

Council on Domestic Violence and Sexual Assault  
Department of Public Safety

Community-based Victim Services Grant Program FY19-FY21

**PRE-PROPOSAL TELECONFERENCE, Tuesday, April 17, 10:00 a.m.**

The following list of RFP Questions and Answers is a combination of questions CDVSA has received in written form and those received during the April 17 pre-proposal teleconference. This listing represents all questions we have received through April 20, 2018. Please note the questions are written in black and the answers are written in red. If, after reviewing the Q & A's below there are additional questions, please send those questions in writing to [angela.wells@alaska.gov](mailto:angela.wells@alaska.gov).

**Questions & Answers:**

1. On page 14 of the grant announcement (regarding match), it states: "Federal funds may not be used to meet the match for federal dollars and state funds may not be used to meet the match for state dollars." Are BIA 638 contract funds exempted from that statement? If the project director of the proposed project is funded from BIA 638 contract funds, can the portion of her time dedicated to managing the proposed project be used as in-kind match?

As indicated, on page 14 of the RFP it states that "Federal funds may not be used to meet the match for federal dollars and state funds may not be used to meet the match for state dollars." This applies to all federal and state funding sources.

Please review paragraph 1 of Section 1.11 Required Match, where it indicates that, until after applications are approved for award, "the exact funding sources and amounts of funding per source for each applicant" are not known. And, "Successful applicants will be funded from State of Alaska general funds, federal funds, and/or a combination of both." If approved for funding and a portion of your funding is from State general funds, these dollars can be matched with BIA contract funds; any portion of funding received from federal sources could not be matched with BIA contract funds. Until the funding decisions are made, we are unable to determine the specific percentage of match required and how much funding is State funding and how much is federal funding. In that same section/paragraph it states that "In most cases, the final required match will be less than 25%."

As stated on page 1 of Attachment C, Budget Overview/Narrative Guidelines, (Overview item #7) "Successful applicants will provide a final budget overview and narrative to the Council during the grant award notification process. Only costs approved by the Council will be reflected in the final grant award notification." The final budget will reflect your approved amount of funding, the required match amount, and which types of funding (State or Federal) you will receive. At that time, you can determine what specific match amounts can be from federal dollars, state dollars or other.

2. Several months ago, we talked about potential funding for the Mat-Su SART Program. You mentioned there would be some potential SART funding coming out in the spring. Is the grant

you were referring to or is there another one coming out? Can I include SART funding in the VS grant?

Regarding funding eligibility for Sexual Assault Response Teams (SART) as part of the recently released FY19-FY21 Community-based Victim Services grant RFP, the short answer is no. While some of our federal funding sources (such as VOCA) do allow funding specifically for SART-type programming, we have intentionally not included those services in RFP Section 1.10 Sources of Funding for this Solicitation (see pages 8-13 of the RFP). While some aspects of a SART's work can be included in your comprehensive victim services programming (such as the role of an Advocate working with your local SART), specific SART funding is not the intent of this RFP.

It is the intent of CDVSA, in the future, to make specific VOCA funding available for such services through a separate RFP, using only VOCA funds and not a mixture of federal and state funding.

Is the new RFP you speak of available for FY19?

No decision has currently been made regarding the development and release of a second CDVSA Request for Proposals (RFP). If it is released in FY19, it will be later in the year and most likely not until FY2020.

3. Is the current grantee's application due on May 1 or May 11? The Instructions for Completing and Submitting Application Packet, page 3 say May 1, and page 4 for says May 11.

The deadline for current grantee's application is May 11 as stated on page 4 of the Application Packet Instructions and page 15 in the RFP; the May 1 date on page 3 of the Application Packet Instructions is the deadline for inquiries regarding the RFP and application process. After May 1, we will no longer be able to respond to inquiries and questions regarding the RFP and its attachments.

The most complete listing of dates and deadlines is on page 15 of the RFP.

