

**OREGON DEPARTMENT OF JUSTICE
CRIME VICTIM AND SURVIVOR SERVICES DIVISION**



**2023-2025 JOINT NON-COMPETITIVE GRANT FUNDS
REQUEST FOR APPLICATIONS (RFA)
FOR AWARDS FROM:**

- **Oregon Department of Justice**
 - **Oregon Domestic & Sexual Violence Services (ODSVS) Fund**
 - **Victims of Crime Act (VOCA) Grant Fund**
 - **Violence Against Women Act (VAWA) STOP Formula Grant Fund**
- **Oregon Department of Human Services**
 - **Domestic Violence (ODHS/DV) Fund**
 - **Sexual Assault (ODHS/SA) Fund**

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Crime Victim and Survivor Services Division
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GRANT OPPORTUNITY SUMMARY

- Opportunity Type:** Non-Competitive
- RFA Release Date:** This solicitation released on May 12, 2023. Each application is initiated by ODOJ CVSSD and completed by the applicant.
- RFA Deadline:** All applications are due by 4:59 p.m. PDT on Friday, June 9, 2023. (See Submission Dates and Times)
- Award Period:** July 1, 2023– June 30, 2025
- Total Funding Available:** 2023-2025 funding level is pending legislative action.
- Number of Grantees:** 58 eligible grantees
- Matching Requirement:** Historically 25% of the VOCA award unless waived by ODOJ CVSSD; ODHS DV funds match (25% of the MLT award; 25% of the CFA-DV award; 20% of the FVPSA award)
- Application**
- Teleconference Calls:** May 17 and May 22, 2023. See page 2 for details.
- Purpose:** Joint Non-Competitive Grant Funds place emphasis on advancing equity and meaningful community engagement, providing meaningful access to effective services for all survivors of domestic and sexual violence, stalking and dating violence, and creating a stable system of service to the extent possible.
- Eligibility:** An applicant must be a non-profit organization, a federally recognized Tribal Nation in Oregon, or a victim services division or program of a non-profit organization or tribal government, whose primary purpose is to serve victims and survivors of domestic violence, sexual assault, stalking, and/or dating violence.

TABLE OF CONTENTS

Section I: Resources for this Application	1
Amendments to the Application.....	1
Joint Application Teleconference Schedule and Timetable.....	2
Staff Contact Information	3
Section II: Requirements for all ODOJ CVSSD Funds	4
A. Eligibility	4
B. Common Requirements	4
C. Possible Outcomes of Non-Compliance	5
Section III: Overview of the Joint Non-Competitive Funds	7
A. Introduction	7
B. Eligibility.....	8
C. Specific Requirements of the Joint Non-Competitive Funds.....	9
Section IV: Allocations and Grant Awards	16
A. Allocation of Joint Non-Competitive Grant Funds	16
B. Award Amount	17
C. Award Conditions.....	18
D. Payment of Awards	18
E. Unexpended Funds and De-obligation of Funds	19
Section V: General Instructions	20
Section VI: Monitoring and Reporting Requirements	22
A. Grant Monitoring.....	22
B. Default	22
C. Performance Measures	22
D. Progress Reporting Requirements	23
E. Financial Reporting Requirements.....	24
Section VII: Information Specific to ODSVS Funding	25
A. Authorized Purpose Areas and Priorities.....	25
B. Allowable and Unallowable Services and Costs.....	25
C. Budgets and Unexpended Funds	26
Section VIII: Information Specific to VOCA Funding	27
A. Purpose.....	27

B. Priority Areas	27
C. Direct Services	27
D. Eligibility Requirements.....	28
E. Allowable and Unallowable Costs	29
Section IX: Information Specific to VAWA STOP Formula Grant Funding	30
A. Purpose.....	30
B. Priority Areas	30
C. Eligibility Requirements.....	31
D. Allowable and Unallowable Costs	32
Section X: Information Specific to ODHS Funding	34
Family Violence Prevention & Services Act	34
A. Purpose.....	34
B. Allowable and Unallowable Costs	34
Criminal Fines Assessment Account	35
Marriage License & Domestic Partnership Surcharge	35
Section XI: Submission Information.....	36
Section XII: Application Review and Award Decisions	37
A. Application Review Process.....	37
B. Reservation of Rights.....	37
C. Review of ODOJ CVSSD and ODHS Award Decisions.....	37

APPENDICES

Appendix A. Glossary of Terms	39
Appendix B. Eligible Applicants for Joint Non-Competitive Grant Funds	46

SECTION I: RESOURCES FOR THIS APPLICATION

Throughout this document, the Oregon Department of Justice Crime Victim and Survivor Services Division is referred to as ODOJ CVSSD and the Oregon Department of Human Services as ODHS. The 2023-2025 Joint Non-Competitive Grant Funds Request for Applications is referred to as the 'Joint Application' or the 'RFA'.

The ODOJ CVSSD E-Grant Application Instructions provide guidance for each line item in the application. The Instructions can be found on the landing page or the Forms Menu in the E-Grants Joint Application.

The ODOJ CVSSD E-Grant Applicant User Guide answers questions about navigating the system. The Guide can be found at [https://www.doj.state.or.us/crime-victims/grantees/ODOJ CVSSD-e-grants-information/](https://www.doj.state.or.us/crime-victims/grantees/ODOJ%20CVSSD-e-grants-information/).

New to E-Grants? Watch a recorded training webinar about E-Grants.

- <https://youtu.be/zwWWrjk7ND8> (E-Grants Training with ASL)
- <https://youtu.be/wimmaQyzUMw> (E-Grants Training without ASL)

A **Sample Grant Agreement for ODOJ CVSSD Joint Non-Competitive Funds (VOCA, VAWA, and ODSVS)** is available on the ODOJ CVSSD website: <https://www.doj.state.or.us/crime-victims/grant-funds-programs/oregon-domestic-and-sexual-violence-services-odsvs-fund/>

ODOJ CVSSD's guidelines for VOCA, VAWA and ODSVS Funding are posted in the application menu of the E-Grants Joint Application. **ODHS guidelines for Domestic Violence Funds and Sexual Assault Funds** are posted <http://www.oregon.gov/DHS/ABUSE/DOMESTIC/Pages/resources.aspx>.

AMENDMENTS TO THE APPLICATION

ODOJ CVSSD may amend the 2023-2025 Joint Non-Competitive Grant Funds Request for Applications. Amendment(s) are posted on the ODOJ CVSSD E-Grants system as a document link on the forms menu of the application.

Applicants are responsible to enter and save all application information in the ODOJ CVSSD E-Grants system. ODOJ CVSSD accepts no responsibility for applicants who miss or fail to provide information in the Joint Application and the E-Grants system.

Applicants may submit formal requests for clarification of a provision in this RFA. Requests must be submitted by email or telephone to one of the Fund Coordinators listed above. Requests must be received by Wednesday, May 31, 2023 to be considered. ODOJ CVSSD will promptly respond to each formal request for clarification. Formal requests for clarifications received after this date may or may not receive a response based on the sole discretion of ODOJ CVSSD. ODOJ

ODOJ CVSSD may also informally respond to applicants' questions with responses that do not affect the provisions of the 2023-2025 Joint Application.

JOINT APPLICATION TELECONFERENCE SCHEDULE

Applicants are strongly encouraged to attend one of the two teleconference/on-line sessions listed below. Applicants may choose either date. No registration is necessary.

Date	Time	Link
Wednesday, May 17, 2023	2:00 to 3:30 pm	Join ZoomGov Meeting https://www.zoomgov.com/j/1603154586?pwd=T1dzNGZSUU9ac2ZCa2gwb3oxYzhkQT09 Meeting ID: 160 315 4586 Passcode: 489371 One tap mobile +1 669 254 5252, US San Jose +1 415 449 4000, US Spanish Line
Monday, May 22, 2023	10:00 to 11:30 am	Join ZoomGov Meeting https://www.zoomgov.com/j/1614359086?pwd=OHNPRCtIWEFWbDMvaigvREh5S2hvdz09 Meeting ID: 161 435 9086 Passcode: 591709 One tap mobile +1 669 254 5252 US San Jose +1 415 449 4000 US Spanish Line

TIMETABLE FOR APPLICATION REVIEW AND GRANT AWARDS

Date	Activity
May 12, 2023	Request for applications released
May 31, 2023	Requests for changes/amendments to the application DUE
June 2, 2023	Final changes/amendments to the application POSTED
Friday, June 9, 2023	Application DUE at 4:59 pm PST
June 2023	Applications reviewed & initial requests for modifications
July 1, 2023	2023-2025 VAWA and ODSVS award periods begin

July and August 2023	Allocations finalized; applicants notified of award amounts; applicants complete budgets; budgets reviewed; additional requests for modifications if necessary; grant agreements signed; grant funds awarded
October 1, 2023	2023-2025 VOCA and ODHS award periods begin

CONTACT INFORMATION

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Salem, OR 97301

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Oregon Department of Human Services
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Salem, Oregon 97301-1067

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SECTION II: REQUIREMENTS FOR ALL ODOJ CVSSD FUNDS

ODOJ CVSSD has established universal requirements for any application for state and federal grant funds administered by ODOJ CVSSD. These requirements include:

A. ELIGIBILITY

To be eligible for this funding through ODOJ CVSSD, applicants must meet all eligibility criteria listed in Section III of this RFA.

B. COMMON REQUIREMENTS

1. **Advancing equity and meaningful community engagement** (applicable only to non-profit organizations representative of the dominant culture)¹
 - a. All applicants must have a written plan of action in place to ensure they are advancing the values and practices of diversity, equity, and inclusion in the work of the organization/agency. All staff and designated leadership should be involved in the development and implementation of the plan.
 - b. All applicants must have a written plan of action in place for outreach to and community coordination with culturally specific programs in their service area serving communities of color, LGBTQIA2S+, people with disabilities, Tribal Nations, and other populations impacted by inequity^{2,3,4,5}. All staff and designated leadership should be involved in the development and implementation of the plan.

