCA, 34 U.S.C. § 20102, are eligible to apply.

What an Application Should Include:

- Application for Federal Assistance (SF-424) (see [OJP Grant Application Resource Guide](#))
- Statement Regarding Use of Administrative and Training Funds (see page 6)
- Certification of State Eligibility Requirements Statement (see page 6)
- Statement Regarding Collecting the Data Required for This Solicitation’s Performance Measures (see page 7)
- State Law Governing the Crime Victim Compensation Program (see page 7)
- List of Staff Positions Paid With VOCA Victims Compensation Administrative Funds (see page 7)
- Information on Proposed Subawards and Proposed Contracts (if any) (see [OJP Grant Application Resource Guide](#))
- Indirect Cost Rate Agreement (if applicable) (see [OJP Grant Application Resource Guide](#))
- Financial Management and System of Internal Controls Questionnaire (see [OJP Grant Application Resource Guide](#))
- [Disclosure of Lobbying Activities \(SF-LLL\)](#) (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure of Pending Applications (see [OJP Grant Application Resource Guide](#))
- Applicant Disclosure and Justification – DOJ High Risk Grantees (if applicable) (see [OJP Grant Application Resource Guide](#))