4. I am asking for clarification on the RFP released this morning. I will share your response with the 13 Child Advocacy Centers in the state. It is not clear to me whether your RFP covers services provided by Child Advocacy Centers (CACs) that are funded by VOCA funds in other states (at least 42 states provide VOCA funds to CACs). Those CAC services include Advocacy (in most cases working with the caregiver), forensic interviews, medical exams, and case coordination. I know these services are allowed by DOJ, I'm just not sure if they are allowed in this RFP.

In response to the question regarding funding eligibility for Child Advocacy Centers (CAC) as part of the recently released FY19-FY21 Community-based Victim Services grant RFP, the short answer is no. While VOCA rules do allow for funding to be directed to child advocacy center services, we have intentionally not included those services in VOCA allowable activities/costs (RFP Section 1.10 Sources of Funding for this Solicitation) as listed on page 10-12 of the RFP. This RFP will not fund, in most cases, services for child victims, who are not identified as a dependent child of an adult victim of domestic violence and/or sexual assault. Nor will this RFP fund specific sexual assault forensic interviews, medical exams or case coordination.

It is the intent of CDVSA, in the future, to make specific VOCA funds available for such services through a separate RFP, using only VOCA funds and not a mixture of federal and state funding.

5. Do you want current resumes from all staff working on the CDVSA grant or just management? Same goes for job descriptions.

Regarding your inquiry about the requirement for resumes and job descriptions; you can find the information you are requesting on Page 16 of the RFP, Section 2.02 Program Staffing Experience.

6. I have only started reading the first attachment in the link and I have a question. I've cut and pasted the following from the first attachment (Instructions): "Once you have thoroughly read the RFP, please read these instructions for completing and submitting your Application Packet with equal thoroughness." Does "the RFP" refer to all the attachments combined? There is a list above the attachments with the first item being "CDVSA Victims Services RFP" but it is not a link.

The RFP is the 7th attachment, titled "CDVSA Victim Services RFP FY19-21.pdf".

7. What is the call-in number for tomorrow's Pre-Proposal teleconference?

This information is in the RFP, page 15 under 1.15 Solicitation Timeline and Proposal Deadline. It is also listed on the CDVSA webpage under Public Notices.

8. Can you clarify if on the Other Agency Grant Funds form you are looking just for the other funds that fund the type of work we are applying for, or are you looking for all the funds that our agency receives in?

We are looking for all the funds that your agency receives. We realize that for some agencies that can be many sources and that is what we are asking, as best you can provide—a complete overview of all potential FY19 funding, giving us information about the capacity of your agency.

9. Do you want us to put in (the Other Agency Grant Funds form) what we might have applied for in FY19 but haven't heard back yet?

Yes. On the fillable form, there is a drop-down box that says "has the funding been approved" and you can respond "yes" if the funding is secured or "no" if the funds have been applied for but not yet received/approved.

10. On the grant application face page, on top of the DUNS number, you request us to go (to SAM.gov) and check the webpage (for agency eligibility to receive funding) and I am getting an error. I used Safari and it said, "cannot open this page"

We have checked the hyper-link on the Face Page document and it is working. It could be your system, and if you continue to receive error messages please call the Federal Helpdesk at 866-606-8220.

11. The link worked, and I was able to get into the questions, but when I started to fill out the form, and save the form to work on it later, I got back into the form all of my work had disappeared (forms from the RFP - not the SAM link)  
(2.) Are there particular instructions on how to do that (there is a possibility that I may have done that wrong)?

This form was created to be able to type into it, save it and return later to resume work. This does require you to copy the form and save it on your computer (the desktop or other hard drive or thumb

drive) as you save other documents. Once you save it onto your computer's system, open the document and type a few lines of narrative, save it and then re-open it. The information you typed into the document should be saved and available for continued work. Remember to SAVE often and always SAVE before closing the program for the day. Do not type into the document directly opened from the Public Notices site – you must first save the document onto your computer. If for some reason this does not work, it may be an issue with your own computer's version of Adobe. As a safety measure, you may want to type your work into a Word document that you can cut and paste into the form later (this should not be necessary, but may reduce concerns). If anyone continues to have difficulty with the document not saving work after you have saved it onto your computers system, please contact [angela.wells@alaska.gov](mailto:angela.wells@alaska.gov).

