**VICTIMS OF CRIME ACT (VOCA)**

**2020 MULTI-VICTIMIZATION**

**FREQUENTLY ASKED QUESTIONS**

**REVISED October 02, 2020:**

Q.Please define the criteria and documentation required by ICJIA to determine that a client is a victim eligible for this service.

A. Thank you, the criteria for determination of a victim of crime is anyone who self presents as victimized by an activity established by state statute as a crime in the State of Illinois. No documentation is necessary to establish victimization.

Q. In Section Agency Capacity and Experience, Question #2: If applicant currently receives VOCA funding, discuss how the proposed program compliments and does not duplicate existing funding. As a current recipient of VOCA funds, would like clarification on this question. Our current VOCA funding ends November 30, 2020 and the new VOCA Multi Victimization funding would begin after that. Please clarify what you mean by “not duplicating existing funding” since there will not be any actual overlap between program years?

A. Since your current program will not overlap with the period of performance for this program you do not need to address duplication of services, you should explain how these funds will be used to replace other funding.

Q. Is there any specific increase in metrics over the first 3 years you are seeking from current VOCA grantees?

A. NO

Q. How many pages can the program narrative be - 30 or 35?

“Program Narratives may not exceed 35 pages” from Victims of Crime Act Multi-Victimization Program Narrative p. 1.

“Program Narratives may not exceed 30 pages” from NOFO page 23.

A. The maximum number of pages for the Program Narrative is 35, including instructions and charts

Q. Can an agency submit more than one application if the applications cover different geographical locations and the applications are listed under different FEINs?

A. YES

Q. Can an agency submit an application in track 1 as the primary and then be listed as a Track 2 secondary partner in a separate application?

A. YES

Q. Can an agency be listed as a track 2 secondary partner on more than one application?

A. YES, but narrative will need to define positions and activities distinguished between the different programs.

Q. Regarding the “c. Individual Counseling” section of the required Core Direct Services, must the counseling be provided by a licensed clinician in order to fulfill this requirement?

A. (Revised 9/25/20) (Previous Answer: Yes, counseling services must be provided by a licensed clinician, was misleading).

Individual Counseling services do not need a licensed clinician, but the counselor must meet professional standards for their profession. Under 94.119 of the VOCA final rule it states that mental health counseling and care must be provided by a person who meets professional standards to provide these services in the jurisdiction in which the care is administered.

The NOFO states regarding counseling, "Individual Counseling: Refers to in-person emotional support and guidance and counseling provided by advocates, counselors, or mental health professionals." Further the NOFO states, "Mental health services: Mental health counseling and care such as outpatient therapy/counseling and substance-use disorder treatment directly related to the victimization, must be provided by a person who meets the professional standards to provide these services in Illinois. This can include, but is not limited to, a licensed clinical social worker (LCSW), a licensed professional counselor (LPC), a certified alcohol and other drug abuse counselor (CADC), or a licensed clinical psychologist. Clinical staff hold master’s degrees and have a clinical license (Clinical Psychologist, LCPC, LCSW, LMFT) or are engaged in supervised practice to meet the requirements of clinical licensure."

Q. We are interested in this opportunity as a member of a community-based collaborative where multiple organizations would contribute to fulfill the Core Direct Services. Can a single award fund more than two agencies, i.e. through subawards, to fulfill parts of the mandatory services? A. No, only ONE Subaward allowed per application.

Q.We want to clarify if the budget threshold of a minimum of $100,000 and the maximum of $1,000,000 is for a one year budget that is then renewable or is that for the entire three-year cycle?

A. The Budget and Budget Narrative must be for a minimum of $100,000 and a maximum of $1,000,000 for one year. Continued funding is dependent on availability of funding and the progress of the program during the first year.

Q. Does the Uniform Application for Grant Assistance require a wet signature or will you accepted documents signed electronically via DocuSign?

A. The Uniform Application for Grant Assistance can have an electronic signature.

Q.Cost-share: Can an application use multiple strategies to achieve the 20% cost share? For instance, can we use in-kind, leverage other funder commitment to the program, and use volunteer time?

A. YES, you can use any allocation of Cash or In Kind match, but you cannot use other Federal funds as Match.

Q.Billing: If funded, are activities billed and reimbursed by ICJIA or is the grant given in payments?

A. Grant payments are made from Quarterly, or Monthly ifpreferred, Fiscal Reports submitted to ICJIA. Vouchers are for activities taken place in the previous period, or inarrears.

Q. It appears that the Metrics Table is included twice in the Program Narrative form. Is there a difference between these two that I am missing?

A. They are duplicated Objectives and Performance Measures. Only fill in once, on the top of the chart. Revised 9/25/20 The second set or duplicate set of Objectives and Performance Measures were meant to be separated, one for the Primary Agency and a second set for the Secondary Agency. Please use the second set, which is still titled for Primary Agency Only, as the Objectives for the Secondary Agency.