2. **Meaningful access to effective services supported with ODOJ CVSSD funds**

All applicants must have written plans or other materials to describe how they provide meaningful access to effective services. At minimum, plans must describe how:

- a. Victims/survivors are provided with timely information to make informed choices; services are voluntary and provided at no cost to victims/survivors.
- b. Victims/survivors are provided information on how to apply for Crime Victim Compensation.
- c. Services are victim/survivor-centered and encourage self-determination and informed decision making.

¹ Dominant culture refers to organizations/services that are not culturally specific. A dominant culture is one whose values, language, and ways of behaving are imposed on others through social or other pressures. Most of the nonprofit organizations identified in this RFA are considered dominant culture.

² https://www.doj.state.or.us/wp-content/uploads/2020/12/Summer_2020_Community_Conversations_Summary_Report.pdf

³ <https://www.ohsu.edu/inclusive-language-guide>

⁴ https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nation_listening_tour.pdf

⁵ https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nations_county_service_area.pdf

- d. There is planning and coordination of services when more than one provider is involved (co-advocacy).
- e. Referral processes are designed to care for and serve the best interest of victims/survivors. Referrals must ensure that victims/survivors feel supported while being connected to other services. Referrals are “warm hand-offs” not “drop-offs”.

3. Confidentiality and Advocate-Victim Privilege (for victim service providers only)

- a. Such requirements are mandated by state and federal law and required by ODOJ CVSSD. The laws are considered best practice to protect victim privacy and are consistent with other confidentiality provisions.
- b. For more specific requirements, see grant fund specific pages in this RFA and Guidelines for Confidentiality Policies: <https://www.doj.state.or.us/wp-content/uploads/2022/12/Guidelines-for-Confidentiality-Policies.9508596.pdf>

4. Effective Services and Sound Administrative and Financial Management

- a. Risk assessments are completed and submitted with application.
- b. Financial and progress reports are true, accurate, timely, and complete.
- c. ODOJ CVSSD conducts regular monitoring (Financial Report Verifications, Administrative & Financial Desk Reviews, and Site Visits).
- d. True and accurate financial records kept in accordance with Generally Accepted Accounting Principles (GAAP) and federal Uniform Guidance.

5. Training

All grant-funded staff, volunteers/interns, and board/governing body members are trained as appropriate as outlined in this RFA.

6. Compliance with Relevant State and Federal Laws

Applicants must comply with relevant federal and state laws. These include civil rights laws and regulations prohibiting discrimination in federally assisted programs or activities (i.e., Civil Rights Act of 1964, Equal Employment Opportunity Act of 1972, Americans with Disabilities Act of 1990, Limited English Proficiency guidelines), state insurance requirements, and Uniform Guidance 2 CFR Part 200.

7. Compliance with Fund Specific Guidance in this RFA.

C. POSSIBLE OUTCOMES OF NON-COMPLIANCE

ODOJ CVSSD is responsible for ensuring that a subrecipient is in compliance with the general or specific terms and conditions of an award. If a determination of non-compliance

is made, ODOJ CVSSD will take one or more of the following actions in accordance with 2 CFR Part 200 and the ODOJ CVSSD grant agreement.

1. Perform additional project monitoring.
2. Establish corrective action plan(s) to address areas of concern.
3. Require the subrecipient to obtain technical or management assistance.
4. Place special conditions on subrecipient with moderate to high risk assessment scores.
5. Require payments as reimbursements rather than advance payments.
6. Perform monthly check-ins with fund coordinator.
7. Require monthly financial or progress reporting, or supplemental reports as requested by the fund coordinator.
8. Temporarily withhold cash payments pending correction of a deficiency.
9. Disallow all or part of the cost of an activity or action not in compliance.
10. Wholly or partially suspend or terminate the award.
11. Withhold further awards for the project or program.
12. Take other remedies that may be legally available.

SECTION III: OVERVIEW OF THE JOINT NON-COMPETITIVE FUNDS

A. INTRODUCTION

In 2006, ODOJ CVSSD and ODHS established a joint formula for effectively distributing non-competitive federal and state grant funds to non-profit organizations that provide advocacy services to victims and survivors of domestic violence and sexual assault across the state. In 2013, Tribal Nations victim services programs were added. The formula was recommended after completion of a study that focused on geographic equity and attempted to reconcile the needs of rural and urban service providers. The formula is designed to provide funding for three FTE staff in each county or service area to meet the critical response needs of survivors. Even at its inception, it was recognized that the formula only set a floor for funding and is far from adequate to appropriately serve the needs of survivors. Thus, the formula and this application for funds is not intended to meet the full funding needs of organizations and Tribal Nations identified as recipients within the joint formula. The formula established a base amount for each service area regardless of population, with the remaining funds being distributed by population for each service area. To learn more about the history and structure of the joint formula, visit ODOJ CVSSD’s [website](#).

This RFA is issued jointly by ODOJ CVSSD and ODHS. ODOJ CVSSD and ODHS may provide grant award funding from these sources of funds:

ODOJ CVSSD	ODHS
<p>Oregon Domestic and Sexual Violence Services (ODSVS)</p> <p>Victims of Crime Act (VOCA)</p> <p>Violence Against Women Act (VAWA) STOP Formula Grant</p>	<p>Domestic Violence (DV) Fund including the state surcharge on marriage licenses (MLT fund) and funding from the Criminal Fine Account (CFA/DV) and Federal Family Violence Prevention and Services Act (FVPSA)</p> <p>Sexual Assault (SA) Fund from the Criminal Fine Account (CFA/SA)</p>

The Joint Non-Competitive Funds place emphasis on **1) advancing equity and meaningful community engagement, 2) providing meaningful access to effective services** for all survivors of domestic violence, sexual assault, dating violence, and stalking, and **3) creating a stable system of service** to the extent possible.

This application is scheduled for a two-year grant cycle (2023-2025) contingent upon the availability of funds and based upon the fiscal year of the individual funding source. Grants may be amended by ODOJ CVSSD or ODHS to change term length to accommodate reductions in, supplements to, or other changes in award funding. Applicants are encouraged to read the

entirety of this RFA and corresponding instructions prior to completing the application forms in the ODOJ CVSSD E-Grants system.

B. ELIGIBILITY

Eligibility is limited to applicants that are currently receiving Joint Non-Competitive Grant funds. The eligible applicants listed in Appendix B are either:

- a non-profit organization⁶;
- a federally recognized Tribal Nation in Oregon, or
- a victim services division or program of a non-profit organization or tribal government.

Applicants' primary purpose must be to serve victims and survivors of domestic violence, sexual assault, stalking, and/or dating violence. Applicants must currently provide certain services to victims and survivors of domestic violence, sexual assault, stalking, and/or dating violence prior to applying for the Joint Non-Competitive Grant funds. These services must include:

- Advocacy and co-advocacy for victims and survivors
- Safe and confidential response to crisis calls
- 24-hour crisis line (non-profit organizations only)
- Emergency housing and shelter (shelter facilities, safe houses, motel stays)
- Secure and stable housing (transitional, permanent, housing vouchers, rapid re-housing)
- Emergency assistance
- Safety planning
- Sexual assault services
- Culturally specific and/or culturally responsive services

For non-profit organizations, the applicant may establish a memorandum of understanding, subcontract or subaward with another non-profit organization to provide a 24-hour crisis line. Many Tribal Nations victim service programs have developed a separate crisis line response in Indian Country. However, Tribal Nations victim services programs are not required to independently operate a 24-hour crisis line as a condition of the grant funding. Nor are they required to partner with a non-profit organization to operate a 24-hour crisis line as a condition of funding. Tribal victim service programs may refer survivors to the nonprofit program for the county emergency shelter in their "tribal county service area"⁷ as a primary resource. Nonprofit organizations receive grant funds based on the entire population of the county (which includes survivors from Tribal Nations that nonprofit organizations are required to serve). Refer to the county service areas for Oregon's Tribal Nations [here](#).

⁶ A nonprofit organization is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code. This does not apply to applicants that are tribal governmental organizations or governmental entities.

⁷ https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nations_county_service_area.pdf

C. SPECIFIC REQUIREMENTS OF THE JOINT NON-COMPETITIVE FUNDS

ODOJ CVSSD and ODHS share specific requirements for all state and federal funding contained in the application for Joint Non-Competitive Funds. By submitting an application, the applicant signifies its intent to comply with the requirements described here in Section III.C.⁸

1. Advancing Equity and Meaningful Community Engagement

Only applicants representing dominant culture non-profit organizations must respond to this section on advancing equity and meaningful community engagement and answer questions on Form D. Advancing Equity and Meaningful Community Engagement of the E-Grants application.

Equity and meaningful community engagement are rooted in empathy and humility, and demonstrated when organizations are connected to, giving space to, and creating access for people of all walks of life, backgrounds, abilities, culture, and beliefs. Survivors who choose to participate in programs and services benefit most when they feel a sense of belonging and acceptance. These kinds of environments are fostered when applicants seek out other voices and perspectives of those with lived experiences to influence the organization's decision making and planning.

Applicants representing dominant culture organizations have a responsibility to ensure their services and practices meet the diverse and complex needs of the people and the community they serve. This is best achieved when there is a plan to describe how an organization is intentionally shifting their practices to enhance equity, address oppression, and reduce disparities. For this reason, ODOJ CVSSD and ODHS require that certain applicants demonstrate their commitment to advancing equity with a written plan and/or other materials. **Applicants representing dominant culture organizations must submit a written plan and/or other materials that articulate their values, activities, action plans and frameworks to advance equity.** Further guidance for what may be included in a written plan is provided on Form D. Advancing Equity and Meaningful Community Engagement of the EGrants application.

ODOJ CVSSD and ODHS will evaluate plans and materials to ensure that applicants are taking steps to advance equity through their programs, services, and practices. ODOJ CVSSD will place supplemental conditions on a grant award for applicants who do not already have written plans and/or materials for advancing equity. Supplemental conditions will instruct applicants to create a plan within 180 days of the first day of the grant award period, including a review of draft materials within the first 90 days. ODOJ CVSSD and ODHS staff will monitor the progress of applicants towards completion of these plans. Applicants must keep in mind possible outcomes of non-compliance outlined in Section II.C should this requirement not be met. Applicants may also consider helpful resources like the [National Equity Project](#), [Why Diversity](#),

⁸ Section III.C.1 (advancing equity and meaningful community engagement) does not apply to non-profit organizations exclusively providing culturally specific services or Tribal Nations victim services programs.

