

PUBLIC NOTICE

LAW AND PUBLIC SAFETY

OFFICE OF THE ATTORNEY GENERAL

Notice of Availability of Funds

Federal Fiscal Year 2016 Round 2: New Jersey Victims of Crime Act (VOCA) Victim Assistance Grant (VAG) Program

Take notice that, in compliance with N.J.S.A. 52:14-34.4, the Department of Law and Public Safety (Department), announces the anticipated availability of the following grant program funds:

- a) **Name of the Program: Federal Fiscal Year 2016 (FFY16) Round 2: New Jersey Victims of Crime Act (VOCA) Victim Assistance Grant (VAG) Program (Round 2: NJ VOCA VAG Program).** This program is supported by the Federal Victims of Crime Act (VOCA) of 1984, 42 U.S.C. §§10601 et seq., Victim Assistance Grant (VAG) Program.

- b) **Purpose:** The purpose of the Round 2: NJ VOCA VAG program is to support the delivery of services to crime victims. Services are defined as those efforts that respond to the emotional and physical needs of crime victims; assist crime victims to stabilize their lives; assist crime victims to understand and participate in the criminal justice system; provide crime victims with a measure of safety and security; and provide specialized services to domestic violence and/or sexual assault victims.

To learn about the types of projects that may be considered for funding, as well as the activities and costs that may be covered for subrecipients, please consult the new Final Rule (28 C.F.R. Part 94, Subpart B) for the VOCA, VAG Program. You may find the final rule at the following website:

<https://www.federalregister.gov/documents/2016/07/08/2016-16085/victims-of-crime-act-victim-assistance-program>.

- c) **Available Funding:** The Department was awarded approximately \$61 million in its federal fiscal year (FFY) 2016 VOCA award. Of this amount, approximately \$2,100,000 will support the Round 2: NJ VOCA VAG program, which awards funding to private nonprofit organizations and public agencies who serve victims of crime. These funds will be awarded on a competitive basis, pursuant to the quality of the application submitted and the pending availability of federal funding. Funding decisions will be made to ensure the broadest and deepest level of services coverage practicable.

Applicants may apply for a maximum of \$300,000 per project for a 19-month grant period. The project period will begin February 1, 2018 and end on August 31, 2019. Only one application per project will be accepted. Continuation funding may be available, contingent upon the availability of Federal funding and the subrecipient's compliance with grant conditions and performance of its goals and objectives. A 20 percent match, cash or in-kind, is required by all applicants. For example, a \$300,000 award requires a \$75,000 match for a total grant award of \$375,000.

Please note that if you are unable to fulfill the match requirement, the Federal Office for Victims of Crime (OVC) may grant a full or partial waiver on a case-by-case basis. A match waiver form will be included in the application package.

Please also note that your inability to meet the full match amount will not negatively bear upon the strength of your grant application.

d) Organizations which may apply for funding under this program: Private, nonprofit organizations and public agencies that provide crime victim services **AND DID NOT RECEIVE NOTICE OF AN AWARD under the first round of FY16 VOCA VAG funding** are eligible to apply. Public agencies must provide services to crime victims and cannot be part of a law enforcement agency or a prosecutor's office. Private, nonprofit organizations must be organized under Title 15A of the New Jersey Revised Statutes or be qualified for a nonprofit tax exemption under the Internal Revenue Code 26 U.S.C. Section 501(c)(3).

e) Qualifications needed by an applicant to be considered for funding: Applicants must be in good standing with all State and Federal agencies with which they have had an existing grant or contractual relationship. Where appropriate, all applicants must hold current professional and State licenses and certifications.

Charitable organizations and professional fund raisers based, operating, or soliciting within New Jersey must register with the Division of Consumer Affairs Charities

Registration Section, unless specifically exempted under the provisions of the Charitable Registration and Investigation Act, N.J.S.A. 45:17A-18, et seq. Proof of charity registration compliance or proof of exemption must be submitted to the Department with the organization's application.

Applicant agencies and victim assistance programs must meet all applicable statutory and regulatory VOCA program eligibility requirements found at 42 U.S.C. § 10603 and 28 C.F.R. Part 94. The Department reserves the right to decline any and all applicants who cannot demonstrate proof of compliance with VOCA program requirements.

The Federal Funding Accountability and Transparency Act (FFATA) of 2006 requires agencies to obtain a Data Universal Numbering System (DUNS) number and register with the System for Award Management (SAM), formerly the Central Contractor Registration (CCR), to receive a Federal award or subaward.

Applicants without a current DUNS number(s) and SAM registration will be considered ineligible. Successful applicants will be required to complete a FFATA form upon award.

To be considered for funding, an eligible applicant must file an application, in accordance with the requirements of the program, by the submission deadline. **The following scored components must be included in the application:**

a. *Agency Background, Mission, Experience, and Capability. 10 points*

Please describe in detail the agency's mission, background and experience as it relates to the purpose and objectives of the proposed project. Explain the agency's knowledge and capability to carry out the project based on demonstrated experience in providing victim services to the target population. Public agencies must cite their statutory and/or local governing authority.

b. *Problem Statement/Needs Assessment. 15 points*

Please identify the specific problem(s), target population, and geographic area that the proposed project will address. Describe the needs and characteristics of the target population; local needs and conditions; describe existing services and identify gaps and/or barriers in services. Include current statistics and relevant facts to substantiate the need and selection of the proposed project.

