



ILLINOIS
CRIMINAL JUSTICE
INFORMATION AUTHORITY

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Victims of Crime Act (VOCA) Law Enforcement/Prosecution-Based Victim Assistance
NOFO # 1745-10232

REVISIONS

1. Please NOTE the revision to the NOFO instructions listed on page 3, line 15.
Restrictions on Indirect Costs:

15.	Indirect Costs Allowed	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Restrictions on Indirect Costs	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Update: There are no restrictions on indirect costs related to this NOFO. The Restrictions on Indirect Costs line 15 was checked “Yes” in error on page 3 of the NOFO instructions. This should be marked “No”, to indicate no restrictions on indirect costs.

2. Please NOTE the revision to the NOFO instructions listed on page 18, under section 6g: Funding Restrictions, concerning Supplanting:

“Supplanting. Supplanting is to deliberately reduce state or local funds because of the existence of federal funds. ~~Supplanting rules do not apply to not-for-profit agencies.~~”

Update: In 2022 the Department of Justice updated the DOJ financial guide with new supplanting guidance. The language now reads:

Recipients that receive awards under programs that prohibit supplanting by law must ensure that federal funds do not supplant funds that have been budgeted for the same purpose through non-federal sources.

Consequently, all grantees, whether public, private or non-profit, that receive program funding subject to a supplanting prohibition *must only* use the funds to supplement and not supplant existing funding. This supersedes any prior guidance from ICJIA regarding supplanting.

RESPONSE TO APPLICANT QUESTIONS

Day posted: November 9, 2023

Question

The application states that "Services funded under this funding opportunity must be located within the offices of a law enforcement agency or state's attorney's office." Our agency is in a unique position where the County State's Attorney's Office (West Side Justice Center) is located in our agency's main campus. They are provided with an office space on the third floor of our building. If we were to apply, our advocate would be in our own building via the State's Attorney coworking space. Would this meet the requirements for eligibility? Or would our agency advocate need to be located in a "stand alone" State's Attorney's office that is apart from our agency?

Response

The described situation would meet the requirement since the proposed program will operate in the state's attorney's office. The program would not need to be located in another, "stand alone" office.

A draft Memorandum of Understanding (MOU) between the applicant agency and the law enforcement agency or state's attorney's office with which they will collaborate must be submitted with the application. The MOU should detail agency collaboration, proposed services, program location, and designated liaisons in both agencies who will coordinate program implementation and ensure program objectives are met.

Question

In addition to the MOU's, the NOFO mentions Letters of Support. Who would these letters be required from? Every organization that we are referring to? Direct partners? Some more clarity on this requirement would be helpful.

Response

Letters of support should be provided from victim services providers the applicant will partner with for the proposed program, including referral partners.

Questions & Response

I'm a little confused on the discussion of match. The performance period is going to be 1/1/24 – 12/31/24, with a possibility of a second year of funding. The instructions say that no match is required for the first year of the performance, but would for the second year. I have three questions:

- Does this mean that I do NOT have to calculate match when completing the budget for this initial period of 1/1/24 – 12/31/24? It seems so, but I want to be absolutely sure.

Response *No match is required for grants covering the first year of the period of performance, January 1, 2024, to December 31, 2024. Matching funds will be required for grants covering the second year period of performance.*

- If the answer to the first question is yes, then if we seek funding for a second year and we DO need to include match, are the salaries/fringe of other non-program funded victim assistance staff allowed to use as in-kind?

Response *In-kind match includes volunteered professional or personal services, office materials and equipment, workspace and facilities, and non-program funded victim assistance activities.*

- Is there a preferred budget template that we should use or can we just use the budget form from our existing grant and update dates/amounts?

Response *Applicants should complete the budget and budget narrative for the proposed program in the AmpliFund grants management system. All expenses must be reasonable, necessary, and allocable to the program.*

Question

There is a place for an attachment for every line item added to the proposed budget. Is an attachment required for each item added to the budget? For example, do you need documented cost of each proposed supply listed, etc?

Response

An attachment is not required for each line item of the proposed budget.