12. When you were describing the documentation required for in-kind work/labor from different people, and wanting that to be documented with hours and description, do you all have a timesheet or a form that you are offering to show what this would look like? (2) And then we need to make sure that we designate which of the federal funds that is going towards? It would be like, someone receives VOCA funds they need to say this is 4 hours that this volunteer has given, and this is the cost of the activity that they did and is allowable under VOCA funding?

We recommend you use your agency timesheet that you currently use for your staff. Or you may want to develop a modified one—use a form that works for your agency. All staff, both paid and non-paid, personnel activity needs to be tracked by hours, dates, and which program and funding source it is associated with. Timesheets for both paid and volunteer staff must be signed and dated by the staff/volunteer and the supervisor. (2) Yes, correct

13. Do you want copies of all our Memorandums of Agreement/Understanding?

We are asking for all MOAs with your key partners who you are collaborating with to assistance in your work related to the CDVSA funded activities. We expect MOAs to be active, current and specific to the services you are applying for that will be paid with CDVSA funding.

14. We have a memorandum of agreement that is in process with Sitka Tribe and includes other community partners, the timing of that will not reach the Tribal Council in time for this grant application, but our contract will be signed in time. Do you want us to send the unsigned MOA along with the signed contract?

Yes, send the unsigned MOA along with the signed contract.

15. Volunteers and meeting our match; we do not have a volunteer coordinator, we have arrangements with our Tribe, for instance, they come and teach a healthy families class at TWC once a week that our residents are invited to. Would that count as volunteer hours?

Yes, if the instructors are being paid by someone else, it would be like an employee of another agency coming and volunteering, doing it on their paid worktime. It can be used as match, but it still needs to be documented. If they are doing the same task every week, you could do a timesheet that says 10 weeks of "X" class, for so many hours, and then every week have them sign that they completed the class.

16. Could something like the above fall under in-kind services, instead of training? Under contract training?

Sometimes if we have someone just come and repair a boiler, for free, it just goes under in-kind services. We don't have them do a timesheet; they just put down what they would have charged us. We haven't had a lot of volunteer maintenance, but am thinking if somebody did come and fix one of the beds and tell us how much they would have charged us/but charge us 0, then that would go to our in-kind receipts. I wouldn't need a timesheet just a receipt.

Yes, that kind of service, where someone is being paid by another agency and coming and doing work for you, is volunteer work for your agency--you are receiving a service for no payment. You may assign that work as a match under volunteer personnel time or as volunteer time to match your training hours. Be consistent in how you categorize these types of activities.

Regarding maintenance work, if someone comes and does boiler work, that may not an allowable expense under our federal grants but it could be part of your indirect costs or direct overall agency repair, matching your state GF grant dollars as maintenance work. And, correct, you will need a receipt, not a timesheet.

17. If I send staff to an ANDVSA training in Anchorage, is that also considered an in-kind donation that could be on the line item for training?

Because ANDVSA is a membership agency, you get training as a benefit of your paid membership. That would not be considered as in-kind. If another agency, that you don't have a paid membership relationship with, said we will come and provide your staff with 5 hours of training on trauma informed care, that could be considered volunteer training.

18. Going back to the statement regarding all funds and the fillable form, you noted you want to know all other funds to understand the capacity of the agency. So, that includes contracts and non-grant funding? Diversified funding to receive an income from rent from owning a building for example.

Certainly, the examples you give are part of your financial capacity, but the Other Funds form is specifically for major funding sources; for instance, it could be another state grant, federal grant, United Way or a city grant, Foundation grant-- significant amounts of funding, and often for specific projects or activities. We do not want every fundraiser or rent that you receive. It's those major funding sources that are ongoing that contribute to your ability to be a sustainable organization and your ability to diversify your funding base.

19. We don't have to include our fundraising activities?

No, not on the Other Funds Fillable form.

20. If I have 30 employees, and 20 of them are being funded by this grant, do you want to see all 30? Or just the 20 that I am requesting funding for?

