

OREGON DEPARTMENT OF JUSTICE

2015 - 2017 VICTIMS OF CRIME ACT & CRIMINAL FINE ACCOUNT NON-COMPETITIVE PROGRAM GRANT

REQUEST FOR APPLICATION INSTRUCTIONS

ELIGIBLE AGENCIES ONLY:

PROSECUTOR BASED VICTIM ASSISTANCE PROGRAMS

CHILD ABUSE INTERVENTION CENTERS

SPECIAL POPULATION PROGRAMS



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Oregon Department of Justice
Crime Victims' Services Division
1162 Court Street NE
Salem, OR 97301-4096**

RFA RELEASE DATE: July 21, 2015

ONLINE APPLICATION DUE DATE: August 18, 2015 BY 11:59 PM PST

AWARD PERIOD: October 1, 2015 – September 30, 2017

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SECTION I: GRANT APPLICATION BACKGROUND

Read ALL Instructions before completing the grant application.

A. RESOURCES FOR REQUEST FOR APPLICATIONS (RFA)

This Request for Applications (RFA) is being released by the Oregon Department of Justice (DOJ), Crime Victims' Services Division (CVSD), hereafter referred to as CVSD.

The instructions to complete this application are downloadable in PDF format from the CVSD E-Grants system at: www.cvsdegrants.com and from the DOJ CVSD website at: <http://www.doj.state.or.us/victims/pages/voca.aspx> and <http://www.doj.state.or.us/victims/pages/cfa.aspx>.

The *CVSD E-Grant Applicant User Guide* is the resource to answer any questions with regards to navigating the system. The Guide can be found at:

1. The welcome screen under "My Training Materials"; and
2. At http://www.doj.state.or.us/victims/pdf/cvsd_egrants_applicant_user_guide.pdf.
3. As you navigate and work in the system, the form pages contain a "Show Help" button giving detailed instructions or additional information in regards to the particular page. A PDF version of all of the "Show Help" pages is also available for download by clicking on *Application Instructions* in the Request for Application section of the Application Menu.

The **Victims of Crime Act (VOCA) Grant Management Handbook** and the **Criminal Fine Account (CFA) Grant Management Handbook**, cited throughout these instructions as a reference, is available:

1. On the Application Menu in E-Grants in the Request of Application section.
2. The VOCA Grant Management Handbook is also available to download from the CVSD website at: http://www.doj.state.or.us/victims/pdf/voca_grant_management_handbook.pdf.
3. The CFA Grant Management Handbook is also available to download from the CVSD website at: http://www.doj.state.or.us/victims/pdf/cfa_grant_management_handbook.pdf.
4. The VOCA Grant Management Handbook has not been updated to reflect the proposed new rules as the US Department of Justice, Office for Victims of Crime, has not as of the release date of this RFA codified the rules in the Federal Register.

B. CONTACT INFORMATION FOR CVSD STAFF

For more information or to address questions specific to the application or application process:

Fund Coordinators:

Coordinator	Phone	E-mail
Cathy Oliverio Relang	(503) 378-4476	cathy.l.relang@doj.state.or.us
Jeanette Ewald	(503) 378-6881	jeanette.ewald@doj.state.or.us

To address questions specific to completing the Application in E-Grants you may also contact:

Coordinator	Phone	E-mail
Mackenzie Gray	(503) 378-5647	mackenzie.E.gray@doj.state.or.us

CVSD Mailing Address: Oregon Department of Justice Crime Victims' Services Division 1162 Court Street NE Salem, Oregon 97301-4096
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C. REQUEST FOR APPLICATIONS AMENDMENTS

CVSD may amend this 2015 - 2017 VOCA/CFA Non-Competitive Grant Application by posting Amendment(s) on the CVSD E-Grants System. Where appropriate, CVSD will issue an Amendment that will be added to the Forms Menu in the E-Grants system, immediately below the Request for Applications. Amendments will also be posted on the CVSD VOCA website: <http://www.doj.state.or.us/victims/pages/voca.aspx> and <http://www.doj.state.or.us/victims/pages/cfa.aspx>.

Applicant is responsible to SAVE all information in the E-Grants system and CVSD accepts no responsibility for an Applicant missing information contained on the CVSD E-Grants system.

Any Applicant requiring clarification of a provision of this application may make a request for clarification in writing via email to one of the contact persons listed. To be considered, the request must be received by one of the contact persons no later than **Friday, August 7, 2015**. Requests for clarification received after **Monday, April 10, 2015**, may or may not be responded to at CVSD's sole discretion. CVSD will promptly respond to each properly-submitted request for clarification.

CVSD may also informally respond to applicants' questions. However, informal responses do not affect the provisions of the 2015 VOCA/CFA Non-Competitive application which is only changed via formal amendment(s) issued by CVSD and posted on the CVSD E-Grants System and on the CVSD website at: <http://www.doj.state.or.us/victims/pages/voca.aspx> and <http://www.doj.state.or.us/victims/pages/cfa.aspx>.

D. VOCA/CFA NON-COMPETITIVE RFA TELECONFERENCE SCHEDULE

Applicants will have the opportunity to participate in one of the three informational teleconference/GoTo Meeting dates. Please refer to the table below for dates and times of each teleconference.

While the teleconferences are focusing on specific applicant groups, applicants are welcome to attend any of the three teleconferences as the information will be very similar.

<u>Date</u>	<u>Time</u>	<u>Applicant Focus</u>	<u>Go-To-Meeting</u>
Thursday, July 23, 2015	1:30 pm – 3:00 pm	DAVAP	Web Access (to view documents): https://global.gotomeeting.com/join/370486037 Meeting ID: 370-486-037 Audio: Toll free number: 1 888-251-2909 Participant code: 379945
Tuesday, July 28, 2015	10:30 am – 12:00 pm	Special Populations	Web Access (to view documents): https://global.gotomeeting.com/join/739129013 Meeting ID: 739-129-013 Audio: Toll free number: 1 888-251-2909 Participant code: 379945
Wednesday, July 29, 2015	1:30 pm – 3:00 pm	CAIC	Web Access (to view documents): https://global.gotomeeting.com/join/329168069 Meeting ID: 329-168-069 Audio: Toll free number: 1 888-251-2909 Participant code: 379945

E. TIMETALBE FOR APPLICATION REVIEW AND GRANT AWARDS

TARGET DATE	ACTIVITY
Tuesday, July 21, 2015	RFA Released
Friday, August 7, 2015	CVSD E-Grants Updated Information Completed
Friday, August 7, 2015	RFA Clarification Inquiries DUE no later than 11:59 p.m.
Monday, August 10, 2015	Application Clarifications/Amendments Provided
Tuesday, August 18, 2015	Application DUE through CVSD E-Grants by 11:59 pm
August 2015	Application Review by VOCA Fund Coordinators
September 2015	Applicants contacted by Fund Coordinators for revision requests
September 2015	Award notification and grant documents available in E-Grants
Friday, September 25, 2015	All completed award documents due at CVSD
Thursday, October 1, 2015	2015-2017 VOCA/CFA Non-Competitive grant period begins

F. DEFINITIONS

ACCESS TO SERVICES: Means the degree to which a service is available to as many people as possible and the ability of people to benefit from a system or entity. To ensure meaningful access to services for all victims of crime across the State, programs must be able to appropriately respond to requests for assistance (e.g. completion of compensation claims, child abuse medical assessments, etc.). In addition, those agencies whose primary services are focused on a specific area of victim assistance must be able to directly link victims whose needs

may be beyond their expertise to the appropriate community partner agency. Access to services is measured through the outcomes.