[Equity, Inclusion Matter for Nonprofits](#) and [Diversity on Nonprofit Boards](#) from the National Council of Nonprofits, or [Strategies to Recruit, Hire & Sustain Diversity in the Workplace](#) from Caminar Latino and the National Resource Center for Reaching Victims.

Applicants representing dominant culture organizations have a responsibility to engage with their communities. They do this through outreach to and coordination of services and activities with other service providers. It is especially important that applicants engage with service providers that represent and serve communities of color, LGBTQIA2S+, people with disabilities, Tribal Nations, and other populations impacted by inequity.^{9, 10, 11, 12, 13} This is best achieved when there is a plan that describes how an organization is: (1) listening to and assessing the needs of the community, (2) strengthening existing partnerships and building new partnerships, and (3) conducting outreach to survivors who have not accessed services before. (To learn more about your community, refer to resources such as your local [Community Health Assessments/Community Health Improvement Plans](#), ODOJ's [Opening Pathways to Justice and Improving Support for Populations Impacted by Inequity](#), or ODOJ's [Tribal Nations Listening Tour](#).) ODOJ CVSSD and ODHS requires that certain applicants demonstrate their commitment to meaningful community engagement with a written plan and/or other materials. **Applicants representing dominant culture organizations must submit a written plan and/or other materials that articulate their values, activities, action plans and frameworks for meaningful community engagement.** Further guidance for what may be included in a written plan is provided on [Form D. Advancing Equity and Meaningful Community Engagement](#) of the E-Grants application.

ODOJ CVSSD and ODHS will evaluate plans and materials to ensure that applicants are taking steps to meaningfully engage the community through its programs, services, and practices. ODOJ CVSSD will place supplemental conditions on a grant award for applicants who do not already have written plans and/or materials for meaningful community engagement. Supplemental conditions will instruct applicants to create a plan within 180 days of the first day of the grant award period. ODOJ CVSSD and ODHS staff will monitor the progress of applicants towards completion of these plans. This includes a review of draft materials within the first 90 days. Applicants must keep in mind possible outcomes of non-compliance outlined in Section II.C should this requirement not be met. Applicants may also consider helpful resources such as the [Nonprofits Integrating Community Engagement Guide](#) from the Building Movement Project, [Best Practices for Meaningful Community Engagement](#) by Groundwork USA, [Meaningful Community Engagement for Health and Equity](#) from the Centers for Disease Control and Prevention, or [University of Kansas' Community Toolbox](#).

⁹ https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nation_listening_tour.pdf

¹⁰ https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nations_county_service_area.pdf

¹¹ https://www.doj.state.or.us/wp-content/uploads/2020/12/Summer_2020_Community_Conversations_Summary_Report.pdf

¹² <https://www.ohsu.edu/inclusive-language-guide>

¹³ <https://www.oregon.gov/oha/HPA/dsi-tc/Pages/chps-chp-progress-reports.aspx>

Note: Involvement in community coordination efforts is a component of, not a substitute for, meaningful community engagement. Applicants are expected to be involved in community coordination efforts such as domestic or sexual violence response teams, child abuse multidisciplinary teams, and local or regional partnerships. These coordination efforts may include Tribal Nations, criminal justice system partners, and other social service providers. Applicants may also propose formal collaborations through non-binding agreements (i.e., Memorandum of Understanding), or by subcontracting or subawarding funds available through this application. If proposing an MOU, subcontract, or subaward, the applicant must show that the partner entity can perform the delegated services, satisfy the grant terms and conditions, and not impair the applicant’s provision of services funded through the Joint Non-Competitive Grant. MOUs, subcontracts, and subawards must be reviewed and approved by ODOJ CVSSD prior to implementation on a Joint Non-Competitive award.

2. Meaningful Access to Effective Services

Meaningful access to effective services for all survivors is a longstanding value of the Joint Non-Competitive Grant funds. ODOJ CVSSD and ODHS recognizes effective services as survivor centered, trauma-informed, and culturally responsive. Survivors have the right to self-determination and to make informed decisions about the services they receive. This can only happen when organizations and programs respect survivors’ cultural, gender, and other intersecting identities and assist them in obtaining and providing services that meet their unique needs. Survivors must be able to express themselves in their preferred language and to receive the necessary accommodations for them to fully participate in services.

In circumstances where other resources are needed for a survivor, applicants may make referrals *only if* those referrals connect them to an appropriate partner organization or program. Referrals should always be “warm hand offs” not “cold drop offs” and made with the consent of the survivor. More importantly, organizations and programs must continue its services with a survivor while it works with another provider to serve that person. This is especially true when working in partnership with culturally specific organizations and Tribal Nations programs. For dominant culture organizations, having these kinds of partnerships does not release them from their obligation to provide culturally specific or culturally responsive services.

ODOJ CVSSD and ODHS requires that all applicants demonstrate their commitment to meaningful access to effective services. This is accomplished through written plans and/or other materials that address how the following types of services are provided and evaluated for accessibility and effectiveness:

- Safe and confidential response to crisis calls
- 24-hour crisis lines (for non-profit organizations only)
- Emergency housing or shelter (shelter facilities, safe houses, motel stays)
- Secure and stable housing (transitional, permanent, housing vouchers, rapid re-housing)
- Emergency Assistance

- Co-advocacy¹⁴
- Safety planning
- Sexual assault services
- Culturally specific and/or culturally responsive services (for dominant culture non-profit organizations only)

Applicants may also offer written plans and/or other materials about other services such as:

- Follow-up advocacy when safe and at request of the survivor
- Legal advocacy
- Legal services
- Primary prevention (ODSVS and ODHS funds only)
- Outreach
- Transportation

Further descriptions of these service types are found in Appendix A of the RFA. Services to survivors must be voluntary and provided at no charge to the survivor. Each source of funding within the Joint Non-Competitive Grant identifies its own requirements for allowable services. Refer to fund-specific information and guidelines to learn more.

ODOJ CVSSD and ODHS will evaluate plans and materials to ensure that Applicants are taking steps to ensure meaningful access to effective services through its programs, services, and practices. ODOJ CVSSD accepts materials such as procedure manuals that describe what and how services are delivered and by whom. Applicants may also submit written strategies, methodologies and practices for evaluation and measurement of outputs and outcomes relating to accessibility and effectiveness. ODOJ CVSSD will place supplemental conditions on a grant award for applicants who do not already have written plans and/or materials for meaningful access to effective services. Supplemental conditions will instruct applicants to create a plan within 180 days of the first day of the grant award period. ODOJ CVSSD and ODHS staff will monitor the progress of applicants towards completion of these plans. This includes a review of draft materials within the first 90 days. Applicants must keep in mind possible outcomes of non-compliance outlined in Section II.C should this requirement not be met.

Applicants may also consider helpful resources such as [Achieving Excellence: Model Standards for Serving Victims and Survivors of Crime \(Model Standards\)](#) by the Office for Victims of Crime, [Providing Accessible and Effective Services to Survivors of Sexual Assault with Disabilities](#) by End Abuse of People with Disabilities, the National Council of Nonprofits [Evaluation and Measurement of Outcomes](#) or the Community Tool Box [Implementing Effective Interventions, Documenting Progress and Using Feedback](#), and [Making Outcomes Matter](#).

¹⁴ Policies and procedures for co-advocacy partnerships need to be in place before implementation.

3. Sexual Assault Services

Applicants may provide sexual assault services exclusively or in conjunction with services for survivors of domestic violence, stalking or dating violence. All applicants must be prepared to provide services that meet the immediate needs of survivors of sexual assault. This may include emotional support, information, referrals, and advocacy. Advocacy for survivors of sexual assault may involve taking a crisis call, meeting someone at a hospital for a forensic exam, helping with sexual abuse protective orders, or assisting with basic needs like safe housing and transportation. The applicant must ensure appropriate and specialized training is provided to all staff who work with survivors of sexual assault. Applicants must also demonstrate participation in community coordination efforts around sexual assault (e.g., sexual assault response teams).

All applicants will answer a question about their sexual assault services on Form E. Meaningful Access to Effective Services of the E-Grants application.

4. Culturally Specific or Culturally Responsive Services

Only applicants representing dominant culture non-profit organizations will answer a question about culturally specific or culturally responsive services on Form E. Meaningful Access to Effective Services of the E-Grants application.

Culturally responsive services are respectful of, and relevant to, the beliefs, practices, culture and linguistic needs of diverse survivor populations and communities. These are communities whose members identify as having cultural or linguistic affiliations by virtue of their place of birth, ancestry or ethnic origin, religion, preferred language, or language spoken at home. Culturally responsive organizations and programs demonstrate capacity to respond to the needs and concerns of diverse communities at the interpersonal, institutional, and structural levels. This commitment to cultural responsiveness continually places first the interests of survivors and communities who are impacted by inequity.

Dominant culture organizations that value and prioritize culturally responsive services will reflect this authentically in the workplace and in partnerships with others. The road to culturally responsive services can begin with the language the organization or program uses to communicate with and about the people they serve, as described in the Centers for Disease Control and Prevention Health [Inclusive Communication Principles](#). Dominant culture organizations may better understand what it means to be culturally responsive by studying resources such as ODOJ's [Opening Pathways to Justice and Improving Support for Populations Impacted by Inequity](#), [Tools for Transformation: Becoming Accessible, Culturally Responsive, and Trauma-Informed Organizations – An Organizational Reflection Toolkit](#) from the National Center on Domestic Violence, Trauma, and Mental Health and the [Protocol for Culturally Responsive Organizations](#) from the Center to Advance Racial Equity. These same organizations can further examine their own structure and operations by reading [Why Diversity, Equity, Inclusion Matter for Nonprofits](#) and [Diversity on Nonprofit Boards](#) from the National Council of Nonprofits or [Strategies to Recruit, Hire & Sustain Diversity in the Workplace](#) from Caminar Latino and the National Resource Center for Reaching Victims among others.