Question

The prompts under the heading do not necessarily line up with the questions on the page. For example, under Program Narrative - Project Implementation 18 Points the prompt states:

1. *Crisis Intervention: This refers to victim de-escalation, emotional support, and guidance provided by advocates. This may occur at the scene of a crime, immediately after a crime, or on an ongoing basis.*
2. *Case Management: This refers to assisting victim(s) in identifying and achieving their needs and goals, and includes, at a minimum:*
 - *Assessment and development of a service plan to facilitate a client's progress.*
 - *Information and referral to needed services.*
 - *Advocacy that includes one or more of the following:*
 - *Assisting victims in securing rights and services from other agencies.*
 - *Writing a victim impact statement, completing victim compensation paperwork, or obtaining criminal or civil protection orders.*
 - *Intervening with employers, creditors, and others on behalf of a victim.*
 - *Assisting in filing for losses covered by public and private insurance programs.*
 - *Accompanying victims to the hospital, and other activities.*
 - *Ongoing emotional support.*

However, none of the questions (that equal up to 18 points) have much, if anything to do with the above. The questions are about staffing, history providing services, fiscal experience, etc.

Please advise if we are to respond to each question, or respond to the prompt under the heading.

Response

Applicants should respond to questions. As described in the NOFO, reviewers will score applications based on completeness, clear and detailed responses to program narrative questions, and inclusion of all mandatory program elements as well as past performance history and/or financial standing with ICJIA.

Applicants should respond to questions; the descriptions provided are material pasted directly from the Notice of Funding Opportunity for applicants' information, however responses to the questions are what will be reviewed and scored.

Applicants can download the NOFO packet in PDF format from the ICJIA website to see the questions and NOFO separately. I apologize for the confusion this has caused.

Day posted: November 3, 2023

There were no questions for week 4: Saturday, October 28, 2023 through Friday, November 3, 2023.

Day posted: October 27, 2023

Question

Would you please state the indirect cost restrictions? We were unable to locate them in the NOFO. Thank you for your time and attention.

Response

There are no restrictions on indirect costs related to this NOFO. The Restrictions on Indirect Costs line 15 was checked "Yes" in error on page 3 of the NOFO instructions. This should be marked "No", to indicate no restrictions on indirect costs.

As detailed in Section C3 on page 15 of the NOFO, in order to charge indirect costs to a grant, the applicant organization must either have an annually negotiated indirect cost rate agreement (NICRA) or elect to use a standard de minimis rate. If you plan to include indirect costs in your budget, please select your indirect cost rate through the GATA Grantee portal prior to submitting your grant documents to ICJIA.

Question

I am unable to make an account in Amplifund. I have attached a screenshot of what messages I continue to receive. Do you know who I should contact?

Response

Applicants must have an [Illinois.gov public account](#) and association with the applying organization via the GATA Grantee Portal. ICJIA encourages all applicants to watch the 3–5-minute videos on our website in the [Videos and Resources](#) section. There are three videos that can help in this process.

[Creating a GATA Grantee User Account](#)

[Register in AmpliFund](#)

[Complete the application in AmpliFund](#)

Question

I am writing to request an electronic version of the Application Package for the 2024 VOCA Grant Submission.

Response

Please see the attached copy of the NOFO package. Please note that application materials must be submitted via AmpliFund; proposals will not be accepted by email, mail, fax, or in person as detailed in the NOFO, page 16 sections D2 and D4.

Day posted: October 20, 2023

Question

I am seeking some clarification on the following grant opportunity: Victims of Crime Act (VOCA) Law Enforcement/Prosecution-Based Victim Assistance Notice of Funding Opportunity (NOFO #1745-10232). Is the grant limit for the organization as a whole or can we apply per community-based location/program. Thank you in advance for your response.

Response

The funding range per application as listed on Page 13 of the NOFO Instructions is \$50,000 to \$500,000 per application. As to number of applications submitted per agency, especially for nonprofits please see below:

Listed on Page 14 of the NOFO Instructions under Section C, Eligibility it states:

Victim service agencies may apply to provide services within a law enforcement agency or state's attorney's office but must submit a **draft Memorandum of Understanding** between the applicant agency and the law enforcement agency or state's attorney's office that details agency collaboration, proposed services, program location, and designated liaisons in both agencies who will coordinate program implementation and ensure program objectives are met. An MOU must be submitted to ICJIA for review prior to execution of the grant agreement.

Day posted: October 13, 2023

There were no questions for week 1: Wednesday, October 11, 2023, through Friday, October 13, 2023.

NOFO posted: October 11, 2023

Last day for question submission is Thursday, November 9, 2023.

Completed applications must be submitted via the [AmpliFund](#) system by 5:00 p.m. CST, November 15, 2023.