Access barriers for underserved, marginalized, oppressed communities and Tribal Nations may include: complexity of application process; administrative barriers; language, literacy and culture; transportation and logistical barriers (hours of operation, word of mouth communication can limit access for small and newer communities); climate of fear and mistrust.

Approaches to improving accessibility could include assistive technology, adaptive technology, primary language materials, interpretation services, mobility access, sight access, hearing access, transportation assistance, etc.

COLLABORATION: Means a mutually beneficial and well defined relationship entered into by two or more organizations to achieve common goals. This relationship includes a commitment to mutual relationships and goals, a jointly developed structure and shared responsibility; mutual authority and accountability for success; and sharing of resources and rewards.

CULTURAL PROFICIENCY: Cultural proficiency is the ability to work with individuals or communities whose culture is different from one’s own or the dominant culture of the agency. It is the knowledge that culture impacts an individual’s perspective – how they view the world and others, how they relate to others, and how they perceive themselves. Cultural proficiency includes: respecting differences; relating to individuals as individuals (with an awareness of the influence of culture); genuine commitment to serve the individual’s needs; and commitment to continuously learning about cultural differences, the cultures of others, and how culture influences each of us and our work together.

FEDERAL VICTIM OF CRIME: For the purposes of this program, a victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation. Federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.

FISCAL OFFICER: The person in the organization who is legally responsible for reporting on the financial activities of the organization. This person also makes sure that the fiscal records comply with Generally Accepted Accounting Principles (GAAP), VOCA and CFA guidelines and all other fiscal requirements as stated by CVSD.

G. CVSD ADVISORY COMMITTEE MEMBERS

<p>Steve Bellshaw Deputy Chief Salem Police Department</p>	<p>Kris Billhardt Executive Director Volunteers of America, Home Free</p>
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<p>Allison Cleveland Executive Director Oregon Anti-Violence Project</p>	<p>Desireé Coyote Program Manager Confed. Tribes of the Umatilla Indian Reservation</p>
<p>Shirley Didier Victims' Rights Coordinator CVSD, Retired</p>	<p>Erin Ellis Executive Director Sexual Assault Resource Center</p>
<p>Yelena Hansen Program Coordinator EMO, Russian Oregon Social Services</p>	<p>Jenna Harper Training Coordinator Attorney General's Sexual Assault Task Force</p>
<p>Sybil Hebb Attorney Oregon Law Center</p>	<p>Amy Holmes Hehn Judge Multnomah County Circuit Court</p>
<p>Kathryn Kelly Program Manager Catholic Charities, El Programa Hispano, UNICA</p>	<p>Kim Larson Director, Victim Assistance Program Marion County District Attorney's Office</p>
<p>Kelsey LeBurn Keswani Program Director CASA, YWCA, Vancouver, WA</p>	<p>Terri Neimann Academic Instructor Tillamook Bay Community College</p>
<p>Justin Nelson District Attorney Morrow County District Attorney's Office</p>	<p>Cheryl O'Neill Domestic & Sexual Violence Coordinator DHS, Child Protective Services Unit</p>
<p>Rebecca Orf OJD Central Point of Contact/Retired Judge Oregon Judicial Department</p>	<p>Barb Palicki Citizen Representative Former Director, Curry County CAIC</p>
<p>Bob Robison Community Justice Manager Multnomah County, Retired</p>	<p>Michele Roland-Schwartz Executive Director Attorney General's Sexual Assault Task Force</p>
<p>Tawna Sanchez Family Services Director Native American Youth & Family Center</p>	<p>Robin Selig State Support Unit Attorney Oregon Law Center</p>
<p>Chanpone Sinlapasai Attorney at Law M M Immigration Law Offices</p>	<p>Daniel Staton Sheriff Multnomah County Sheriff's Office</p>
<p>Lauri Stewart Policy Analyst Oregon Department of Human Services</p>	<p>Vanessa Timmons Executive Director OR Coalition Against Domestic & Sexual Violence</p>
<p>Merle Weiner Phillip H. Knight Professor University of Oregon</p>	<p>Lynne Whiteman Director, Victim Assistance Program Benton County District Attorney's Office</p>
<p>Letetia Wilson Executive Director Center Against Rape and Domestic Violence</p>	

SECTION II: GRANT APPLICATION OVERVIEW

A. INTRODUCTION

This document provides instructions and guidance for the application process and should be read in its entirety prior to completing forms on the CVSD E-Grants system. This application will be for a two-year grant cycle (2015-2017). CVSD reserves the right to request update materials as necessary.

B. BACKGROUND AND VALUES

CVSD continues to place emphasis on our key values which are: 1) **access to services for all victims of crime throughout the state** and 2) **stabilization of current resources, as much as possible**, to ensure quality and effective services.

C. ELIGIBILITY TO APPLY UNDER THIS REQUEST FOR APPLICATION

This Request for Applications (RFA) seeks applications only from Prosecutor Based Victim Assistance Programs, Child Abuse Intervention Centers (CAIC) and Special Population Providers designated to receive VOCA Non-Competitive sub-grant funds and Prosecutor Based Victim Assistance Programs designated to receive CFA Non-Competitive sub-grant funds. Applications will be accepted only from agencies that received a VOCA or CFA Non-Competitive grant during the award period of October 1, 2012 – September 30, 2015. **Note:** *This RFA process is not open to non profit domestic violence or sexual assault agencies.*

D. VOCA ELIGIBILITY REQUIREMENTS

To be eligible for VOCA funds an organization must provide services to crime victims and be operated by a public agency, nonprofit organization, Native American tribe/organization, or a combination of such agencies or organizations. Eligible organizations include victim service organizations whose sole mission is to provide services to crime victims. An agency must meet all of the following criteria or services to receive VOCA funds:

1. Demonstrate a record of providing effective direct services to crime victims;
2. Meet program match requirements. Match must be derived from non-federal funds and must be used for VOCA eligible activities. Match is 25% of the federal amount received and can be in-kind or cash;
3. Utilize volunteers to provide or support direct victim services;
4. Promote coordinated public and private efforts to aid crime victims within the community;
5. Assist victims in seeking crime victim compensation benefits;
6. Provide services to crime victims, at no charge, through the VOCA-funded project;
7. Maintain required civil rights information;
8. Provide services to victims of federal crime on the same basis as victims of state crime;

9. Maintain the confidentiality of client-counselor information, as required by state and federal law; and
10. Maintain confidentiality of research information.