ODOJ CVSSD and ODHS expect that applicants provide training for executive leadership, board members, staff, and volunteers about the impact of domestic violence, sexual assault, stalking and dating violence on various populations and how oppression and historical trauma play a part in survivors' experiences. This requires cultural self-awareness and understanding of how the organization may operate differently from the culture(s) of the population(s) being served. The applicant must ensure appropriate and specialized training is provided to all leadership, management, and staff to improve capacity for culturally responsive services. Applicants must also report on efforts to improve cultural responsiveness in progress reports to ODOJ CVSSD. Further, the plans described in Section C2 for advancing equity and meaningful community engagement must demonstrate how cultural responsiveness is practiced.

5. Confidentiality and Advocate-Victim Privilege

ODOJ CVSSD and ODHS have adopted and integrated the U.S. Violence Against Women Act (VAWA), the U.S. Victims of Crime Act (VOCA), and the U.S. Family Violence Prevention and Services Act (FVPSA) confidentiality protections for all ODOJ CVSSD and ODHS grant funded organizations, programs, and Tribal Nations serving domestic violence and sexual assault survivors. (34 USC § 12291(b), 42 USC 110 § 10406(c)(5))

The state of Oregon created Advocate-Victim Privilege (ORS 40.264) for 'certified advocates' working for 'qualified victim services programs' and established basic confidentiality requirements for those programs and advocates (ORS 147.600).

Confidentiality requirements are applicable to all staff and volunteers who have access to survivors' information or make decisions about identified survivors. Confidentiality requirements also apply to members of a non-profit organization's board of directors or to designated members of a Tribal Nation who have oversight of the domestic violence and sexual assault services. Some organizations, programs, tribes, or professions may have other confidentiality provisions and/or laws that apply to domestic violence and sexual assault survivors.

Guidance about confidentiality and advocate-victim privilege is available [here](#).

6. Training Requirements for Staff, Volunteers, Board of Directors, or Other Designated Leadership

Applicants must comply with ODOJ CVSSD and ODHS training requirements for all staff and volunteers who provide direct services to survivors of domestic violence, sexual assault, stalking and dating violence. All staff and volunteers must complete a minimum of 40 hours of training *prior* to having unsupervised contact with survivors.

Applicants must also comply with ODOJ CVSSD and ODHS training requirements for Boards of Directors or other designated leadership. Boards of Directors or other designated leadership must complete a minimum of 12 hours of training within the first year of leadership.

As per ORS 40.264, ORS 147.600, and OAR 137-085-0080, ODOJ CVSSD and ODHS require that all staff, volunteers, and Boards of Directors or other designated leadership have at least 2 hours of training on confidentiality and advocate-victim privilege.

Training requirements for staff, volunteers, Board members and other designated leadership are available at ODOJ CVSSD's [website](#) and at the ODHS [website](#). Applicants may fulfill these requirements through a variety of training opportunities as approved by the ODOJ CVSSD and ODHS. Applicants must indicate training completion dates for staff, volunteers, and Boards of Directors or other designated leadership on the Staff and Board Rosters in the ODOJ CVSSD E-Grants system.

SECTION IV: ALLOCATIONS AND GRANT AWARDS

A. ALLOCATION OF JOINT NON-COMPETITIVE GRANT FUNDS

1. Allocation by Service Area

Joint Non-Competitive Grant funds are allocated by service area, which is defined either as a county or federally recognized Tribal Nation. Allocations are determined and grant award amounts are scheduled for each subrecipient by ODOJ CVSSD and ODHS.

Decreases or increases in funding within service areas is based on formula calculations, local distribution agreements, and/or redistribution of funds by ODOJ CVSSD and ODHS because of non-compliance or default. ODOJ CVSSD and ODHS also consider recommendations from their respective advisory committees. All decisions regarding implementation of the joint non-competitive funding formula, resulting allocations and final grant award amounts are made at the sole discretion of ODOJ CVSSD and ODHS. ODOJ CVSSD and ODHS reserve the right to make changes to the allocation formula and distribution methodology that determines applicants' grant award amounts.

- a. **Single counties served by one applicant.** Some applicants serve a single county and are the only eligible applicant in that county. These applicants apply for the full allocation available for that county.
- b. **Multiple counties served by one applicant.** Some applicants serve more than one county. These applicants apply for a portion of the allocation available to each of the counties in which they serve. ODOJ CVSSD reserves the right to make adjustments to the portion of the funding allocation that applicants will receive for multiple counties served.
- c. **Multiple applicants serving one county.** Historically, Josephine, Lake, Lane, Linn, Marion, Multnomah, and Washington counties have been served by more than one organization. These applicants apply for a portion of the allocation available to the county in which they serve. Two or more applicants serving a single county may jointly propose to adjust how much of the funding allocation they will receive. Such proposals must be submitted separately by each applicant and demonstrate mutual agreement of all parties. For example, Applicant A proposes to decrease its allocation by \$10,000 and Applicant B proposes to increase its allocation by \$10,000. Applicants must contact ODOJ CVSSD and ODHS prior to proposing any adjustments. ODOJ CVSSD and ODHS reserve the right to make adjustments to a particular applicant's share of the funding allocation for that county without mutual agreement of all parties.
- d. **Tribal Nations.** These applicants are provided a full allocation for their Tribal Nations service area.

2. Funding Specific ‘Set Asides’

ODOJ CVSSD and ODHS funding has different ‘set asides’ required for their administration as determined by state and federal guidance. The purpose of the set asides is to ensure grant funds are designated to support sexual assault and culturally specific services. Certain percentages of the total state allocation are set aside for sexual assault and culturally specific services. ODOJ CVSSD and ODHS assign sexual assault and culturally specific set asides to select applicants’ allocation of funds based on applicants’ history of programs and services. Where applicable, applicants are instructed on the cover page form of the E-Grants application to ‘set aside’ or budget funds for sexual assault and culturally specific services. Applicants may contact ODOJ CVSSD and ODHS to discuss changes to the set asides assigned to the organization or program. ODOJ CVSSD reserves the right to make adjustments to assigned set asides.

3. Funds Allocated for Legal Services

A portion of ODSVS funds is set aside for organizations whose principal function is to provide legal services. Only organizations who received ODSVS funding during the 2021-2023 biennium to provide legal services are eligible to receive the funding again in the 2023-2025 biennium.

4. Allocations and Budgeting

In previous applications, ODOJ CVSSD required applicants to submit “placeholder” budgets using temporary allocation amounts. For the 2023-2025 Joint Non-Competitive RFA, applicants will submit budgets only once and not until ODOJ CVSSD receives final allocation amounts from the Oregon State Legislature, the Office for Victims of Crime, the Office on Violence Against Women, and the Office of the Administration for Children and Families. ODOJ CVSSD will notify applicants of their scheduled award amounts as soon as final allocations are received from the respective state and federal funding sources. Applicants will be instructed to return to their applications to complete budgets based on actual amounts. Applicants may consider creating ‘placeholder’ budgets for themselves based on the original¹⁵ allocations/award amounts for the 2021-2023 Joint Non-Competitive Funds.

B. AWARD AMOUNT

Joint Non-Competitive Grant awards are made to in response to successful grant applications. Actual funding levels for 2023-2025 are typically finalized after the end of the current Oregon legislative session. Grant awards are made final once a) ODOJ CVSSD and ODHS agency budgets are approved by the Oregon State Legislature, and b) the State of Oregon receives notice of its federal awards for VOCA, VAWA and FVPSA. ODOJ CVSSD and ODHS will notify applicants when it is time to complete budgets for ODSVS, VOCA, VAWA, FVPSA and ODHS DV and SA Funds.

¹⁵ Prior to any mid-award increases.

ODOJ CVSSD and ODHS reserve the right to:

1. Reject grant applications that are late, incomplete or non-conforming;
2. Request clarification or supplemental information for an application. An applicant's failure to provide a timely and satisfactory response may lead to rejection of the application and denial of a grant award;
3. Reduce, supplement, or change award amounts, services, and funding by adjusting the proportion of an applicant's total funding coming from specific funds and substituting other available resources in lieu of such fund moneys. This includes adjustments to grant awards at any time during the award period to reflect increases or decreases in state and federal funding;
4. Make grant awards to organizations or programs that are new to Joint Non-Competitive Formula. As appropriate, ODOJ CVSSD and ODHS will notify organizations whose funding allocations and/or services are impacted by any such addition; and
5. Negotiate or otherwise alter 1) the amount of grant funds an applicant is awarded, 2) the amount of state and federal funding an applicant receives, and 3) the level and scope of services to be provided pursuant to a grant award.

C. AWARD CONDITIONS

All grant awards are conditional upon the timely completion of modifications to the application and finalized grant award documents. If application modifications and grant award documents are not completed by an applicant within three months of the grant award notice, then ODOJ CVSSD and ODHS have the authority to withdraw the award and reallocate the funds. Financial and progress reports for all existing grant awards with ODOJ CVSSD or ODHS must be complete before a new Joint Non-Competitive Grant award is issued or payment is released. 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 ODOJ CVSSD and ODHS designees.

All ODOJ CVSSD and ODHS grant agreements include requirements that must be satisfied by both parties to the agreement. ODOJ CVSSD and ODHS may also include special conditions in grant awards at any point within the award period. Special conditions may include those listed in Section II.C. An applicant's failure to satisfy the special conditions shall be governed by the default and termination provisions included in the grant agreement.

D. PAYMENT OF AWARDS

All payments are contingent upon funds being appropriated and available for distribution. The ODSVS grant award is paid prospectively on an annual basis. The first ODSVS payment is made upon completion of award documents for the Joint Non-Competitive Grant unless special conditions are in place that require a different payment arrangement. Expenses incurred on VOCA and VAWA grant awards are reimbursed each quarter after ODOJ CVSSD receives and approves financial and progress reports due for that period. ODHS funds are paid monthly or in

one-twelfth payments for each year of the biennium. ODHS may require a reimbursement payment method during the biennium should any issues of non-compliance arise.