We just want the ones that you are requesting CDVSA funding to pay for or to use as agency match for CDVSA funds.

21. On the job descriptions, if we have a legal advocate, a child advocate, a youth outreach advocate, a direct service advocate, you want one for each of those? Because they are slightly different.

Yes, if they are different job descriptions for a different job type, tasks and activities, we want a copy of each of those job descriptions. If you have one job type that you have 10 people working under, and they are all using the same position description, we only want one. We do not want 10 of the same thing.

22. Can you share an idea of where we might get our rates for volunteers? For our in-kind.

There are some national websites that are specifically geared for this, looking at volunteer time, how you do calculations. One example is from The Chronicle of Philanthropy, [Time is Money: How to Measure the Value of Volunteers](https://www.philanthropy.com/article/Time-Is-Money-How-to-Measure-the-Value-of-Volunteers) at: <https://www.philanthropy.com/article/Time-Is-Money-How-to-Measure/195889>

We also want you to be sure and include any cost differential for your region. So, if you are in a region where there is a 2% over cost differential for your community and a national document says you are doing a task for "X" number of dollars per hour, we want it to be comparable in your community to what that person would be paid for the same service. Some of these jobs, especially on a national website might be lower, but we know that in certain community's salaries and cost of living are higher. Make sure as you are documenting this information on your narrative, and indicate that you have used the cost differential. Please see [Alaska Geographic Differential Study](http://doa.alaska.gov/dop/gds/home.html), completed by the McDowell Group for the Alaska Department of Administration at: <http://doa.alaska.gov/dop/gds/home.html>.

23. Question 1 "Describing the causal conditions in your community", we do not have any up-to-date data, is there an issue with using the data we have to support our description?

Yes, use what you have, even if it is outdated, if you are unable to acquire new data. You can also use what we would call "common sense" information that you have and know about your community. If the last report that you have with documented information was completed prior to significant events in your community that have changed the landscape, such as increase opioid use and addiction, or increased crime rates, provide narrative that updates the documented data to better support your direction. Use your documented (but maybe old) data as your baseline, but then be sure to add additional insight and narrative to align the current reality with what may be missing in older/outdated data. Also remember that there are lots of data sources available to communities – Departments of Labor, Community and Regional Affairs, Health and Social Services, local police, courts and partner agencies.

24. Do we need to include our prevention program in these funds?

No, this RFP only focuses on your victim services grant. Certainly, if there are places where some of the work you are doing with your prevention grant overlaps with things that you are going to be doing with your victim services work, you should indicate what that looks like. But, they are different types of program funding.

With that said, on the sheet where you list your Other Funds, your CDVSA Prevention grant should be listed. The Prevention grants are state funds, which could, if you were doing similar things with some of

your federal dollars to expand outreach activities, could be a match for your federal dollars if it was appropriate and part of your proposal.

25. You had said that CDVSA was going to try really hard to get the programs down to one federal funding stream and a general fund stream. Is that still your plan? For those that have received SASP in the past, should we roll that amount into the total we are requesting for victim services?

Yes, it is our intent to allocate no more than two funding sources per successful applicant. Additionally, we are not doing a separate SASP allocation in FY19-FY21. Any activities that you are now doing with SASP funding should be included in your Victims Services application. This does not necessarily mean you will be getting SASP money for that, but you will get one of the categories of funding that will cover those activities. We will allocate funds based on what your activities are and how they meet the allowable costs of each of the grants.

26. If we don't have prevention funding, is this the time/place that we could add that in this proposal?

Primary prevention activities are not included as a specific allowable cost under our federal grant programs. Please review the lists of allowable costs in the RFP (page 8-13); some types of outreach and related activities are allowable.

There is a prevention element under FVPSA, but for the purposes of this application, and FVPSA's description of prevention, it is defined more for outreach and community awareness. It is not intended under this grant to do primary prevention. We are limiting prevention under this application to outreach. On page 10, the last FVPSA category of allowable costs it states that prevention services including outreach and education to underserved populations, services to adult and youth victims of family violence, domestic violence, dating violence and their dependents.