In addition to the requirements listed on the previous page, all VOCA grantees are expected to:

- Demonstrate program stability through:
 - a. Demonstrating a history of providing cost-effective direct services to victims of crime; and
 - b. Demonstrating a clear indication of support for applicant's services from one or more community agencies or organizations familiar with the needs of victims to be served, as well as the caliber of services provided by the applicant; and
 - c. Demonstrating financial support of at least 10% from at least one revenue source other than VOCA.
 - d. If an applicant cannot demonstrate stability as required and described by the previous paragraphs of this section, in order to be eligible for a VOCA award, the applicant must demonstrate that at least 25% of its financial support comes from non-federal sources.
- Meet the terms of the Certified Assurances and other federal rules regulating grants, including non-supplantation and the Certifications regarding lobbying, debarment, suspension and other responsibility matters, and drug-free workplace requirements; and
- Comply with VOCA program guidelines as written in the most recent version of the VOCA Grant Management Handbook, including any additional eligibility or service criteria as established by CVSD; and
- Comply with the Federal Funding Accountability and Transparency Act (FFATA) as described below.

Compliance With the Federal Funding Accountability and Transparency Act (FFATA) of 2006

As of January 1, 2009, all recipients of Federal VOCA funds, and their sub-contractors, must comply with the Federal Funding Accountability and Transparency Act (FFATA) of 2006. The Transparency Act requires the federal government to have a single, searchable website. This website must be accessible by the public without cost, for each federal award of \$25,000 or more over the life of any sub-award (i.e., VOCA grant award period). In order to satisfy this requirement, fund sub-recipients are required to have a "data universal numbering system" (DUNS) and to maintain a current registration in the System for Award Management (SAM). Prior to a grant Agreement being issued from this application, all programs meeting this criteria requirement must provide proof of a current SAM to CVSD. See the most recent version of the VOCA Grant Management Handbook for details regarding DUNS and SAM registration.

E. CFA ELIGIBILITY REQUIREMENTS

STATUTORY REQUIREMENTS

Under the Oregon Revised Statute Chapter 147.227, programs are to provide comprehensive services to victims of all types of crime in order to meet the eligibility criteria of the funds. The requirements under the Statute give service priority to serious crimes against persons as well as calls on victims' assistance programs to collaborate with community-based and government agencies to benefit victims. Victim service professionals are required to provide the *Core Services* listed below. Each eligible applicant will be required to submit a signed ***Certificate of District/City Attorney and Program Director*** form certifying that the county/city program meets all of the requirements cited in ORS Chapter 147.227. The certification form should be downloaded from E-Grants, signed and uploaded as directed in E-Grants on **Form K: Uploads**.

1. Inform victims, as soon as practicable, of the rights granted to victims under Oregon law;
2. Advocate for victims of serious person crimes as they move through the criminal justice system and advocate, when requested, for all other victims of crime;
3. Involve victims, when practicable or legally required, in the decision-making process in the criminal justice system;
4. Ensure that victims are informed, upon request, of the status of the criminal case involving the victim;
5. Assist victims in preparing and submitting crime victims' compensation program claims to the Department of Justice under ORS 147.005 to 147.367;
6. Assist victims in preparing restitution documentation for purposes of obtaining a restitution order;
7. Prepare victims for court hearings by informing them of the procedures involved;
8. Assist victims with the logistics related to court appearances when practicable and requested;
9. Accompany victims to court hearings when practicable and requested;
10. Encourage and facilitate victims' testimony; and
11. Inform victims of the processes necessary to request the return of property held as evidence.

F. ALLOCATIONS

Please see **Appendix A** for your program's 2015-2017 VOCA funding amount and **Appendix B** for your program's 2015-2017 CFA funding amounts. Funding amounts are based on current funding levels. **The tables in Appendix A and B list the annual VOCA and CFA allocations.** The Year 2 allocations, for the purposes of this application, are based on the Year 1 funding levels.

Note: Grant awards will be made on the condition that sufficient federal VOCA funds and state CFA funds are allocated to the State. All awards will be adjusted to account for any increases or decreases in funding issued to the State.

G. CVSD REQUIREMENTS

1. EFFECTIVE SERVICES

Applicants applying for VOCA funds will be able to provide the services and meet the eligibility criteria requirements as described in Section II.D. Applicants applying for CFA funds will provide the core services described in Section II.E. and meet all of the eligibility criteria of the CFA funds per ORS 147.227 and OAR 137-078-0010 (revised).

2. ACCESS TO EFFECTIVE SERVICES

To ensure meaningful access to services for all victims of crime across the State, programs must be able to appropriately respond to requests for assistance (e.g. completion of compensation claims, child abuse medical assessments, etc.). In addition, those agencies whose primary services are focused on a specific area of victim assistance must be able to describe how they directly link victims whose needs may be beyond their expertise to the appropriate community partner agency.

3. GOOD FISCAL MANAGEMENT

Applicants will be able to maintain adequate funding, keep financial records and comply with grant reporting requirements. Applicants with deficiencies in timely and accurate reporting in previous grants may receive conditional grants and be required to submit additional information addressing those deficiencies before a grant is awarded.

4. ABILITY TO PROVIDE MATCHING FUNDS FOR VOCA FUNDS

Matching grant funds is a requirement of VOCA. Please refer to the most recent version of the VOCA Grant Management Handbook (<http://www.doj.state.or.us/victims/voca.shtml>) for specific information regarding match.

5. FINANCIAL, STATISTICS AND OUTCOME REPORTING

Applicants will submit quarterly financial, statistical and outcome measures reports and annual narrative reports on services provided specific to the staff positions supported by those funds. More detailed information can be found in Section VII.E. of this document.

6. COMPLIANCE WITH RELEVANT FEDERAL AND STATE LAWS (CIVIL RIGHTS, ADA, ETC.)

By submitting an application, applicants will signify their intent to comply with relevant federal and state laws, as appropriate, including but not limited to the Civil Rights Act and the Americans with Disabilities Act (ADA) and the Federal Funding Accountability and Transparency Act (FFATA) of 2006.

7. CONFIDENTIALITY POLICIES AND/OR PROCEDURES

The applicant will have policies and/or procedures to protect the confidentiality and privacy of persons receiving services and will not disclose personally identifying information or individual information collected in connection with services requested, used, or denied without the informed, written, reasonably time-limited consent of the person whose information will be disclosed. Non-personally identifying information may be shared in the aggregate for reporting purposes. Policies will be reviewed during site visits.

8. DEMONSTRATED COMMUNITY SUPPORT

Applicants will begin or maintain their involvement in coordinated community public and private efforts to aid crime victims. Coordination and collaboration may include, but is not limited to, serving on state, federal, local or Native American task forces, commissions, working groups, coalitions and/or multi-disciplinary teams. Coordination and collaboration efforts also include developing written agreements that contribute to better and more comprehensive services to crime victims. **Note:** *Under current VOCA regulations, coordination efforts qualify an agency to receive VOCA victim assistance funds, but are not activities that can be supported with VOCA funds.*

9. PLANNING

The planning process for an agency/program is a way to clearly define the purpose of the agency/program, establish realistic goals and objectives, and identify needs and appropriate services for the community(ies) being served. The process should include input from victims and from applicants' community partners. Ideally, a thorough planning process will include both internal agency planning, as well as external community-wide planning. CVSD recognizes that the willingness of partners to collaborate and resources supporting that collaboration vary from community to community. CVSD strongly urges programs to go through this process. Applicants will discuss their planning process(es) in greater depth during site visits, including how input from victims and community partners is included. CVSD will provide technical support to applicants upon request and to the extent possible.