E. UNEXPENDED FUNDS & DE-OBLIGATION OF FUNDS

1. ODOJ CVSSD has not yet determined if unexpended 2021-2023 ODSVS funds (budget and no-budget) may be carried forward to the 2023-2025 award period. Fund coordinators will instruct applicants on how to proceed once ODOJ CVSSD makes its final determination about unexpended 2021-2023 ODSVS funds. Read Section VII Information Specific to ODSVS Funds to learn more.
2. ODSVS 'no budget' funds from Year One and Year Two may be spent at any time during the award period without requiring a grant amendment.
3. VAWA, VOCA and ODSVS budget funds unexpended in Year One of the award period are available to spend in Year Two and may require a grant amendment.
4. VAWA and VOCA funds that are unexpended at the end of the Year Two are not scheduled to extend beyond the award period. Unexpended VAWA and VOCA funds shall be de-obligated and returned to ODOJ CVSSD. To the extent practicable and within its discretion, ODOJ CVSSD will re-obligate such funds with the goal of supporting access to services for survivors of domestic violence, sexual assault, stalking and dating violence. Applicants may redirect spending of VAWA and VOCA funds through a grant amendment prior to the end of the award period to avoid de-obligation of those funds. Read Section VIII. Information Specific to VOCA Funding and Section IX. Information Specific to VAWA Funding.
5. FVPSA funds must be spent within the Federal fiscal year of October 1 to September 30 and cannot be extended or carried forward to the following federal fiscal year.
6. FVPSA funds do not require budgets. FVPSA funds are paid prospectively and monthly. Subrecipients are expected to spend FVPSA funds each month in support of their programs and services. Read Section X. Information Specific to ODHS Domestic and Sexual Violence Funds to learn more.

SECTION V: GENERAL INSTRUCTIONS

The following instructions are intended to guide the applicant in completing the 2023-2025 Joint Application. ¹⁶

1. Applicants already registered in ODOJ CVSSD E-Grants must review and update the organization or Tribal Nation's contact and member profile information. This includes deactivating staff no longer associated with the organization. This process should be completed prior to initiating the application. Please refer to the [E-Grants Applicant User Guide](#) to assist you through the registration process.
2. New applicants that currently do not receive ODOJ CVSSD grant funds must register in the ODOJ CVSSD E-Grants system at [ODOJ CVSSD E-Grants Information site](#). Please refer to the [E-Grants Applicant User Guide](#) to assist you through the registration process. Please allow 24 hours to process your registration.
3. Applications must be completed and submitted entirely through the ODOJ CVSSD E-Grants system. The forms section is where the majority of the work for an application is completed and where documents are uploaded. All forms must be complete with no error messages before submitting the application. Remember to click "SAVE" frequently. Applicants must change the status of the application to "Application Submitted" when all forms are complete, and all errors are corrected.
4. **The application is due on Friday, June 9, 2023 at 4:59 p.m., Pacific Standard Time. Late applications will not be accepted.**
5. ODOJ CVSSD has the right to make or deny an award without prior communication with the applicant.
6. By submitting an application, an applicant agrees to comply with all ODOJ CVSSD and ODHS Grant Agreement requirements.
7. Technical assistance regarding ODOJ CVSSD E-Grants is available.
 - a. Application Instructions are attached on Forms Menu.
 - b. The ODOJ CVSSD E-Grants Applicant User Guide is available at [https://www.doj.state.or.us/crime-victims/for-grantees/ODOJ CVSSD-e-grants-information/](https://www.doj.state.or.us/crime-victims/for-grantees/ODOJ-CVSSD-e-grants-information/)
 - c. Contact your Fund Coordinator for assistance with the application contents
 - d. Contact the Agate Software Help Desk for system technical assistance, which is available Monday – Friday 5am to 5pm, Pacific Standard Time, at 1-866-449-1425 or email azhelpdesk@agatesoftware.com.
8. All required documents for this application are found in ODOJ CVSSD E-Grants.

¹⁶ The funding year for VOCA and the ODHS FVPSA funds runs from October 1 through September 30; the other funds included in this application have a funding year from July 1 through June 30.

- a. The ODOJ CVSSD E-Grants system allows applicants to check the status of each form and when it was last saved. As each form is saved, the system will inform applicants if there are errors. Applicants are unable to submit an application until all errors are corrected.
- b. Do not attach or upload documents to the Forms pages that are not requested unless otherwise directed by ODOJ CVSSD.

SECTION VI: MONITORING AND REPORTING REQUIREMENTS

A. GRANT MONITORING

ODOJ CVSSD monitors each award of ODSVS, VOCA and VAWA funding. ODHS monitors each award of ODHS funding. ODOJ CVSSD monitors awards for compliance with applicable federal and state guidelines, the [ODOJ CVSSD Grant Monitoring Policy](#), the [VOCA Subaward Handbook](#), the [VAWA Subaward Handbook](#), the [ODSVS Guidance](#), and the [ODOJ CVSSD Grant Agreement](#). ODOJ CVSSD also monitors awards to determine if subrecipients are 1) providing the services outlined in their grant applications and awards, and 2) following their own established program policies and procedures. ODOJ CVSSD accomplishes monitoring objectives through a variety of techniques including:

- Application reviews and modifications
- Special conditions of the ODOJ CVSSD grant agreement
- Financial and administrative risk assessments
- Financial and progress reports
- Financial report verifications
- Reviews of policies and procedures governing organizations' financial and administrative management
- Conducting virtual interviews with and in-person visits to subrecipient organizations and programs to evaluate program effectiveness.

Monitoring may also include technical assistance and support for organizations seeking to improve services and to develop fiscal, operational and programmatic capacity.

B. DEFAULT

All ODOJ CVSSD 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 in default under the agreement. In such a case, ODOJ CVSSD has the right to pursue remedies outlined in Section II.C., the ODOJ CVSSD Grant Monitoring Policy, and in the ODOJ CVSSD grant agreement.

C. PERFORMANCE MEASURES

All subrecipients of the Joint Non-Competitive Funds share goals for advancing equity, meaningful community engagement, and meaningful access to effective services. Progress towards these goals is measured qualitatively by ODOJ CVSSD and ODHS. This is done through grant applications, progress reports, and monitoring activities. Quantitative measurement is accomplished with the Domestic and Sexual Violence Services Statewide Report, the VOCA Performance Measurement Tool, the VAWA STOP Program Annual Report, and the FVPSA Annual Report.

All subrecipients must also conduct client/survivor surveys to measure client satisfaction with services. Client/survivor surveys must ask and collect feedback for these three statements:

- a. Survivors are better able to make informed choices about their situation;
- b. Survivors have new options on how to stay safe; and
- c. Survivors know more about resources available and how to access them.¹⁷

Applicants are required to report every quarter about the survey responses they received from clients/survivors in that period. Surveys must be collected from at least one of three types of clients/survivors: (1) persons receiving shelter services; (2) persons receiving support group services; and (3) persons receiving advocacy services outside of shelter. Applicants are encouraged to collect surveys from all three groups if applicable to their services and programs. Individuals in crisis or experiencing trauma may not be able to provide feedback. Thus, applicants must determine which clients are most appropriate to receive the surveys. Applicants must collect responses from at least 10% of the identified clients. The target outcome is for 90% or more of the responses to measure positively.¹⁸ ODOJ CVSSD and ODHS reserve the right to adjust or modify the common outcome measures, as well as the procedures and/or forms for collecting the information.

ODOJ CVSSD is required to report annually to the Oregon Legislature on one output measure for all Joint Non-Competitive Funds.

“100% of all adult victims who receive shelter for 5 nights or longer will participate in safety planning.”

Subrecipients report on this measure to ODOJ CVSSD and ODHS every six months as a part of the Domestic and Sexual Violence Statewide Services report described in Section IV.D.2.

Applicants are expected to develop other questions and measures to evaluate their own progress in advancing equity, meaningful community engagement, and meaningful access to effective services. ODOJ CVSSD and ODHS will review subrecipients evaluation and performance measurement methodologies as a part of monitoring. ODOJ CVSSD and ODHS may require an organization to take part in surveys and evaluation activities designed by ODOJ CVSSD and ODHS to measure performance at the subrecipient, community or statewide level.

D. PROGRESS REPORTING REQUIREMENTS

Grantees must describe grant funded project activities through quarterly, semi-annual and/or annual progress reports. Progress reports for VOCA, VAWA and ODSVS are submitted through the ODOJ CVSSD E-Grants system. Progress reports for ODHS are submitted to ODHS by email.

1. Qualitative Progress Reports

¹⁷ These measures were developed and tested by domestic violence advocates and programs in 2008.

¹⁸ This is a requirement of the Federal Family Violence Services and Prevention Act.

- a. **ODOJ CVSSD.** Qualitative progress reports for VAWA and ODSVS are submitted by July 31 and January 31 of each year. VOCA reports are submitted by October 31 of each year.
- b. **ODHS:** The FVPSA Performance Progress Report, including descriptive narratives are submitted by October 31 of each year.

2. Quantitative Progress Reports

- a. **ODSVS, ODHS DV, and ODHS SA Funds.** Subrecipients must submit the [Domestic and Sexual Violence Statewide Services report](#) by July 31 and January 31 of each year to ODOJ CVSSD.
- b. **VAWA.** Subrecipients must submit a [STOP Annual Progress Report](#) (a.k.a. the Muskie report) by January 31 to ODOJ CVSSD.
- c. **VOCA.** Grantees must report performance measurement data on a quarterly basis on the Office for Victims of Crime (OVC) [Performance Measurement Tool \(PMT\)](#).
- d. **ODHS FVPSA Funds.** Grantees must submit a [FVPSA performance measure report](#) each year by October 31.

E. FINANCIAL REPORTING REQUIREMENTS

1. **ODOJ CVSSD.** Subrecipients must submit separate quarterly financial reports for each fund received, as found in E-Grants and as described in ODOJ CVSSD Grant Agreements for ODSVS, VOCA, and VAWA. In addition to any specified conditions, grant recipients must adhere to the financial guidelines set forth in the fund-specific ODOJ CVSSD Grant Handbooks and guidance.
2. **ODHS.** As a condition of receiving an ODHS grant, a recipient must adhere to the financial guidelines set forth in the [ODHS grant agreement and financial guide](#). Grantees must submit separate quarterly financial reports for the CFA Domestic Violence and Sexual Assault Funds and FVPSA funds. Grantees must also submit an annual match report for Marriage License Tax funds. Contact the ODHS Fund Coordinator further instruction.