27. MOA's, we just received a prevention grant and I have some MOAs that are specific to working with 5 or 6 of our community partners on raising awareness and victim issues, can those be included with our MOA's?

Those are still applicable, because it is outreach work and they were developed and signed within the year, not two or three years ago, so they may be included.

28. Question 7 of the Application Questions talks about program evaluation. We have never had a formal, comprehensive evaluation program here. Nothing in comparison to our prevention program. In writing this RFP [application] for 3 years, is there going to be an expectation to formalize this process with an outside evaluator?

We have not specifically discussed the expectation for an outside evaluator, but with that said, we are moving to become a more data driven organization. If we do not know what we are doing successfully, what's working - what's not working, how do we (CDVSA) know we are doing our due diligence to make sure our grant money is being spent appropriately. The intention is, over the next 3 years, that we will be working together to develop knowledge, skills and capacity to better document and evaluate our programming. Not just for the state of Alaska, not just for our federal funders, but for you, the community and your agency.

If you have good data, it will increase your ability to make good decisions about what you should be doing more of, what you should be doing less of, what's not working, how you can enhance and improve programs to make sure that everything you are doing is accomplishing the outcome you want.

We do not expect you to have an outside evaluator; if you have had an evaluation, we ask that you attach it to your application for our review. We do expect over the next three years that you will begin thinking about evaluation, and we will provide training and technical assistance on how to conduct good evaluations of your programs. Our goal is to give you the tools you need to make informed decisions about the programs you are doing and then for us (CDVSA) to have information we can take to the legislature and showcase the work that you are doing, showing we are making a difference with the money we are being given to end domestic violence and sexual assault. If you haven't done specific evaluations of your program, think about how you might start moving towards becoming data-driven and how you would use that data to show your successes. We do not want people evaluating programs and then having the evaluation sit on a shelf. Evaluation, data and analysis should be an active part of everything you do to continually improve the programming that you are doing.

29. For those of us who have not done an evaluation, that is worth 25 points on the application. Will we lose points?

Everyone who is a current grantee does track outcome measures to some degree, as required from FVPSA and VOCA. That data can tell you a lot: do those you serve feel increased safety in their situation after receiving services? What service was helpful, what was not helpful? These voluntary surveys paint a good picture for you about the work that you are doing. In addition, many of you are conducting community surveys on an annual or biannual basis. Remember, evaluation is not just the formal contracted piece of evaluation, but it is informal, personal stories, too.

For this response, use what you have. Think about what types of “data” you collect every day that you may not think of as data. For instance, data includes how many people are you seeing? Where are the gaps in race, ethnicity, age, gender? This kind of data is part of your evaluation. Who you are serving, are you serving the right people? Do you know that in your community there is a high rate of domestic or sexual violence among certain populations? Use the data you have in whatever format, collect it to help inform you in how to do your programming better.

You may feel you are currently not doing evaluation, but you are in many informal ways. In responding to this question, discuss how you would like to improve your evaluation efforts over the next 3 years. Use your data, information and stories of success and include all of that into a targeted approach to how you are going to move forward and use that information on a day to day basis. Start recognizing the data you do have, how much information you have, and use that in your decision-making process, use data to set policies, and direct your programs. Do the programming you are doing because it makes a difference in your community.

30. What do you suggest if I can't get a hold of the community needs assessment that was done on our community? Are they posted online? Is there a place where people can go and find out about their local communities? Would you have a copy?

Any community assessment must be done by more than one person in a community—it is a collective process. There should be copies available in your community through places like the Mat-Su Health Foundation, the city, police department, the Domestic Violence Task Force or other participating



organizations. Locating this type of information is a significant part of the process to develop working partnerships and collaborations to carry out the work you intend to offer.

31. Part of the RFP 2019 application requires MOAs for current key community and services area agencies. Historically, as part of the NSB Health Department, we are limited in our ability to have MOAs. We have a current SART MOA which has been up for renewal signatures since September, 2017. We collaborate with our community partners but without formal MOAs. Will this be an issue as we go forward with our application?