10. TRAINING REQUIREMENTS

All recipients of VOCA and CFA Non-Competitive grant funds will provide training to all grant-funded staff, volunteers/interns and board members, as appropriate. Staff and volunteers must be assessed as to their readiness to provide direct services. Applicants will demonstrate their methodology for evaluation of staff and volunteer compliance with training requirements during site visits. The Staff Roster and the Board of Directors Roster in the CVSD E-Grants system both require information on completion of training requirements for each staff person and Board member.

STAFF

All recipients of VOCA and CFA funds must ensure that staff providing direct services in City and County Government-based agencies, Child Abuse Intervention Centers, and Special Population organizations will successfully complete the Oregon Basic State Victim Assistance Academy (SVAA) training during the first year of the VOCA/CFA Non Competitive grant cycle. Information for the SVAA training will be available on the CVSD website in the near future (SVAA oversight is transitioning from Crime Victims' Assistance Network to CVSD): <http://www.doj.state.or.us/victims/pages/training.aspx>. Proposed VOCA and CFA funded staff who have already attended SVAA have met this requirement.

VOCA and CFA funded staff with direct responsibility for domestic violence and sexual assault programs will successfully complete training that meets the requirements adopted by the Department of Human Services ("DHS) Advisory Committee found at: http://www.doj.state.or.us/victims/pdf/dvsa_training_requirements.pdf.

VOCA and CFA funded staff from Child Abuse Intervention Centers and Special Population organizations may alternatively submit a 40-hour training plan for CVSD approval that covers topics relevant to the funded staff position(s). The 40-hour training plan may include relevant topics from the:

- a. Oregon Basic State Victim Assistance Academy described above;
- b. DHS Advisory Committee adopted training requirements found at: http://www.doj.state.or.us/victims/pdf/dvsa_training_requirements.pdf;
- c. Office for Victims of Crime (OVC) Victims Assistance Training *Online* (VAT *Online*) found at: https://www.ovcttac.gov/views/TrainingMaterials/dspOnline_VATOnline.cfm under the Course Descriptions tab; and
- d. Additional population-specific topics.

VOCA and CFA funded staff providing direct services are strongly encouraged to attend a Crime Victims' Compensation Program (CVCP) and Address Confidentiality Program (ACP) training at least once every four years. CVCP and ACP training is held quarterly in Salem at the CVSD office. The agenda and training schedules are available at: <http://www.doj.state.or.us/victims/pages/training.aspx>. For additional information contact CVSD at (503) 378-5348.

All staff not providing direct service should minimally be informed on the basics of providing services to victims of crime.

Fund recipients are encouraged to include projected costs of sending staff to training in their budget. These costs can include applicable registration fees, lodging, meals and mileage. The current registration cost for the SVAA training is approximately \$450.00.

VOLUNTEERS AND INTERNS

Volunteers and interns providing VOCA-funded direct services in City and County Government-based agencies, Child Abuse Intervention Centers, and Special Population

organizations are required to successfully complete the OVC VAT *Online* training or a training program that minimally covers the topics included in VAT *Online* during the first year of the VOCA Non-Competitive grant cycle. Registration information for the VAT *Online* training can be accessed at: <https://www.ovcttac.gov/vatonline>.

Alternatively, Child Abuse Intervention Centers and Special Population organizations may submit a training plan for CVSD approval that covers topics relevant to volunteer position(s), which may be from VAT *Online*, DHS Advisory Committee adopted training requirements, SVAA, all described above, and additional population-specific topics.

The volunteer/intern supervisor will develop a training plan to consist of a minimum of 40-hours based upon the needs of the program and volunteers. It is the responsibility of the volunteer/intern supervisor to document the training completed. CVSD Fund Coordinators will verify this information at the time of an in-person site visit. Volunteers and interns not providing direct service should minimally be informed on the basics of providing services to victims of crime.

BOARD MEMBERS

Board members are expected attend an orientation that provides the information they need on their role in the organization. Minimally, this may include: organization overview, orientation of the Board manual, roles and responsibilities of the board, overview of Board structure, overview of board operations, review of strategic plan, and administrative activities.

Board members shall also attend training in at least one of the VOCA priority categories (domestic violence, sexual assault, underserved, child abuse, or general victim services) depending on the services provided by the agency. Board members with expertise in a relevant VOCA priority category are not required to attend training. Ongoing training of the board in the areas of service provided by your agency is strongly encouraged. Training can be presented over several months, through annual meetings, self-study with debriefing, etc. and must be documented. CVSD Fund Coordinators will request to view the documentation of training at the time of their in-person visit to the program.

SECTION III: GENERAL APPLICATION GUIDELINES

The following instructions are intended to guide the applicant in completing the 2015-2017 VOCA/CFA Non-Competitive Grant Application for all eligible programs for the period **October 1, 2015 – September 30, 2017**.

- A. Applications will be completed and submitted entirely through the CVSD E-Grants system. The Forms section is where the vast majority of the work for an application is completed along with the uploading of specifically requested documents. All forms must be complete with no error messages prior to the application being submitted. Having individual forms completed is not the same as “submitting” the application. **Applicants must be sure to change the status of their application to “Application Submitted” when all forms have been completed and all errors are corrected.**
- B. CVSD E-Grants Organization and Member Information: All eligible agencies are currently registered in the CVSD E-Grants system. This process only needs to occur once; there is no need for multiple accounts within the Oregon CVSD E-Grants system. **However, the agency must, at a minimum, annually review the agency’s contact and member profile information including deactivating staff no longer associated with the agency. This process should be done prior to beginning the Application and should be completed no later than Friday, August 7, 2015.** Please see *CVSD E-Grants Applicant User Guide, Chapter 5: Keeping Contact Information Current*.
- C. Technical assistance regarding the CVSD E-Grants system can be obtained by:
 1. Using the “**Show Help**”. As the applicant navigates and works in the system, selected pages contain a “**Show Help**” button providing instruction details or additional information specific to the page;
 2. Downloading a PDF version of all of the “Show Help” pages by clicking on *Application Instructions* in the Request for Application section.
 3. Using the CVSD E-Grant Applicant User Guide;
 4. Contacting one of the CVSD Fund Coordinators listed on pages 1 and 2 for assistance with the application contents; and
 5. Contacting the system Help Desk for system technical assistance, which is available: Monday – Friday 7am to 5pm, Pacific Standard Time, at 1-866-449-1425 or email: helpdesk@agatesoftware.com.
- D. Applications must be submitted electronically through the CVSD E-Grants system. **The application is due on Tuesday August 18, 2015 by 11:59 p.m., Pacific Standard Time.** The application will not be accessible after the above mentioned time. **It is important to note that once an application is submitted it will enter into a “read-only” status and cannot be changed.** For information on *Submitting your Application* see the CVSD E-Grants Applicant User Guide.

