

2023 DFA-IGS Request for Proposals

Frequently Asked Questions

1. What is the VOCA limit on the number of Federal Hours for Executive Directors?

Answer: VOCA will pay up to 10 Federal Hours for Executive Directors who provide direct victim services.

2. Considering victims who need mental health medication; what type of medications will VOCA reimburse?

Answer: Prescription medications are not allowable expenses. Over-the-counter medications are allowable expenses. This office strongly encourages organizations to collaborate with local pharmacies for emergency doses of prescribed medication, law enforcement to accompany victims to retrieve medications from their homes, assist victims in replacing medications through their current insurance company, or assist victims with Medicaid applications.

3. Are gift cards an allowable expense?

Answer: Gift cards are allowable. Organizations who wish to be reimbursed for gift cards must state their purpose, process, and policy regarding gift cards in the grant application. Gift cards must be kept in a secure location. A checks and balance policy for distribution must be in place. Distribution and reimbursement of gift cards must be tied to a client file number.

4. Will out-of-state travel for victim advocacy be allowed for a case that remains in an Arkansas county's jurisdiction?

Answer: Yes, travel will be an allowable expense for project staff members and/or project volunteers advocating for a victim whose case remains under Arkansas jurisdiction. When making the monthly reimbursement request, please notify your Grants Analyst of the nature of out-of-state travel.

5. Should Audit Cost fall under Professional Services?

Answer: No. Audit Costs should be a line item under OTHER EXPENSES. PROFESSIONAL SERVICES are contract services for clients/victims.

6. Does FVPSA–Family Violence Prevention Services Act have an award cap?

Answer: No; FVPSA does not have an award cap.

7. Will organizations be able to apply for all three funding sources (FVPSA, VOCA, & STOP/VAWA)?

Answer: Yes

8. Should an organization’s SAM.gov registration be available for public viewing?

Answer: Yes. The VJA – IGS office must be able to verify your registration with SAM through a public search of www.sam.gov.

9. When will organizations be notified of any awards?

Answer: Applicants will be notified between July 31 and September 15, 2023.

10. How do you remove active IGS Authorized Users who are no longer with an organization?

Answer: Contact your Grants Analyst and let them know who needs to be removed from access and further IGS email notices.

11. When will the new SUI of 3% on the first \$7,000 of salary take effect?

Answer: October 1, 2023.

12. How do we budget for salary raises?

Answer: Enter the anticipated salary increases in the IGS Connect Application Budget. Notify your Grants Analyst when the salary increase will take place.

13. What is the maximum amount of VOCA funds that can be requested?

Answer: \$300,000.00

14. Are we allowed to add back staff positions and other line items that were cut from previous budgets?

Answer: Yes. This is a new application.

15. Will our office honor the Arkansas state mileage rate of 52 cents/mile?

Answer: We will reimburse subgrantees at 42 cents/mile as stated in the RFP.

16. Are forensic collection and lab fees allowable expenses under VOCA?

Answer: VOCA does not fund medical care. VOCA will fund a staff position that provides SANE services.

17. Should Match be included in our VOCA Budget in the 2023-2024 application?

Answer: No

18. Are Exec Directors allowed to participate in fundraising?

Answer: No Federal dollars can be used for fundraising efforts. If a position is partially funded by Federal dollars; fundraising can take place during the hours that are compensated by non-federal dollars.

19. Is there an FVPSA match waiver for Victim Services Provision?

Answer: No. This provision applies to STOP/VAWA grants.

20. Should our application leave the budget cuts to the IGS office?

Answer: The max amount an organization can apply for is \$300,000. Budget application decisions should be made by the organization.

21. Will there be an application by an organization who will not receive VOCA funds?

Answer: The IGS VJA office has 8 million VOCA dollars to award.

22. Does this application/award process differ from previous years?

Answer: No. The process is the same; the application Rubric is new.

23. How many grants are currently VOCA grants?

Answer: Approximately 90% are VOCA grants.

24. What is the maximum amount that can be requested for Professional Contract Services?

Answer: \$62/ hour

25. Is audit cost allowable under VOCA?

Answer: Yes, a prorated share of the organization's audit cost are allowable under VOCA

26. Where is the Rubric located?

Answer: The Rubric is located on the last two pages of each RFP.

27. When does the "Review Process" begin and end?

Answer: May 29- June 30. Please review the "Important Dates & Deadlines" page in each RFP.

28. Can a line item in Maintenance & Operations total more than \$5,000?

Answer: Yes, the total line item can be more than \$5,000. Individual items purchased within this line item can not be more than \$5,000. Single items that cost more than \$5,000 are considered equipment and must be listed as a line item under the Other Expenses section in the budget.

29. Define "community partner"?

Answer: A community partner contributes to more comprehensive and better services to victims within a community. Examples: law enforcement, DCFS, State Coalitions, other non-profits with complimentary goals to your organization.