

Children's Advocacy Center Child Centered Services VOCA Initiative

Frequently Asked Questions

Last update 11/03/16

Who is eligible to apply for this grant?

Eligible applicants include affiliate, developing, and accredited Children's Advocacy Centers (CAC), as defined and designated by the National Children's Alliance (NCA). See pg. 8 of the application for definitions.

Does there have to be a lead agency or applicant?

OCVA preference is one lead applicant. If this is a barrier to applying for funds please contact Paul (paul.seabaugh@commerce.wa.gov) to discuss options.

How is an agency designated as a lead agency?

Community stakeholders should discuss which local agency would best provide the services funded by the grant and/or manage any subcontracted services, and develop a consensus regarding the appropriate lead agency. There is no "one size fits all" approach; however, service standard goals and activities should be considered when determining the communities' lead agency for this grant.

What types of agencies are eligible to apply?

Victim service programs operated by a public agency or a nonprofit, or a combination of such agencies, are eligible. Programs must be able to demonstrate a record of providing effective direct services.

There are additional VOCA requirements that impact eligibility, which are woven throughout the application. For example, the [volunteer requirements](#), [match](#), and [confidentiality mandates](#). OCVA intends to work closely with all applicants, especially organizations that do not currently grant with us, to ensure all of these requirements are clearly understood and met.

What is the grant period?

The grant period for this application is January 1, 2017 – June 30, 2018.

Does this funding cover the cost, or a portion of the cost, to fund someone to oversee the coordination of the CAC (MDT)?

Funds are available for supervision of the provision of the grant funded services under salaries and benefits. If a director or coordinator is not involved in supervision of direct services, then a portion of that position may be funded under the Administrative or Indirect budget of the grant. Please reference budget line items and guidance (see pg. 19 of the application). Finally, to the extent that a supervisor or non-supervising director is undertaking the role of MDT Coordinator, that service may be funded under salaries and benefits.

Can I fund a child advocate with this grant?

No, the CAC VOCA Initiative only provides funding for staff providing the following services: Forensic Interviews, MDT Coordination, Therapy, and Medical Social Work.

Community based advocates can be accessed via the local Community Sexual Assault Program (CSAP) and Crime Victim Service Center (CVSC). OCVA strongly encourages partnerships with these program.

Is funding available for equipment?

Yes. Funding is available for equipment that facilitates the delivery of direct services, for example video cameras and recorders for documenting and reviewing interviews with children. Please reference goods and services budget line items and guidance (see pg. 19 of the application).

Additional guidance is also available in the VOCA Rule – 28 CFR part 94, § 94.120 Allowable costs for activities supporting direct services and § 94.121 Allowable sub-recipient administrative costs.

Where can I find application attachments in Word format?

Follow this link: <http://www.commerce.wa.gov/serving-communities/crime-victims-public-safety/office-of-crime-victims-advocacy/ocva-grants-and-funding/>

What are the training requirements? (Initial and ongoing)

There are initial and ongoing training requirements for all service providers. These are detailed on the service standards, as well as in the application (see pg. 26 of the application).

These requirements only apply to service providers who are funded by this grant.

Are courthouse dogs (a.k.a. trained assistance dogs) allowable costs for activities supporting direct services?

Yes. Expenses for a courthouse dog are allowable if they are directly supporting the CAC services. OCVA needs detailed explanation of costs on the Goods and Services form as well as an allocation rationale.

If we don't have a volunteer, can we get a waiver?

Volunteer waivers are possible under the right circumstances; however, prior to granting a waiver I would want to talk further about the many ways the volunteer requirement can be met, as we find organizations are often able to meet the requirement.

There is a place in the application that talks about a Match, but I have not seen a form and it isn't included in the budget pages. How do applicants document their Match?

VOCA does require a 20% match (Tribal Governments are exempt). We did not include the requirement to document match with the application, as this is something we will address in our follow up and application review. Existing grantees may be able to meet the match requirement with the state funds that you currently receive for crime victim services, and OCVA can help to determine this. Applicants who are not existing grantees can meet match with state or local funds, as well as in-kind.

How do I go about applying for extra base funding for extra counties we are serving in the current application?

In order to be considered extra base funding, you must provide documentation supporting your assertion that your agency is providing services in adjacent counties. Typically, agencies formalize such agreements in a Memorandum of Understanding (MOU).

If you feel that OCVA does not have an accurate understanding of your service area, please email Paul as soon as possible (paul.seabaugh@commerce.wa.gov).

My agency does not employ or contract the Child Forensic Interviewers (CFI), but does provide interview support by recording the interviews, establishing evidence chain of custody, and working with the victims and their non-offending caregivers. Do I need to provide documentation in the grant for the CFI?

No.

Where can I find information about CAC models?

Children's Advocacy Centers of Washington State (CACWA), National Children's Alliance, and the National Children's Advocacy Center (NCAC) are good sources of information about CAC organization and protocols.

Is the time a Certified Forensic Interviewer (CFI) spends preparing to testify, or testifying in court an expense covered by this funding?

Yes. The Forensic Interview service standard lists "respond to subpoenas and testify when requested" as an included Forensic Interview activity, and is therefore a covered expense under this grant.

OCVA is looking at revising the standard language to make this clearer.

Would it be possible to get a sample Project Narrative for this RFP?

OCVA does not have a sample narrative to distribute because this is a new grant application. Focus on the four bulleted areas of information that OCVA is soliciting: description of proposed services, qualifications for providing the services, rationale for prioritizing services, and plan to address anticipated service barriers. Also, remember that there is a two page limit.

The VOCA Rule includes updated confidentiality requirements, how does this impact my CAC?

In general, CACs must protect the confidentiality and privacy of persons receiving services under this program. CAC personnel may not release any information collected in connection with VOCA-funded services without the written consent of the person whose information is sought.

Grantees may share:¹

- nonpersonally identifying aggregate data,
- court, law enforcement and prosecution generated information necessary for those purposes, and
- information compelled to be disclosed by statutory or lawful court mandate

For the full text of the VOCA Rule regarding confidentiality see 28 CFR §94.115.

OCVA has additional resources on confidentiality considerations, and we strongly recommend connecting with the [Washington Coalition of Sexual Assault Programs](#) and the [Children's Advocacy Centers of Washington](#) for support and technical assistance.

¹ From the NNEDV and Confidentiality Institute Document *Privacy in HIPAA, VAWA, FVPSA & VOCA: Different Laws, Different Purposes* http://www.communitysolutionsva.org/files/HIPAA_v._VAWA_FVPSA_VOCA_chart.2016.pdf