- E. All required forms for this application can be found in the CVSD E-Grants system. However, organizations are requested to upload documents, as appropriate, throughout this application. Please **DO NOT** attach any documents that have not been requested unless directed by CVSD.
- F. Only those agencies designated by CVSD are eligible for VOCA and/or CFA funds for the 2015-2017 grant cycle.
- a. For VOCA: See *Appendix A* for a list of agencies eligible to receive VOCA funds. The amounts listed in *Appendix A* include annual allocations as well as total match and total grant allocations. Eligible applicants will request the same amount of grant funds and match in year 1 and in year 2. However, if your agency finds they are not spending out their annual allocation you may want to consider requesting a lesser amount to better align your allocation with your spending.
 - b. For CFA: See *Appendix B* for a list of agencies eligible to receive CFA funds. The amounts listed in *Appendix B* include annual and total 2-year allocations. Eligible applicants may budget the same, or differing amounts, for year 1 and 2, however, the total 2-year budget may not exceed the total 2-year allocation listed in *Appendix B*. Regardless of the budget submitted, eligible applicants will receive quarterly payments throughout the grant period based on the annual allocations listed in *Appendix B*, the first payment to be issued when the CFA grant agreement is fully executed.
- G. Before CVSD will issue grant fund payments, all existing grant reports for open grants (i.e., VOCA, VAWA, etc.) issued to your agency by CVSD must be submitted. Contact your Fund Coordinator if you have any questions regarding the status of your agency's reports. **Applicants may be issued conditional awards if they are not current with reporting requirements.**
- H. Grant awards for the period October 1, 2015 – September 30, 2017 will not be extended beyond the two year award period.
- a. Unspent VOCA funds at the end of Year 1 (September 30, 2016) will continue to be available for spending, however, CVSD has the discretion to adjust the Year 2 allocation based on excess of Year 1 budgeted funds and availability of 2016 VOCA State allocation. Unspent funds as of September 30, 2017 **will** be deobligated.
 - b. Unspent CFA funds as of September 30, 2017 **may offset an eligible applicant's allocation in the next biennium (as per OAR 137-078-0015 (7,8)).**
- I. DOJ has the right to make or deny an award without talking to the applicant first. Complete and accurate applications are strongly encouraged.
- J. By submitting an application, an agency agrees to comply with all DOJ grant agreement requirements. A sample VOCA Grant Agreement is available on the CVSD website at: <http://www.doj.state.or.us/victims/pages/voca.aspx> and a sample CFA Grant Agreement is available on the CVSD website at: <http://www.doj.state.or.us/victims/pages/cfa.aspx>.

SECTION IV: GRANT APPLICATION CONTENTS

A. KEY THINGS TO REMEMBER WHEN USING CVSD E-GRANTS

- After saving a form, if there are errors, the CVSD E-Grants system will provide error messages at the top of a page directing the applicant to errors on a form.
- The E-Grants system will not allow an application to be submitted with error messages on any form within the application.
- Required fields have an asterisk (*), however, depending on the application other fields may need to be completed as well.
- Remember to click **“Save”** frequently to save the information you have written. The system will not save information if you go to the next page without saving. **Click on “Save” every time you think of it.**
- An applicant may want to consider completing narrative sections in a word processing program and pasting it into the appropriate section. Because the text boxes have limited character counts, using the character counting tool in a word processing program when creating your response may be helpful. Please see the CVSD E-Grants Applicant User Guide: *Application form completion: Copy and Paste* for additional information on this topic.
- Remember to have a person, other than the writer of the grant, review the application.

Instructions for completing all **FORMS** in this application can be found by clicking on the **SHOW HELP** button on each page in the E-Grants system.

B. PROGRAM INFORMATION: FORMS A-K

The CVSD E-Grants system allows the applicant to check the status of each form and see when the particular form was first created and last modified. When a form is complete, click on the button “mark as complete” and the icon next to the form name will show a check mark. This is an internal process and helps the applicant know when a form is complete. As each form is saved, the system will inform the applicant if there are errors. An applicant will be unable to submit the application until the errors are corrected in the application.

Applicants applying for VOCA funds are required to complete the following Forms:

Form A – Cover Page

Form B – Services Checklist

Form C – Underserved Funds – *if receiving VOCA Underserved funds*

Form D – Staff Roster

Form E – Board of Directors Roster & Information – *Nonprofit Agencies Only*

Form F – Volunteer Information

Form G – Crime Victim Compensation Information

Form H – Project Description

Form J – Coordination and Collaboration, Memorandum of Understanding, and Subcontracting

Form K – Uploads

Applicants applying for CFA funds are required to complete the following Forms:

Form A – Cover Page

Form D – Staff Roster

Form G – Crime Victim Compensation Information

Form H – Project Description

Form I – Policies and Procedures Narrative

Form J – Coordination and Collaboration, Memorandum of Understanding, and Subcontracting

Form K – Uploads

The CVSD E-Grants application is programmed so that applicants will generally see only the Forms pertinent to their application based on the implementing agency type entered by the applicant on the Cover Page, and the VOCA priority category(ies) entered by CVSD Fund Coordinators on the Cover Page.

C. PROGRAM BUDGET: FORMS L - P

Each applicant is requested to submit a two-year budget. **The tables in *Appendix A* and *Appendix B* list the allocations for year 1 and year 2.** Utilize the VOCA and the CFA boxes, as appropriate, to enter budget amounts in each of the forms. Text boxes to provide detailed explanations and calculations are provided for year 1 and year 2.

- a. For VOCA: When completing the budget forms, applicants may budget less than the year 1 allocation in year 1 and more than the year 2 allocation in year 2, however, the year 2 allocation cannot be spent prior to October 1, 2016 and the total budget, plus match, may not exceed the total 2-year allocation listed in *Appendix A*.
- b. For CFA: When completing the budget forms, applicants may budget the same, or differing amounts, for year 1 and 2, however, the total 2-year budget may not exceed the total 2-year allocation listed in *Appendix B*.

A list of allowable and unallowable costs and activities is provided as a reference in the most recent version of the VOCA Grant Management Handbook and the CFA Grant Management Handbook. Please read completely before completing this section.

D. MISCELLANEOUS

This Section is available should the applicant be directed by a Fund Coordinator to upload additional documents.

SECTION V: SUBMISSION INFORMATION

VOCA/CFA Non-Competitive grant applications must be submitted electronically through the CVSD E-Grants system. Applications will only be accepted through the CVSD E-Grants system. For instructions on how to submit your application, please review the “Submitting your Application” section of the CVSD E-Grants Applicant User Guide.