**c. *Project Description, including Goals, Objectives, and Work Plan (Action Strategy).
30 points***

Please specify clear, realistic goals for the proposed project. Identify objectives that are concise, measurable and clearly relate to the goals, problem statement/needs assessment, and target population. Measurable objectives shall include, but are not be limited to, the level of service to be provided. Describe in detail the project's approach or strategy for attaining each objective. Include a project work plan that specifies each objective along with the major activities, responsible staff and feasible time frames for each objective and activity.

Please note that OVC and the Department will place a strong emphasis on the use of evidence-based programs and practices and the use of data and evidence in policymaking and program development. Agencies that strive to improve the quantity and quality of evidence and integrate that evidence into program, practice, and policy decisions will be looked upon more favorably than those agencies that do not employ evidence-based practices.

d. Partnership, Collaboration, and Coordination of and Linkages to Services.

10 points

Partnerships, collaboration and/or coordination of services are strongly encouraged for all projects. Describe the agency's partnership and/or coalition building strategy and use of volunteers. Applications for projects which require coordination of services among two or more agencies must contain a signed affiliation agreement. An affiliation agreement must define roles, responsibilities, referral mechanisms, collaboration, and coordination efforts necessary for successful implementation of the project and must be signed by all affiliating agencies. At least three letters of support for the specific project are required to be submitted with the application; and applicants are encouraged to have one letter of support from the County Prosecutor's Office of Victim Witness Advocacy.

e. Project Management and Staff. 10 points

Please identify all project management and staff. Describe how personnel are uniquely qualified to manage and implement the project. Provide current resumes along with job

descriptions for each position for which grant or matching funds are. The job description should detail the title and job responsibilities, as well as the education and experience necessary for the position.

Additionally, state if the position is full-time or part-time and the number of hours and percentage of time devoted to the project. Indicate if you will use existing staff or if you will recruit new staff for each position requested in the budget. Public agencies cannot use grant funds to supplant State and Federal funds otherwise available for crime victim services.

f. *Data Collection, Performance Measures, and Evaluation. 10 points*

Please list all data that will be collected. Describe the methods that will be used to measure the progress and impact of the project. (Subrecipients will be required to collect and report specific data relating to their project to the Department of Law & Public Safety). Client feedback is strongly encouraged, so if your measurements do not include client feedback, an explanation must be provided.

Please note that awarded applicants will be required to enter VOCA-required data via quarterly performance metrics through OVC's online Performance Measurement Tool (PMT) located at <https://www.ovcpmt.org>.

g. *Budget and Budget Narrative. 15 points*

Please provide a detailed narrative justification for both the requested funds requested and match funds itemized on the Budget Detail Form by Budget Category. Costs must be specific and tied to the project objectives. Applicants should refer to the Program Guidebook for a description of budget categories, allowable expenses and match requirements.

Please note that the new Final Rule (28 C.F.R. Part 94, Subpart B) for the Victims of Crime Act, Victim Assistance Program is effective. The new rule greatly expands the areas of allowable activities and costs for subrecipients. Please be sure to carefully review the Final Rule and submit requests ONLY for ALLOWABLE costs.

As noted above, if you are unable to fulfill the match requirement, the Federal Office for Victims of Crime may grant a full or partial waiver on a case-by-case basis. Please note that your inability to meet the full match amount will not negatively bear upon the strength of your grant application. If you request a match waiver, please provide a letter-form justification to the SOVWA, and include it with your application package.

f) Procedures for Eligible Organizations to Apply:

Application packages are available by contacting the Department at (609) 292-6766 or on the website at <http://nj.gov/oag/grants.htm>. Please follow the requirements of this Notice of Availability of Funds and the Program Administration and Funding Guidelines when drafting the application; and submit *one original and three copies* of the application by

the submission deadline. The Department reserves the right to decline any and all applications for funding and to award grants in amounts that may be other than requested. Agencies previously funded are not guaranteed continued funding or funding at previous levels. The submitted application may be subject to disclosure pursuant to the Open Public Records Act, N.J. S. A. 47:1A-1 et seq.

g) Address of the State agency receiving the application:

William Cranford, Deputy Administrator
Department of Law & Public Safety
Richard J. Hughes Justice Complex
Fifth Floor Reception
25 Market Street
P.O. Box 085
Trenton, New Jersey 08625-0085

h) Deadline by which applications must be submitted:

Applications must be completed and filed **before 4:00 P.M. on Friday, January 12, 2018**. Facsimiles or electronic mail will not be accepted.

i) Date by which notices shall be mailed of approval or disapproval of applications:

All applicants will be notified in writing on or about January 26, 2018, whether or not their proposed project will be funded.

Please note that funding allocations and individual subaward amounts are subject to change. Subrecipients shall recognize and agree that both the initial provision of funding and the continuation of such funding under a grant agreement is expressly depending upon the availability to the Department of funds appropriated by the State or Federal legislature from State

and/or Federal revenue or such other funding sources as may be applicable. A failure of the Department to make any payment under a grant agreement or to observe and perform any condition on its part to be performed under a grant agreement as a result of the failure of the State or Federal legislature to appropriate funds shall not in any manner constitute a breach of a grant agreement by the Department or an event of default under a grant agreement and the Department shall not be held liable for any breach of a grant agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from the Department beyond the duration of the award period set forth in a grant agreement and in no event shall a grant agreement be construed as a commitment by the Department to expend funds beyond the termination date set in a grant agreement.