Q. May we delete the duplication of the performance chart, i.e. only include the relevant chart in our 35 pages?

A.Do not delete the duplicate Objectives and Performance Measures in the chart. We will add on a page for the maximum number of pages of the submission. They are duplicated Objectives and Performance Measures. Only fill in once, on the top of the chart. Revised 9/25/20 The second set or duplicate set of Objectives and Performance Measures were meant to be separated, one for the Primary Agency and a second set for the Secondary Agency. Please use the second set, which is still titled for Primary Agency Only, as the Objectives for the Secondary Agency.

Q.The Multi-Victimization Program Narrative requires applicants to choose one additional direct service in section “f.”(see below) Our agency does not provide clinical care; we refer these clients to other professional agencies. But we do provide emotional support, grief group support, and peer support groups. Will providing these services fulfill this requirement?

f)     Check the additional direct service(s) proposed for adult victims. Applicants must select at least one.

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| ☐Therapy/Mental Health |
| ☐Substance Use Disorder Counseling Group Support |

1. Question f in the Program Narrative is not correct.

As per the NOFO under Program Design on page 10:

**Additional Services to Consider for Program Design (OPTIONAL):**

Additional direct services agencies may consider offering include:

* 1. Therapy\*. Refers to intensive professional psychological/psychiatric treatment, including evaluation of mental health needs, through evidence-informed, developmentally-appropriate individual, family or group therapy that addresses the impact of the victimization. Therapy should be trauma focused where available and provided by licensed professionals.
  2. Substance Use Disorder Counseling\*:Refers to out-patient treatment for alcohol and drug use disorder directly related to the victimization. Treatment must be provided at a licensed treatment facility and/or by a licensed or certified professional.
  3. Group Support: Refers to the coordination and provision of support group activities including self-help, peer, and social support. The group activities can also include skill building development to address physical, psychological and interpersonal impacts of victimization. These services must be provided by the applicant agency.

These services are OPTIONAL. Sorry for the confusion.

Q.Should I add group support in the narrative since we will choose that as additional services?

A. Yes, that response should be included in Question h and i. For some reason Group Support was collapsed into the question about Substance Use Disorder.

Q. Regarding objectives Emergency Financial and Relocation Assistance, how are they distinguished from Economic Assistance?  Would we need to be providing the financial assistance directly, or linking clients to emergency and relocation assistance?

A. That would depend on the Applicant applying under Track I or Track II. Track I applicants are providing, and reporting data for, all services indicated. Track II applicants can provide the services themselves or through a Partner Agency. Economic Assistance is described as (e.g., help creating a budget, repairing credit, providing financial education). Emergency Financial assistance is use of grant funds during an emergency, which is defined as when there is an immediate health and safety risk to the crime victim, and there is no immediate access to emergency services from another source available."

Q. Please clarify how you are counting multi-victimizations. For example, a husband hits his wife 6 times over a course of 4 months - does this count as 1 victimization or 6?

A. If he abuses her 6 times and then she is robbed on the street, is this 7 victimizations or 2? The number of times an abuse or incident occurred is not relevant, if he hit her once or six times she is a victim of domestic abuse. If she was then a victim of assault on the street be a stranger, she is a victim of assault and/or robbery. These are two different victimizations that this program should be able to provide services to the person.

Q. In the NOFO, three core services are identified: Case Management, Crisis Intervention, and Individual Counseling. The program narrative includes sections to describe crisis intervention services (question b, p.6) and case management services (question c, p. 6) but does not include a section to describe counseling services. Where should counseling services be described?

A. You may include your description of your Individual Counseling services under either of the other mandatory services and they will all be reviewed and scored.

Q. If applying to the Victims of Crime Act Multi-Victimization Program as a Track 2 applicant, can the secondary partner be a for-profit counseling center?

A. No, under OVC rules only Not for Profits and Governmental Units may received awards, including subawards.

Q. Please clarify the budget process when utilizing a partner agency in Track 2. Does the primary agency include the full subaward amount as one line item in Section C6, while the partner agency also needs to complete the ICJIA Uniform Budget Template, and submit both budgets with the application?

A. Only one budget/budget narrative should be submitted and in the case of Track II applications both primary and secondary partner cost should be listed. You should indicate which agency will incur the cost in the Narrative.

Q. Do we need to include every objective listed in the NOFO, or can we just select the ones most appropriate for our program? If so, is there a minimum number of objectives that we must select?

A. You should select the objectives that relate to the program described in you proposal. These is not a minimum number of objectives but you must include objectives for the mandatory services listed in the NOFO. Please note, there was an error in the Program Narrative and duplicate set of Objectives/Performance Metrics were included. You need only complete one set of Performance Metrics.

Q. The webinar states the application narrative responses must be double spaced but the instructions do not say that.  Please advise which is correct.

A. Sorry for the confusion. The Program Narrative must be a maximum of 35 pages single spaced, Time New Roman 12 font.

Q. In the NOFO, there are objectives and performance measures for the primary agency only (p. 12-15), by a partner organization only (p. 15-17), and by both (p.17). However, in the program narrative document, it appears that the chart is duplicated for the primary agency only and does not include any objectives for the partner agency

A. They are duplicated Objectives and Performance Measures. The second set or duplicate set of Objectives and Performance Measures were meant to be separated, one for the Primary Agency and a second set for the Secondary Agency. Please use the second set, which is still titled for Primary Agency Only, as the Objectives for the Secondary Agency.

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