The application is due on:

TUESDAY, August 18, 2015

BY

11:59 p.m., Pacific Standard Time

IT IS IMPORTANT TO NOTE THAT ONCE AN APPLICATION IS SUBMITTED IT WILL ENTER INTO A “READ-ONLY” STATUS AND CANNOT BE CHANGED.

SECTION VI: APPLICATION REVIEW AND RESERVATION OF RIGHTS

A. APPLICATION REVIEW PROCESS

This is a non-competitive application process. Applications will be funded if they sufficiently meet the eligibility requirements and VOCA and CFA funds are issued to the State for sub-grants.

CVSD staff review applications internally and check to make sure they comply with VOCA and CFA guidelines. In order to assess each applicants' ability to provide the fiscal management, reporting and other terms required by this RFA and the CVSD grant agreement, staff will review program financial and service data at site visits (and other relevant information and reporting for grants active from 2012 through the present). CVSD staff may seek clarification from applicants on an application, including asking for additional information, and may require modifications from an applicant.

B. RESERVATION OF RIGHTS

CVSD reserves the right to:

1. Seek clarifications of each application, and/or to award a grant contract without further discussion of the proposals submitted;
2. Reject any and all applications received by reason of this request, or to negotiate separately in any manner necessary to serve the best interest of the public;
3. Determine, with its sole discretion, whether a proposal does or does not substantially comply with the requirements of this Application; and
4. Waive any minor irregularity, informality, or non-conformance with the provisions or procedures of this Application.

SECTION VII: MONITORING, REPORTING AND FINANCIAL REQUIREMENTS

A. GRANT MONITORING

CVSD will monitor each grantee receiving VOCA and CFA funding. The objective of monitoring is to assure that the grantee is: a) providing services as described in this RFA; b) spending grant funds as agreed; c) working towards funding objectives; and d) following appropriate fiscal procedures. Monitoring includes telephone and on-site visits intended to provide technical assistance and support program development. During desk reviews and on-site visits, CVSD staff will review all financial records and other supporting documentation for costs and expenditures related to CVSD administered grants.

B. AWARD CONDITIONS

CONDITIONAL AWARDS

- 1. Timely Completion of Grant Award Documents.** All grant awards are made conditional upon the timely completion of grant award documents. Funds are not considered obligated and will not be transferred until all required grant award documents have been signed by an applicant and by the CVSD designee. If grant award documents are not completed by an applicant within 3 months of the notice to the applicant of the intended award, CVSD may withdraw the award and has the authority to reallocate the funds that were conditionally awarded to the applicant.
- 2. Other Conditions.** All grant agreements issued by CVSD include conditions that must be satisfied by both parties to the agreement. In addition, CVSD may include additional conditions when circumstances exist that require a further showing of applicant's ability to successfully manage an award. For example, an award may be made conditionally if the grantee is not current in reporting for any previous grant award; has fewer than two full years of operational history in providing services to victims of crime; has not fully demonstrated the ability to successfully manage any previous CVSD awards; or has not demonstrated stability as required by this RFA. Examples of such additional conditions may include, but are not limited to a requirement of more frequent reporting to assure timeliness and accuracy or additional reports to document that grantee is successfully addressing an area of concern.

If one or more of these conditions exist, the applicant will be notified if a conditional award has been approved. The notice shall specify the conditions to be satisfied by the applicant and the date by which the conditions must be satisfied. When additional conditions are included in a Grant Agreement, Grantee's failure to satisfy those conditions shall be governed by the default and termination provisions included in the Grant Agreement.

C. PAYMENT OF AWARDS

- 1. For VOCA:** VOCA grant award payments are made on a reimbursement basis, meaning that grant funds are paid to grantee agencies after expenditures have been made. Payments to grantees are made when CVSD receives a Quarterly Financial Report form and all required accompanying reports. Sample language as to the payment of VOCA awards and the conditions precedent to payment are included in the sample CVSD VOCA Grant Agreement which can be viewed on the CVSD website.

2. For CFA: CFA grant award payments are made prospectively on a quarterly basis and not on a reimbursement basis. The first payment will be made upon the completion of required grant documents, including execution of the CVSD CFA Grant Agreement. Subsequent payments to Grantees are made when CVSD receives a Quarterly Financial Report form and all required accompanying reports. Sample language as to the payment of CFA awards and the conditions precedent to payment are included in the sample CVSD CFA Grant Agreement which can be viewed on the CVSD website.

As stated in the sample Grant Agreements, all payments are contingent upon funds being appropriated and available for distribution.

D. UNEXPENDED GRANT FUNDS

1. For VOCA: The VOCA grant Agreement provides that grant funds not expended within the grant term shall be deobligated and returned to CVSD. To the extent practicable and within its discretion CVSD will reobligate such funds based on the allocation formula, taking into consideration factors including: the amount of funds deobligated; the timing of the deobligation; and the alternatives for reobligating the funds. *To avoid deobligation of grant funds, applicants should consider redirecting funds in a timely manner as directed in the most recent version of the VOCA Grant Management Handbook.*
2. For CFA: If a CFA-funded Program does not expend all of its allocated funds for the period of time described in the grant, upon request of the Administrator, the Program shall explain to the satisfaction of the Administrator: (1) why the grant monies were not expended; and (2) how those monies will be incorporated into the next year's Program. If the Administrator finds that the failure to expend all of the previously allocated funds was due to circumstances beyond the reasonable control of the Program, the Administrator may permit a Program to retain some or all the funds for use in a subsequent grant (OAR 137-078-0015 (7)).

E. REPORTING REQUIREMENTS

In addition to the conditions specified in the preceding section ("Award Conditions") and as a condition of receiving a grant, recipients must adhere to the financial guidelines set forth in the fund specific CVSD Grant Agreement, a sample of which is available for each fund on the CVSD website.

All CVSD Grant Agreements provide that grantees who fail to meet any of the reporting requirements included in this section (financial, narrative and/or statistical) shall be considered to be in default under the Agreement. In such a case, CVSD has the right to terminate the grant. Please see Section 6 ("Termination and Default") of the CVSD Grant Agreement for additional information.

Reporting for this application will be done completely through the CVSD E-Grants system. See the reporting schedule at the end of this section. Details and training on reporting within the CVSD E-Grants system will be provided by CVSD staff.

1. Financial Reporting

Payments to Grantees are made when CVSD receives a Quarterly Financial Report (QFR) form, as described in the sample CVSD Grant Agreements. The QFRs that are due by October 31st must be accompanied by the required annual report in order for payment to be made. For VOCA, The QFRs that are due by April 30th and October 31st must be accompanied by the required CVSD Common Outcome Measures Quarterly Report in order for payment to be made.

2. Narrative Reporting Requirements

There will be two (2) annual reports submitted under this RFA. They will be due October 31, 2016 for Year 1 of the grant and October 31, 2017 for Year 2 of the grant and will be submitted as a part of the Progress Reports in E-Grants.

3. Statistical Reporting Requirements

CVSD Grant Agreement requires that Grantees report statistical data on a quarterly basis.