[The complete reporting schedule for all ODOJ CVSSD grants](#)

[Reporting forms and instruction for all ODHS grants](#)

SECTION VII: INFORMATION SPECIFIC TO OREGON DOMESTIC & SEXUAL VIOLENCE SERVICES FUND (ODSVS) FUNDING

A. AUTHORIZED PURPOSE AREAS AND PRIORITIES

The Attorney General is authorized to distribute ODSVS funding as grants for the 2023-2025 biennium contingent upon funds being appropriated by the legislature and available for distribution.

1. ODSVS Funding Purpose

ORS 147.453 directs that moneys in the ODSVS Fund are to be used for a program of domestic violence and sexual assault services that:

- a. Provides safety for and assists victims of domestic violence and sexual assault, promotes effective intervention and reduces the incidence of domestic violence and sexual assault;
- b. Advocates for victims and for domestic violence and sexual assault services;
- c. Promotes and facilitates interagency and interdepartmental cooperation among state agencies, including the Department of Human Services, and among different levels of government in this state in the delivery and funding of services; and
- d. Encourages and supports services, programs, and curricula to educate and inform students in grades 7 through 12 about teen dating violence and domestic violence, to provide assistance to victims of teen dating violence and domestic violence, and to prevent and reduce the incidence of teen dating violence and domestic violence.

2. ODSVS Funding Objectives and Priorities

ORS 147.459 identifies six objectives and priorities for allocation of the Fund:

- a. Balance funding for intervention, infrastructure, and prevention services;
- b. Prioritize services;
- c. Utilize local community plans reflecting local program service needs;
- d. Establish programs and services for victims of both domestic violence and sexual assault;
- e. Establish programs that are culturally specific; and
- f. Ensure that there is a coordinated community response to domestic violence and sexual assault and, to the extent practicable, ensure that domestic violence and sexual assault services are coordinated with other community services.

B. ALLOWABLE AND UNALLOWABLE SERVICES AND COSTS

ODSVS funding cannot be used to support child abuse organizations or centers, provide services in response to child abuse or child sexual abuse, or for the exclusive purpose of serving child abuse victims. Services to children and adolescents are allowed when connected to services

provided to adult victims and survivors, and when the adolescent is considered the primary recipient of services. ODSVS funding for sexual assault services is meant to serve adolescents and adults who are considered the primary victim/survivor. ODSVS funding cannot be used to provide services to perpetrators of domestic violence or sexual assault. ODOJ CVSSD offers further guidance [here](#) about ODSVS allowable and unallowable costs.

C. BUDGETS AND UNEXPENDED FUNDS

Applicants who are awarded ODSVS funds will receive some or all of those funds without a requirement to present a budget. This ‘no-budget’ approach is designed to make ODSVS funds more flexible and readily available to help meet capacity needs of the organization or program. The ‘no-budget’ provision applies only to the primary services provided by the applicant. Non-profit organizations are instructed to provide budgets for ODSVS funds designated as set asides (sexual assault or culturally specific) as described in Section IV.A.2. Typically ‘set aside’ budgets are required of non-profit organizations to demonstrate how specific services and activities are conducted to achieve sexual assault or culturally specific programming.

ODSVS ‘budget’ funds unexpended in Year One of the award period are available to spend in Year Two and may require a grant amendment as instructed by the ODOJ CVSSD fund coordinator. ODSVS ‘no budget’ funds from Year One and Year Two may be spent at any time during the award period without requiring a grant amendment. For both ODSVS ‘budget’ and ‘no-budget’ funds, recipients must report on and be able to provide evidence of their expenses in the quarterly financial reports submitted to ODOJ CVSSD.

ODOJ CVSSD has not yet determined if unexpended 2021-2023 ODSVS funds (budget and no-budget) may be carried forward to the 2023-2025 award period. Applicants must be prepared for ODOJ CVSSD to offset the first and/or second year payments by the amount of unexpended ODSVS funds, both ‘budget’ and ‘no-budget’. Fund coordinators will instruct applicants on how to proceed once ODOJ CVSSD makes its final determination about unexpended 2021-2023 ODSVS funds.

ODOJ CVSSD offers further guidance on budgets and unexpended funds [here](#).

SECTION VIII: INFORMATION SPECIFIC TO VICTIMS OF CRIME ACT (VOCA) FUNDING

A. PURPOSE

The primary purpose of the VOCA victim assistance grant program is to extend and enhance services to victims of crime. The VOCA Federal Guidelines define services as those efforts that:

1. Respond to the emotional and physical needs of crime victims;
2. Assist primary and secondary victims of crime to stabilize their lives after victimization;
3. Assist victims to understand and participate in the criminal justice system; and
4. Provide victims of crime with a measure of safety and security (e.g., boarding-up broken windows, replacing or repairing locks).

For the purposes of this program, a crime victim is “a person who has suffered physical, sexual, financial or emotional harm as a result of the commission of a crime.” This includes victims of federal crime.

B. PRIORITY AREAS

To comply with the conditions of the Victims of Crime Act of 1984, Office for Victims of Crime (OVC) requires states to allocate at least 10% of its annual VOCA assistance grant to go to victim services in the following priority categories: domestic violence, child abuse, sexual assault, and previously underserved victims of violent crime. An additional 10% of VOCA funds are allocated to general victim services as determined by the ODOJ CVSSD Advisory Committee.

An underserved crime victim is a victim of a violent or other traumatic act that is criminal in nature, as defined by state, tribal, military, or federal statute, who does not receive adequate services and support or who lacks understanding of, or access to, statutorily or constitutionally defined legal rights. Victims are considered underserved by the type of crime they have experienced (e.g., victims of elder abuse) or the demographic characteristics of the crime victim (e.g., LGBTQIA2S+ victims) or both (e.g., victims who are members of racial or ethnic minorities). Underserved victims may differ between jurisdiction, but some examples of victim populations often underserved may include but are not limited to non-English speaking residents; persons with disabilities; American Indian/Alaskan Native victims; adults molested as children. Victim services may be available in a community but may not be provided in a culturally responsive manner, may not be accessible, or may be complicated by overlapping or complex jurisdictional issues.

C. DIRECT SERVICES

VOCA funds are intended to provide direct services to victims and survivors of crime; direct services are those activities that directly benefit individual crime victims and survivors. Services include, but are not limited to, crisis intervention services; emergency services such as

temporary shelter for crime victims and survivors; support services that may include mental health therapy; criminal justice related services; assisting crime victims and survivors with managing practical problems created by the victimization such as acting on behalf of the victim/survivor with creditors and employers; assisting crime victims and survivors with applying for compensation benefits, and providing opportunities for victims and survivors to meet with perpetrators, if so requested by the victim/survivor. VOCA funds may also be used for salary, fringe benefits, and training for staff positions that provide direct services, and operating expenses essential to providing direct services.

Please note that VOCA funds cannot be used to raise the public's consciousness or to educate regarding victim issues. Funds can be used to promote public awareness for matters of describing services available, how to access program assistance and to identify and refer crime victims and survivors to needed services.

D. ELIGIBILITY REQUIREMENTS

Sub-recipients of VOCA funds must:

1. Demonstrate a documented history of providing effective services to victims of crime;
2. Contribute a match of the total project cost from non-federal funds. Match is 25% of the federal amount received and can be in-kind or cash.¹³ Exceptions to this project match requirement are federally recognized American Indian or Alaska native tribes, or projects that operate on tribal lands;
3. Show substantial financial support from sources other than the Crime Victims Fund. A sub-recipient has substantial financial support from sources other than the Crime Victims Fund when at least 25% of the program's funding in the year of or the year preceding the award comes from such sources, which may include other federal funding programs;
4. Use volunteers within the organization/program;
5. Promote a collaborative coordinated approach for serving crime victims and survivors within the community;
6. Assist crime victim survivors in applying for crime victim compensation benefits;
7. Provide services to victims of federal crimes on the same basis as to victims of crimes under State or local law;
8. Provide VOCA funded services for victims and survivors at no cost to the victim/survivor;
9. Maintain the confidentiality of client-counselor information, as required by state and federal law; and
10. Reasonably protect the confidentiality and privacy of persons receiving services under the project to the extent permitted by law.

In addition to the requirements listed above, all VOCA sub-recipients are expected to:

- 2. Comply with Federal Rules Regulating Grants.**

Subrecipients must comply with the applicable provisions of VOCA, the Program Guidelines, and the requirements of the OJP Financial Guide https://ojp.gov/financialguide/doj/pdfs/DOJ_FinancialGuide.pdf which includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received. This includes: financial documentation for disbursements; daily time and attendance records specifying time devoted to allowable VOCA victim services; client files; the portion of the project supplied by other sources of revenue; job descriptions; contracts for services; and other records which facilitate an effective audit.

2. **Maintain Civil Rights Requirements.**

The ODOJ CVSSD webpage, <https://www.doj.state.or.us/crimevictims/for-grantees/civil-rights-requirements> provides information and links that will assist subrecipients in complying with three mandatory federal processes. These include:

- Civil rights laws and regulations prohibiting discrimination in federally assisted programs or activities;
- Limited English Proficiency (LEP) guidelines; and,
- Equal Employment Opportunity Plans (EEO). Non-profit organizations and Tribal Nations are exempt from the EEO requirements but must complete the EEO form included as a Grant Agreement Exhibit and submit a Certification Form using the EEO Reporting System found at <https://ojp.gov/about/ocr/eeop.htm>.

These processes include notification of nondiscrimination policy, responding to discrimination complaints, and civil rights training and are required of recipients of VOCA funding through ODOJ CVSSD. Civil Rights Training Certification is required to be updated every two years and uploaded in E-Grants before the grant agreement is signed.

- ## 3. **Comply with the [VOCA Grant Management Handbook](#) and with VOCA rules, 28 CFR Part 94: Victims of Crime Act Victim Assistance Program as written in the [Federal Register, Vol. 81, No 131](#), ODOJ CVSSD and DHS 2021-2023 Joint Application, as well as any additional eligibility or service criteria as established by ODOJ CVSSD.**

E. ALLOWABLE AND UNALLOWABLE COSTS

A list of VOCA allowable and unallowable expenses and program service definitions based on the VOCA rules can be found on the ODOJ CVSSD website: [VOCA Guidance](#). Additional valuable references include: [Office of Justice Programs Financial Guide](#), and the [Uniform Guidance – 2 CFR Part 200](#).