Memoranda of Agreement/Understanding specific to this application for current key community and service area agency partners working to further your services, collaboration and outreach (all applicants);

Key community partnerships are critical to the work funded through this RFP. If the larger agency/municipal government that your DVSA program is housed within does not allow you to enter a signed Memoranda of Agreements/Understandings then you will need to clearly explain this restriction in Q. 6 of the application, noting that there are no or few MOAs attached. In addition, you will need to clearly articulate a list of the agencies and programs that you currently coordinate with and what is involved in the relationship (what do they provide and/or offer your program) and how does the partnership benefit the services and outcomes for the participants receiving services through your program.

32. 1) In the RFP it requests resumes for the ED, Finance Director, and Program/Project Coordinator. We don't have a Program/Project Coordinator and as I understood Diane's explanation yesterday on the teleconference, that would be like a Deputy Director, etc. We do of course have a Shelter Manager who oversees the shelter component program – do I submit her resume or just the other two (ED and Finance)?

2) For planning purposes, is there going to be an RFP for BIP?

As stated during the teleconference we are asking for job descriptions and resumes for key administrative staff—Executive Director, Financial Director (or equivalent) and program manager/coordinator if different from the ED. If there is no mid-management key administrative staff, then resumes for the ED and financial person are requested.

No decision has been made regarding funding for BIPs in FY19—most likely there will be a 1-year extension of current grant awards with a continuation application process sent out in the next few weeks. We are still determining how much money we will have for BPs in FY19.

33. I am filling out the budget narrative and have run out of room for personnel. Historically, STAR's budget narrative for personal services has been 2 pages. Is this what Diane meant about being strategically concise? If so, I can be briefer, but we have a lot of staff positions.

Because we have asked for increased information to be provided in the Budget Narrative (descriptions/justification of match funding) we agree that for larger agencies specifically, more space for personnel services is needed in the Budget Narrative form. A revised Budget Narrative has been posted to the Online Public Notice website. We continue to request “strategically concise” narratives for the Application Question form.

34. Trying to enter the new Budget Narrative form and am finding that there is not enough space in the Personnel section for all the positions. Is there a way to expand the field?  
I have done that as best as I can. What I can do is combine like administrative positions such HR Mgr & HR Asst. Is that acceptable? Also, is there a way to reduce the font??

Please see response to question 33; In addition to revising the Budget Narrative form, we have also added lines to the Personnel section of the Budget Overview form. This revised form has been posted to the Online Public Notice website. The font size is set and cannot be reduced.

35. Can I use funds from the Municipality for emergency client assistance as an in-kind cash match?  
The Muni provides STAR with \$55,000 during the calendar year for emergency client assistance, and I wanted to use \$20,000 of that as a match.

Funds from the Municipality of Anchorage can be used, as they relate to the activities outlined in your application, as a portion of your cash match. Local city funds can match either State or Federal grant funds. Please review Section 1.11 Required Match on page 13 of the RFP for specific considerations for how match aligns with the programming and dollars these funds will match.

36. I have a question regarding where to put our annual fees for our email, website, survey monkey, and drop box. I normally code these under contractual, subscriptions. Should I keep these items there? Also, where should I list the cost for background checks?

Please review page 8 of the Budget Overview/Narrative Guidelines under Other Contractual Expenses – 600. This section outlines the types of expenses you have identified in your question. This category covers professional services, subscriptions, registration fees, media advertising and subcontracts that will be funded (in whole or in part) with CDVSA funding. This will also include background checks.

37. On the other agency grant funds sheet we have been awarded several multiyear grants, should I include the total for the funding for all years of the award or just what we will spend in FY19?

Please list the total funding you expect to receive for FY19.

38. On the teleconference the other day it was mentioned a scoring form would be forthcoming that provides specific information of what the grant reviewers would be looking for and that it would be posted. Do you have an idea of when that might be?

A copy of the Community-based Victims Services Grant Program Application Review Criteria and Score Sheet has been added to the Online Public Notice website at <https://aws.state.ak.us/OnlinePublicNotices/Notices/View.aspx?id=189494>.