All statistical data must be as accurate as possible. Therefore, Grantees must be able to distinguish between new and ongoing clients, on at least a monthly basis, to make collection for the correct reporting period easier. It is essential that the proper data be collected and reported; such data will be used to comply with both state and federal requirements.

Grantees must carefully consider who their VOCA and CFA grant clients are in order to accurately collect and report relevant data. In general, clients are “identifiable individuals who receive direct services by the staff resources reflected in the VOCA and CFA grant budgets.” The following should be taken into account when determining how to collect VOCA and CFA statistics:

- Contacting the public individually, in groups, in person or otherwise, with information about the availability of services may be an important outreach activity, but does not constitute the actual provision of direct services; persons so contacted are not clients unless they actually receive the direct services; and
- Clients must be individually identifiable in order to ensure that data is unduplicated and to collect the necessary civil rights compliance information. The only exception is “Number of Phone Contacts.”

See the most recent version of the VOCA Grant Management Handbook for additional information on statistical and narrative reporting.

4. Reporting on CVSD Common Outcome Measures

All VOCA grant recipients are required to collect feedback on services provided using the currently prescribed common outcome measures listed below (these outcome measures may change with the final implementation of the VOCA Performance Measurement Tool). The client feedback will not be tied to the specific, VOCA funded project, but rather to all victim services provided by the program. Programs are asked to collect client feedback from at least 10% of appropriate clients with the goal of a 90% positive response. Grantees are only obligated to survey appropriate clients, and should specify which clients will be surveyed via an internal, agency policy. For example, no clients in crisis would be appropriate, whereas clients receiving follow-up services

may be more appropriate. Programs may use client feedback forms already in use in their agency. However, all programs are required to include the following measure that will be common across all VOCA funded programs:

“The program provided me with services that helped me make informed choices about my situation.”

In addition, programs must ask the following appropriate two discipline specific measures:

For programs serving **all types of victims of crime** (including Prosecutor Based Victim Assistance Programs):

1. As a result of the information I received from the Victim Assistance Program, I better understand my rights as a victim of crime.
2. The information given to me by the Victim Assistance Program helped me better understand the criminal justice system process as it relates to my case.

For programs serving primarily **victims of child abuse**:

1. The program staff treated my family with sensitivity and respect.
2. The program staff was supportive in helping me to access recommended treatment services for my child and family.

All grantees receiving VOCA funds are required to complete and submit the CVSD Common Outcome Measures reporting form in CVSD E-Grants.

All reporting will be submitted electronically through the CVSD E-Grants system according to the following schedule:

Reporting Period	Quarterly Financial, Statistical & Outcome Reports (VOCA only) Due	Annual Narrative Report Due
October 1 – December 31	January 31	N/A
January 1 – March 31	April 30	N/A
April 1 – June 30	July 20	N/A
July 1 – September 30	October 31	October 31

5. Maintain Civil Rights Information

Upon award, each Grantee is required to maintain statutorily required civil rights statistics on victims’ services by race, national origin, sex, age, and disability. This requirement is waived when the grant recipient is providing a service such as crisis line where soliciting the information may be inappropriate or offensive to the crime victim. Civil rights statistics must be included in the quarterly statistical reports submitted in CVSD E-Grants.

APPENDICES

Appendix A 2015-2017 VOCA Non-Competitive Program Allocations

Appendix B 2015-2017 CFA Non-Competitive Program Allocations

2015 - 2017 VOCA Non-Competitive Program Grant Allocations

Program	Maximum Year 1 Allocation	Maximum Year 2 Allocation	Total Match Amount	Total 15-17 Allocation (includes Match)
ABC House	\$37,132.00	\$37,132.00	\$18,566.00	\$92,830.00
Baker County District Attorney	\$22,586.00	\$22,586.00	\$11,293.00	\$56,465.00
Bay Area Hospital	\$24,568.00	\$24,568.00	\$12,284.00	\$61,420.00
Benton County District Attorney	\$39,805.00	\$39,805.00	\$19,902.50	\$99,512.50
CARES Northwest	\$111,831.00	\$111,831.00	\$55,915.50	\$279,577.50
Clackamas County District Attorney	\$95,225.00	\$95,225.00	\$47,612.50	\$238,062.50
Clatsop County District Attorney	\$30,407.00	\$30,407.00	\$15,203.50	\$76,017.50
Columbia County Child Assessment Ctr	\$23,024.00	\$23,024.00	\$11,512.00	\$57,560.00
Columbia County District Attorney	\$29,952.00	\$29,952.00	\$14,976.00	\$74,880.00
Coos County District Attorney	\$36,386.00	\$36,386.00	\$18,193.00	\$90,965.00
Crook County District Attorney	\$25,208.00	\$25,208.00	\$12,604.00	\$63,020.00
Curry County District Attorney	\$25,466.00	\$25,466.00	\$12,733.00	\$63,665.00
Deschutes County District Attorney	\$59,463.00	\$59,463.00	\$29,731.50	\$148,657.50
Douglas County District Attorney	\$48,153.00	\$48,153.00	\$24,076.50	\$120,382.50
Dougy Center Inc.	\$26,917.00	\$26,917.00	\$13,458.50	\$67,292.50
Elders in Action	\$26,917.00	\$26,917.00	\$13,458.50	\$67,292.50
Friends of the Child Advocacy Center	\$46,258.00	\$46,258.00	\$23,129.00	\$115,645.00
Gilliam County District Attorney	\$10,497.00	\$10,497.00	\$5,248.50	\$26,242.50
Grant County District Attorney	\$21,362.00	\$21,362.00	\$10,681.00	\$53,405.00
Harney County District Attorney	\$21,797.00	\$21,797.00	\$10,898.50	\$54,492.50
Hood River County District Attorney	\$24,382.00	\$24,382.00	\$12,191.00	\$60,955.00
Jackson County Child Abuse Task Force	\$37,499.00	\$37,499.00	\$18,749.50	\$93,747.50
Jackson County District Attorney	\$79,644.00	\$79,644.00	\$39,822.00	\$199,110.00
Janus Youth Programs	\$26,917.00	\$26,917.00	\$13,458.50	\$67,292.50
Jefferson County District Attorney	\$24,916.00	\$24,916.00	\$12,458.00	\$62,290.00
Josephine County District Attorney	\$39,102.00	\$39,102.00	\$19,551.00	\$97,755.00
Juliette's House	\$29,813.00	\$29,813.00	\$14,906.50	\$74,532.50
Kids Intervention and Diagnostic Ctr	\$35,521.00	\$35,521.00	\$17,760.50	\$88,802.50
Klamath County District Attorney	\$34,159.00	\$34,159.00	\$17,079.50	\$85,397.50
Klamath-Lake CARES	\$24,568.00	\$24,568.00	\$12,284.00	\$61,420.00
Lake County District Attorney	\$21,442.00	\$21,442.00	\$10,721.00	\$53,605.00
Lane County District Attorney	\$113,688.00	\$113,688.00	\$56,844.00	\$284,220.00
Liberty House	\$48,285.00	\$48,285.00	\$24,142.50	\$120,712.50
Lincoln County Children's Advocacy Ctr	\$23,326.00	\$23,326.00	\$11,663.00	\$58,315.00
Lincoln County District Attorney	\$32,456.00	\$32,456.00	\$16,228.00	\$81,140.00
Linn County District Attorney	\$52,506.00	\$52,506.00	\$26,253.00	\$131,265.00
Malheur County District Attorney	\$29,086.00	\$29,086.00	\$14,543.00	\$72,715.00
Marion County District Attorney	\$97,632.00	\$97,632.00	\$48,816.00	\$244,080.00