SECTION IX: INFORMATION SPECIFIC TO VIOLENCE AGAINST WOMEN (VAWA) STOP FORMULA GRANT PROGRAM FUNDING

A. PURPOSE

The VAWA STOP Formula Grant Program (STOP Program) seeks to forge lasting partnerships between the criminal justice system and victim advocacy organizations. The emphasis of the STOP Program is on the implementation of comprehensive strategies addressing violence against women that are sensitive to the needs and safety of victims in cases involving domestic violence, sexual assault, stalking and dating violence and to hold offenders accountable for their crimes.

The VAWA Act of 1994 became federal law and is authorized by 34 U.S.C. §§ 10441, 10446-10451, 10454. The Act was reauthorized and amended in 2000, 2005, 2013 and again when Congress signed it into law in March 2022. All changes to definitions and grant conditions take effect with the 2023 VAWA grant funds. For more information, visit [VAWA 2022 STOP Formula Grant Program Purpose Areas](#) and [FY 2022 2025 Funding Priorities Goals and Objectives](#).

The amount of STOP Program funding available to applicants is based on statutory funding allocations determined by the U.S. Department of Justice, Office on Violence Against Women (OVW). ODOJ CVSSD distributes the STOP Program funds as required by statute for law enforcement, prosecution, courts, and victims' services programs (nonprofit organizations and Tribal Nations). A total of 30% (plus a portion of the discretionary allocation category) of the annual STOP Program award is included in the 2023-2025 Joint Application for victim service programs.

At least 10% of the 30% allocation for the victim services allocation is designated for culturally specific services. These projects must be focused on working with racial and ethnic minorities as defined in the Public Health Act at 42 U.S.C. 30u-6(g).

A 20% portion of the total annual award across all allocation categories also addresses meaningful access to sexual assault services. These projects must have a sole focus on sexual assault and personnel funded under the projects must have expertise and experience in the field of sexual assault response.

For the purposes of this RFA, the victim service allocation category **will support** direct victim services which may include sexual assault or culturally specific services. The victim service allocation category **will not support** specific services for the benefit of law enforcement, prosecution, or courts. Services that support these activities must be awarded in the VAWA Competitive process for the law enforcement, prosecution, or courts allocation categories. Grants to nonprofit or tribal victim service providers are not required to provide match on these federal grant funds.

B. PRIORITY AREAS

The STOP Program has federal statutory purpose areas and state funding priorities that must align with the applicant's proposed project. Projects must fall within at least one federal statutory purpose area and meet required state funding priorities as listed on

Form S. VAWA Services of the E-Grants application. All VAWA funded projects meet the first funding priority when awarded non-competitive VAWA funds. The following funding priorities, number 2 and 5, are required and further demonstrated by responding to questions on Forms D, E and S:

- To support services to meet the needs of victims from Tribal Nations and other underserved, marginalized or oppressed populations that improve and enhance culturally specific services and increase cultural competency in the delivery of victim services.
- To facilitate collaboration, consultation and planning among and between non-profit, government based, and tribal victim service providers and law enforcement, prosecution, and courts.

Projects may also use grant funds to 1) support local victim service focused training projects, and 2) increase the number of counties that are utilizing lethality assessments (or DV Checklists) in the identification and improvement of response to high-risk cases by law enforcement and victim services for domestic violence incidents.

For purposes of this RFA, applicants will select their statutory purpose area(s) on Form S. VAWA Services of the E-Grants application. All tribal and non-profit/non-governmental victim service programs will select at least one of the following federal statutory purpose areas: 5, 6, 9, 10, 11, 14, 17, 19, 22 and 24. For more information, visit [VAWA 2022 STOP Formula Grant Program Purpose Areas](#) and [FY 2022 2025 Funding Priorities Goals and Objectives](#).

All VAWA funded activities that fall under the selected federal statutory purpose areas will be reported in the annual (Muskie) report. Performance measure data for activities funded by the STOP Program are submitted in the STOP Annual Progress Report.

C. ELIGIBILITY REQUIREMENTS

Applicants must serve as the fiduciary agent and assume overall responsibility for the grant. Eligible applicants for the “victim service allocation category” include:

- Non-profit, non-governmental victim service programs (including faith based or other community programs), or victim service programs under Tribal Government or Tribal Nations (as defined in the VAWA Reauthorization Act or that statutorily qualify as eligible applicants under the STOP Program).

Sub-recipients of VAWA funds must:

1. Demonstrate a documented history of providing effective services to victims of domestic violence, dating violence, sexual assault, and stalking.
2. **Comply with Federal Rules Regulating Grants.** Subrecipients must comply with the applicable provisions of VAWA, the Program Guidelines, and the requirements of the OJP Financial Guide.
3. **Maintenance of Civil Rights Information.** Agencies must maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability.

The ODOJ CVSSD webpage, <https://www.doj.state.or.us/crimevictims/for-grantees/civil-rights-requirements> provides information and links that will assist subrecipients in complying with three mandatory federal processes. These include:

- Civil rights laws and regulations prohibiting discrimination in federally assisted programs or activities.
- Limited English Proficiency (LEP) guidelines; and,
- Equal Employment Opportunity Plans (EEO). Non-profit organizations and Tribal Nations are exempt from the EEO requirements but must complete the EEO form included as a Grant Agreement Exhibit and submit a Certification Form using the EEO Reporting System: <https://ojp.gov/about/ocr/eeop.htm>.

These processes include notification of nondiscrimination policy, responding to discrimination complaints, and civil rights training and are required of recipients of VAWA funding through ODOJ CVSSD. Civil Rights Training Certification is required to be updated every two years and uploaded in E-Grants before the grant agreement is signed.

4. **Maintain the Confidentiality of Survivor Information.** As noted in the RFA, applicants must comply with confidentiality and privacy requirements. VAWA fund recipients will be required to sign the *Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act, as Amended*, with the Grant Agreement. Further guidance is provided at: <https://www.doj.state.or.us/wp-content/uploads/2022/12/Guidelines-for-Confidentiality-Policies.9508596.pdf>
5. **Comply with OVW Financial Requirements.** Applicants must agree to follow the financial and administrative requirements in the [OVW Financial Grants Management Guide](#). This includes, but is not limited to, financial documentation for disbursements, daily time and attendance records specifying time devoted to allowable VAWA services, job descriptions, contracts for services, and other records which facilitate an effective audit.
6. **Non-supplanting of Funds.** Federal funds cannot be used to supplant (replace) other existing funds. Funds presently appropriated for the project may not be deliberately decreased due to additional federal funds.
7. **Comply with the VAWA Grant Management Handbook and with VAWA federal rules** with program authorized by 34 U.S.C. § 10441, 10446-10451, 10454. The STOP VAWA Formula Grant Program (CFDA 16.588).

D. ALLOWABLE AND UNALLOWABLE COSTS

A list of STOP Program allowable and unallowable expenses based on VAWA Federal Rules and State Guidelines can be found in the VAWA Subaward Handbook (Section IV. Eligible Services for STOP VAWA Subawards, page 6) and on the STOP VAWA [webpage](#).

In general, STOP Program funds may support staff, administrative or indirect costs, training, outreach, advocacy and hotline services, counseling/support, emergency shelter, data collection, office supplies, equipment, and operating costs to provide and improve services for victims.

Allowable costs and eligibility of projects is in accordance with the STOP VAWA grant program guidelines, the grants financial management guide and the 2022 – 2025 State Strategic Implementation Plan.

The following is a list of activities that are unallowable and out of program scope and cannot be supported by VAWA Formula Grant Program funding:

- Activities that compromise victim safety and recovery or undermine offender accountability.
- Procedures or policies that exclude victims from receiving services based on their actual or perceived sex, age, immigration status, race religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, income or lack of income, or the age and/or sex of their children.
- Procedures or policies that compromise the confidentiality of information and/or privacy of victims.
- Procedures or policies that require victims to take certain actions (e.g., seek an order of protection; receive counseling; participate in counseling, mediation, or restorative justice/circle processes; report to law enforcement or other authorities; seek civil or criminal remedies) or penalize them for failing to do so.
- Procedures or policies that fail to include conducting safety planning with victims.
- Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.
- Using technology without addressing implications for victim confidentiality, safety planning, and the need for informed consent.
- Partnering with individuals or organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.

Additional valuable references include: the [STOP Formula Grant FAQs](#) (updated October 2017) [VAWA Confidentiality Provision FAQs 2017](#), and the [FAQ for State Consultation and Coordination with Tribes](#), the state [VAWA Subaward Handbook, Office of Justice Programs Financial Guide](#), and the [Uniform Guidance – 2 CFR Part 200](#). Applicants may also refer to the [VAWA Subaward Handbook](#) for guidance and the [FY 2022 – 2025 VAWA Implementation Plan for Oregon](#).

SECTION X: INFORMATION SPECIFIC TO ODHS DOMESTIC VIOLENCE AND SEXUAL ASSAULT FUNDING

The Oregon Department of Human Services (ODHS) funds domestic and sexual violence services throughout the state of Oregon. There are two funds, described below. Under ORS 409.292 ODHS has legal authority to may make grants to public or private, non-profit organizations for funding crisis lines, safe home networks and shelters-creating the Domestic Violence Service Fund and under ORS 409.273, ODHS has legal authority to make grants to private, non-profit organizations for funding sexual assault crisis lines and sexual assault crisis centers-creating the Sexual Assault Services Fund.

In addition to the requirements listed in Sections I & II above, all provided services must be free, voluntary, and confidential.

The Domestic Violence Fund is made of three components: Family Violence Prevention and Services Act, Marriage License surcharge, and Criminal Fines Assessment Account. The Sexual Assault Fund is comprised of the Criminal Fines Assessment Account. All are described below.

FAMILY VIOLENCE PREVENTION AND SERVICES ACT (FVPSA)

A. Purpose

The purpose of the Family Violence Prevention and Services Act (FVPSA) is to support the establishment, maintenance and expansion of programs and projects to prevent incidents of family violence, domestic violence, and dating violence and to provide immediate shelter and supportive services for victims of family violence and their dependents that meet the needs of all victims, including those in underserved, marginalized, and oppressed communities.