39. For multi-year grants, with annual appropriations, do you want us to list the FY19 figure?

Please go to the Online Public Notice Site and review the Q & A responses from our April 17 Preproposal Teleconference (Item M.), it may answer other questions, too. #37. On the other agency grant funds sheet we have been awarded several multiyear grants, should I include the total for the funding for all years of the award or just what we will spend in FY19? Please list the total funding you expect to receive for FY19.

40. My question is whether you would prefer my electronic signature or my board president?

If your Board has authorized you, as the Executive Director, to sign documents on the agency's behalf you can certainly sign the Grant Application Face Page. Additionally, your Board President can sign as the authorized person for your agency. It is up to you—either signature is acceptable. Since you are leaving before the application is complete, your Board President may prefer to sign the Face Page. I see this as the call of your Board President, either is fine with us.

41. Can you clarify if the current grant also covers the separate funds IAC currently gets from SASP? I want to make sure I'm asking for the right amount. Also, any idea on what will happen with BIP and prison batterers. I need to be able to give staff notice if those programs are not going to continue

This SASP question was asked during the Pre-Proposal Teleconference on April 17 and the response is included in the posted Questions & Answers from that call (<https://aws.state.ak.us/OnlinePublicNotices/Notices/View.aspx?id=1894940>) Question #25. See below: 25. You had said that CDVSA was going to try really hard to get the programs down to one federal funding stream and a general fund stream. Is that still your plan? For those that have received SASP in the past, should we roll that amount into the total we are requesting for victim services? Yes, it is our intent to allocate no more than two funding sources per successful applicant. Additionally, we are not doing a separate SASP allocation in FY19-FY21. Any activities that you are now doing with SASP funding should be included in your Victims Services application. This does not necessarily mean you will be getting SASP money for that, but you will get one of the categories of funding that will cover those activities. We will allocate funds based on what your activities are and how they meet the allowable costs of each of the grants.

The BIP question was also asked and answered in the same document, Question #32.2. See below: 32.2) For planning purposes, is there going to be an RFP for BIP? No decision has been made regarding funding for BIPs in FY19—most likely there will be a 1-year extension of current grant awards with a continuation application process sent out in the next few weeks. We are still determining how much money we will have for BPs in FY19. Additionally, BIPs will be funded for FY19, we are still waiting to determine final \$ amounts; continuation applications will be sent within the next two weeks.

42. Under the FVPSA funding, are organizations that do not operate a shelter eligible for funds? I guess more clarification is needed on the meaning of "shelter or related assistance" (page 8 of the RFP). What services would be included in "related assistance"?

Yes, under FVPSA and general fund dollars, organizations that do not provide specific 24/7 crisis/emergency shelter programming but do provide a variety of related assistance and services such as those identified under Services on page 22-23, are eligible. Alternatives to shelter programming can also include safe homes, limited hotel nights during the immediate crisis, and assistance locating other emergency housing options can also be included. This funding opportunity is to provide services to adults, youth and dependent children who are victims of family violence, domestic violence, or dating violence.

43. I wanted to touch base with you on the internet service we have here. I have had troubles in the past with sending multiple reports and pictures in the same e-mail due to the space and CTC

Service. I wanted to make sure if we have those troubles again can we still send the RFP in a few e-mails as long as they are numbers?

Yes, we recognize that internet and broad band may present challenges for some applicants. If you need to send multiple emails, please have the Subject Line read: FY2019 CDVSA Grant Application—1 of 3, 2 of 3 and 3 of 3 consecutively.

44. I am needing to clarify that with VOCA funds we can purchase equipment and furniture to support staff providing direct services?

Yes, equipment and furniture that support direct services (and staff providing direct services) is allowable. Furniture/equipment for the E.D./Board/Non-grant related staff is not allowable.

45. Both are related to the Proposed Revisions to Existing Regulations.

1) On page 13 under Service Provision there is reference to a CDVSA Best Practice Guide. I'm not familiar with this document and I can't find it on the CDVSA website. How do we go about getting a copy of this?