Program	Maximum Year 1 Allocation	Maximum Year 2 Allocation	Total Match Amount	Total 15-17 Allocation (includes Match)
Morrow County District Attorney	\$22,405.00	\$22,405.00	\$11,202.50	\$56,012.50
Multnomah County District Attorney	\$218,526.00	\$218,526.00	\$109,263.00	\$546,315.00
Next Door, Inc.	\$26,917.00	\$26,917.00	\$13,458.50	\$67,292.50
Northwest Human Services, Inc.	\$32,111.00	\$32,111.00	\$16,055.50	\$80,277.50
Old Mill Center	\$26,917.00	\$26,917.00	\$13,458.50	\$67,292.50
Parents of Murdered Children	\$26,917.00	\$26,917.00	\$13,458.50	\$67,292.50
Polk County District Attorney	\$39,086.00	\$39,086.00	\$19,543.00	\$97,715.00
Portland Police Bureau	\$42,390.00	\$42,390.00	\$21,195.00	\$105,975.00
Portland State University - DART	\$47,390.00	\$47,390.00	\$23,695.00	\$118,475.00
Relief Nursery, Inc.	\$30,695.00	\$30,695.00	\$15,347.50	\$76,737.50
Sherman County District Attorney	\$10,614.00	\$10,614.00	\$5,307.00	\$26,535.00
Tillamook County District Attorney	\$25,751.00	\$25,751.00	\$12,875.50	\$64,377.50
Umatilla County District Attorney	\$41,946.00	\$41,946.00	\$20,973.00	\$104,865.00
Union County District Attorney	\$25,872.00	\$25,872.00	\$12,936.00	\$64,680.00
Wallowa County District Attorney	\$21,057.00	\$21,057.00	\$10,528.50	\$52,642.50
Wasco County District Attorney	\$26,602.00	\$26,602.00	\$13,301.00	\$66,505.00
Washington County District Attorney	\$128,877.00	\$128,877.00	\$64,438.50	\$322,192.50
Washington County Sheriff's Office	\$39,890.00	\$39,890.00	\$19,945.00	\$99,725.00
Wheeler County District Attorney	\$10,248.00	\$10,248.00	\$5,124.00	\$25,620.00
Yamhill County District Attorney	\$41,519.00	\$41,519.00	\$20,759.50	\$103,797.50
Total	\$2,423,626.00	\$2,423,626.00	\$1,211,813.00	\$6,059,065.00

2015 - 2017 CFA Non-Competitive Program Grant Allocations

County	Year 1 Allocation	Year 2 Allocation	Total 2015-2017 Allocation
Baker County District Attorney	\$ 17,327.56	\$ 17,327.56	\$ 34,655.12
Benton County District Attorney	\$ 56,379.00	\$ 56,379.00	\$ 112,758.00
City of Beaverton City Attorney	\$ 34,104.00	\$ 34,104.00	\$ 68,208.00
City of Eugene City Attorney	\$ 19,564.00	\$ 19,564.00	\$ 39,128.00
Clackamas County District Attorney	\$ 181,955.00	\$ 181,955.00	\$ 363,910.00
Clatsop County District Attorney	\$ 34,811.00	\$ 34,811.00	\$ 69,622.00
Columbia County District Attorney	\$ 32,046.00	\$ 32,046.00	\$ 64,092.00
Coos County District Attorney	\$ 47,343.79	\$ 47,343.79	\$ 94,687.58
Crook County District Attorney	\$ 22,617.00	\$ 22,617.00	\$ 45,234.00
Curry County District Attorney	\$ 20,982.00	\$ 20,982.00	\$ 41,964.00
Deschutes County District Attorney	\$ 98,569.00	\$ 98,569.00	\$ 197,138.00
Douglas County District Attorney	\$ 68,671.68	\$ 68,671.68	\$ 137,343.36
Gilliam County District Attorney	\$ 11,247.64	\$ 11,247.64	\$ 22,495.28
Grant County District Attorney	\$ 13,415.63	\$ 13,415.63	\$ 26,831.25
Harney County District Attorney	\$ 13,929.02	\$ 13,929.02	\$ 27,858.05
Hood River County District Attorney	\$ 29,863.56	\$ 29,863.56	\$ 59,727.12
Jackson County District Attorney	\$ 134,104.00	\$ 134,104.00	\$ 268,208.00
Jefferson County District Attorney	\$ 21,555.00	\$ 21,555.00	\$ 43,110.00
Josephine County District Attorney	\$ 53,366.00	\$ 53,366.00	\$ 106,732.00
Klamath County District Attorney	\$ 47,037.68	\$ 47,037.68	\$ 94,075.36
Lake County District Attorney	\$ 13,431.16	\$ 13,431.16	\$ 26,862.32
Lane County District Attorney	\$ 194,155.00	\$ 194,155.00	\$ 388,310.00
Lincoln County District Attorney	\$ 38,566.22	\$ 38,566.22	\$ 77,132.43
Linn County District Attorney	\$ 82,307.00	\$ 82,307.00	\$ 164,614.00
Malheur County District Attorney	\$ 32,924.64	\$ 32,924.64	\$ 65,849.28
Marion County District Attorney	\$ 190,660.00	\$ 190,660.00	\$ 381,320.00
Morrow County District Attorney	\$ 15,852.96	\$ 15,852.96	\$ 31,705.92
Multnomah County District Attorney	\$ 436,797.00	\$ 436,797.00	\$ 873,594.00
Polk County District Attorney	\$ 53,670.00	\$ 53,670.00	\$ 107,340.00
Sherman County District Attorney	\$ 11,218.70	\$ 11,218.70	\$ 22,437.40
Tillamook County District Attorney	\$ 23,275.00	\$ 23,275.00	\$ 46,550.00
Umatilla County District Attorney	\$ 58,403.00	\$ 58,403.00	\$ 116,806.00
Union County District Attorney	\$ 33,193.00	\$ 33,193.00	\$ 66,386.00
Wallowa County District Attorney	\$ 13,138.10	\$ 13,138.10	\$ 26,276.21
Wasco County District Attorney	\$ 24,557.00	\$ 24,557.00	\$ 49,114.00
Washington County District Attorney	\$ 220,707.00	\$ 220,707.00	\$ 441,414.00
Wheeler County District Attorney	\$ 10,806.83	\$ 10,806.83	\$ 21,613.66
Yamhill County District Attorney	\$ 60,028.00	\$ 60,028.00	\$ 120,056.00
Total	\$2,472,579.17	\$2,472,579.17	\$4,945,158.33