The Best Practice Guide is in development. Once finalized, CDVSA will notify grantees and place the document on the CDVSA website.

2) On page 14 in the Confidentiality section there is an allowance for the release of personally identifying information without an ROI in the event that "release of the information is required to protect the life or safety of a person." I think this conflicts with our current federal funding confidentiality requirements that only if state statute **requires** duty to warn are we permitted to release information. Since Alaska permits but doesn't require this action, we were advised that such a release would violate VAWA confidentiality. The question is would we have different requirements for CDVSA funded personnel (vs. our current federally funded employees?)

Response is separated into two sections (a) and (b) and answers are below:

**Question (a):** "With the new regulations, will we have different confidentiality requirements for CDVSA funded personnel (versus our current federally funded employees)?"

**No.** CDVSA will work to ensure the revised victim service regulations support a common practice as it relates to confidentiality of victim/program participants receiving services from a funded program.

**Question (b):** The new regulations identify an allowance for the release of personally identifying information without an ROI in the event that "release of the information is required to protect the life or safety of a person." Doesn't this regulation violate VAWA confidentiality?

Confidentiality is a complicated issue at both the state and federal levels and the rights of victims to receive confidential services is a critical safety issue and at the heart of victim services delivery. At this time, the revised regulations are waiting to be reviewed by the Department of Law and then opened for public comment. CDVSA will continue to make modification throughout that time. This question will be one that CDVSA asks for specific legal interpretation.

46. Questions 4 (a&b) and Question 7 of the RFP specifically mentions DV and SA. Should this response be limited to those two crimes or should other "underserved" violent crimes be included in this?

If you are providing services to underserved populations and victims of other violent crimes, please include those in your responses to Q. 4 a. & b. The same is true for Q. 7, include all violent crime victims that you are proposing to provide services to, with funding offered through this RFP.

47. Question 5a. Are you looking for "underserved" in terms of population demographics or in terms of the CDVSA/VOCA definition of underserved which includes DUI, assault, robbery, etc.?

Please use the definition of Underserved Populations included in Attachment A, Definitions: Underserved Populations: populations who face barriers in accessing and using victim services, and include populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, language barriers, disabilities, immigration status and age.

48. I am filling out the Personnel portion of the Budget form, and I am wondering if we are supposed to break down our volunteer in-kind match per job positions? Or can we log our volunteer in-kind match in a lump sum as a volunteer position at the end of the personnel budget form?

Please review Attachment C, Section III Budget Overview Format & Allowable Costs, Personal Services—100, B. Budget Overview Format, 4. (pages 3-4).

It states: Enter the appropriate amount in either Cash or In-kind columns to indicate the amount of this position's salary to be paid from the Required Match funding sources. Volunteer assistance is an example of donated services and is considered an In-kind contribution.

The answer is yes, you should "break down (y)our volunteer in-kind match per job positions." Each position, paid with grant funds, paid with cash match funds or a volunteer position should be listed as a Position. Then complete the appropriate funding line and calculation.

49. I am in the process of completing the budget overview for the CDVSA application. I am looking at the wages for our NSB Health budget for AWIC, they have listed wages under CDVSA, FVPSA and VOCA; which should I use for the wages for VOCA and FVPSA, there is only a CDVSA column?

As stated on page 5 of the Request for Proposals for Community-Based Victim Services Grant Program, Section 1, 1.03 Funding Available for this RFP: Funding will be a combination of State unrestricted general funds, Victims of Crime Act (VOCA) funds, Family Violence Prevention Services Act (FVPSA) funds, and Sexual Assault Services Program (SASP) funds. Each federal funding category has specific types of services that are allowable. The Council reserves the right to allocate the appropriate funding source to each successful applicant.

This means, that at the point of application, each application will list ALL possible funding sources (State GF, VOCA, FVPSA and SASP) under the combined category of CDVSA. All grant funds being requested

through this RFP should be included within the CDVSA category; cash and in-kind match should be listed under those identified columns.

Budget distribution will be determined once we have approved all successful applicants. At that time, a final FY19 budget with allocations, will be sent to each successful applicant through their Grant Agreement.