B. Allowable and Unallowable Costs

For a complete list of allowable and unallowable expenses for FVPSA funding see the Federal Code of Federal Regulations [45 CFR 75](#) and the FVPSA website for [Formula Grants to States and Territories](#). Generally, the following items are *allowable*:

- Shelter operating expenses
- Food, toiletries, clothing, transportation for shelter and participants
- Developing safety plans
- Individual and group counseling and peer support groups
- Training, technical assistance, prevention, and outreach to increase awareness of domestic violence and dating violence
- Services for children exposed to domestic violence
- Advocacy, case management services, and information and referral services related, but not limited to health care, legal, and housing needs of survivors

- Culturally and linguistically appropriate services such as interpreters and/or having documents translated into other languages.

The following expenses/actions are *unallowable*:

- Sexual assault programming outside of sexual abuse within an intimate partnership.
- Lobbying
- Direct payments to program participants/survivors/clients
- Any service or shelter that requires compliance with certain conditions to receive services i.e., household chores or support group attendance.
- Charging fees to survivors receiving FVPSA funded services.
- Fundraising
- Capital expenses

You are expected to follow the federal FVPSA guidance¹⁹, even if it is not specifically listed in the RFA. FVPSA has a 20% match requirement which can be met as cash or in-kind.

CRIMINAL FINES ASSESSMENT ACCOUNT (CFA)

The purpose of this fund is to pay for direct services for survivors of domestic violence (CFA DV) or sexual assault (CFA SA) and their dependents. Programs are restricted to use CFA for direct services with no more than 5% administrative costs. Direct service salary costs, occupancy, phone, and other items necessary to provide direct services.

MARRIAGE LICENSE & DOMESTIC PARTNERSHIP SURCHARGE (MLT)

The original surcharge on marriage licenses was created by the Legislature in 1981, ORS 409.290-409.300. The MLT funds available to programs to operate crisis lines, shelter, and/or support services for domestic violence survivors. It can also be used for training and prevention activities. Programs must provide 25% matching funds which can be in-kind. There are no restrictions on the MLT funds in terms of how much programs can use for administration. It all can be used for administrative costs and can be carried forward past the grant period for a reserve fund.

¹⁹ Some applicants may receive FVPSA American Rescue Act (ARP) funds. Please note that ARP funds may have additional guidance. For example, ARP allows for stand-alone sexual assault programming.

SECTION XI: SUBMISSION INFORMATION

Applications for Joint Non-Competitive Grant funds must be submitted electronically through the ODOJ CVSSD E-Grants system. Applications are only accepted through the ODOJ CVSSD E-Grants system. **No late applications will be accepted without written approval by ODOJ CVSSD.** Applicants must request an extension of the application deadline in writing by Wednesday, June 7, 2023 to be considered for late submission. The application deadline will not be extended past Friday, June 23, 2023 and only upon approval of ODOJ CVSSD. The application is due on:

**Friday, June 9, 2023
by 4:59 p.m., Pacific Standard Time**

For instructions on how to submit your application, please review the [ODOJ CVSSD E-Grants Applicant User Guide](#). Please schedule enough time to negotiate computer difficulties.

CHECK THE APPLICATION CAREFULLY BEFORE SUBMISSION.

SECTION XII: APPLICATION REVIEW AND AWARD DECISIONS

A. APPLICATION REVIEW PROCESS

Applications are reviewed by ODOJ CVSSD and ODHS staff and evaluated using the criteria set forth in this RFA. ODOJ CVSSD and ODHS may seek clarification about or ask for additional information regarding an application. ODOJ CVSSD and ODHS may also require changes to an application prior to awarding grant funds and within a stated time frame as instructed by the ODOJ CVSSD or ODHS fund coordinator. In conjunction with the review of applications for the 2023-2025 Joint Non-Competitive Funds, ODOJ CVSSD and ODHS staff will factor in the applicant's level of risk, previous performance, and compliance history with ODOJ CVSSD and ODHS grant funds. This includes timeliness, accuracy and truthfulness of progress and financial reports, and information gathered during desk reviews and site visits. ODOJ CVSSD and ODHS may consult their advisory committees regarding applicants with a history of poor performance and non-compliance, or applications that do not adequately meet the requirements outlined in this RFA. Applications are approved for funding once a determination is made that the application sufficiently meets the requirements outlined in this RFA.

B. RESERVATIONS OF RIGHTS

ODOJ CVSSD and ODHS reserve the right to:

1. Seek further information, request clarifications about, or changes to applications, and to make an award without further discussion of the applications submitted;;
2. Reject any and all applications received by reason of this RFA, or to negotiate separately in any manner necessary to serve the best interest of the public;
3. Determine, in their sole discretion, whether an application does or does not, substantially comply with the requirements of the RFA; and
4. To waive any minor irregularity, informality, or non-conformance with the provisions or procedures of this RFA.

C. REVIEW OF ODOJ CVSSD AND ODHS AWARD DECISIONS

Informal Review

Applicants may request informal feedback regarding their grant application within 90 days of receiving notification of the award decision. Contact the ODOJ CVSSD or ODHS Fund Coordinator assigned to the application for additional information regarding this process.

Formal Review

An applicant has a right to review the award decision regarding its application. Each applicant is informed of the review procedure if a no-fund or partial-fund decision is made regarding its application. No applicant will be subject to reprisal for seeking a review of an award decision. The following steps are recommended:

- An applicant may make a written request to the ODOJ CVSSD or ODHS fund coordinator for a review within 7 calendar days after receiving notification of the award decision.
- Upon receipt of a written request, ODOJ CVSSD or ODHS will schedule a meeting with the applicant within 14 calendar days.
- ODOJ CVSSD or ODHS will notify the applicant of the result of the meeting within 5 calendar days after the meeting is held.
- If the matter is not resolved through this process, the applicant may request a review of the issue by the Attorney General or her designee, or with a designee of ODHS. The applicant must make a written request for further review within 7 calendar days following notification of the meeting results described in this paragraph.
- Every effort will be made to have a final decision to the applicant within 14 days of receipt of the final written request.

APPENDIX A: GLOSSARY OF TERMS

This glossary defines terms found within this application that are common to the application for Joint Non-Competitive Funds. Terms specific to certain federal and state funding can also be found in the funding specific guidance.

ADVOCATE

An advocate is a trained professional specializing in confidential, trauma-informed services for survivors of domestic violence, sexual assault, stalking and dating violence. An advocate works from a social justice and equity lens, providing a broad range of essential services to survivors and their families. An advocate offers support, information, safety planning, referrals, assistance with protective orders, trauma informed system navigation and accompaniment, including connections to legal, medical and community resources. An advocate provides individualized services to each survivor, matching resources that increase safety, self-efficacy, and reduce the chronic toxic stress and other effects of trauma exposure.²⁰ [OAR 137-085-0070](#) defines a certified advocate is a person who has completed at least 40 hours of training in advocacy for victims of domestic violence, sexual assault, or stalking and is an employee or volunteer of a qualified victim services program.

ADVOCACY SERVICES

Advocacy services are designed to promote the safety, self-determination, and well-being of survivors of domestic violence, sexual assault, stalking and dating violence. Advocacy is an empowerment-based approach that works *with* survivors, enhances social supports, and increases access to community resources. Advocacy services are survivor-centered, trauma-informed, and based in an understanding of structural oppression and cultures of violence.

CO-ADVOCACY SERVICES

Co-advocacy services is the practice of advocacy services as described above provided by two or more qualified advocates from two or more organizations or programs (including Tribal Nations programs). Co-advocacy services are a best practice when services from two or more programs are necessary to meet survivors' needs. An example is when one advocacy program is providing shelter services for a survivor and another advocacy program is providing culturally specific services for the same survivor.

CRISIS CALL

Crisis calls are most often from a survivor of domestic violence, sexual assault, stalking, dating violence, and/or trafficking. Callers may be seeking emotional support, information and referrals, advocacy, safety planning, safe housing, hospital response, and/or other emergency services. Examples of callers in crisis include, but not limited to, a sexual assault survivor

²⁰ O'Campo P, Kirst M, Tsamis C, Chambers C, Ahmad F (2011, January). Implementing successful intimate partner violence screening programs in health care settings: Evidence generated from a realist-informed systematic review. *Elsevier Journal of Social Science and Medicine*, 73, 855-866.

requesting hospital response, a survivor of childhood domestic violence needing emotional support, or a teen survivor experiencing ongoing sexual harassment from a classmate.

CRISIS LINE

A crisis line is an emergency telephone service available 24 hours a day staffed by persons who are adequately trained on domestic violence, sexual assault, dating violence and stalking. An acceptable 24-hour coverage plan may include part-time, direct forwarding of the crisis line to a partner organization through mutual agreement.

Those answering crisis phone calls must respond appropriately to disclosures of domestic violence, sexual assault, teen and adult dating violence, and stalking; and offer safety planning, peer support, information, and appropriate referrals. Organizations may have specific phone responders for sexual assault and for domestic violence.

Crisis lines must be accessible to persons through the service area by use of a toll-free number or publicized acceptance of collect calls. Crisis lines must be accessible to persons with limited English proficiency 24 hours a day through use of a Language Bank or Language Line or through access to crisis call receivers speaking in the area's primary non-English language(s) and TTD/TTYs or Relay services.

CULTURALLY RESPONSIVE

To be culturally responsive is to learn from and relate respectfully with people from other cultures. Culturally responsive practices are demonstrated when an organization of one cultural community appropriately responds to survivors of another cultural community. A culturally responsive organization promotes equity across cultures by recognizing the multiple intersecting identities of survivors and examining how its own practices and policies impact the people it serves. Culturally responsive services are a complement, not a substitute for, culturally specific services.²¹

CULTURALLY SPECIFIC ORGANIZATIONS AND SERVICES

"Culturally specific organizations" are those whose services are primarily directed toward racial and ethnic minority groups. "Culturally specific services" means community-based services that are culturally relevant and linguistically specific and designed for culturally specific communities.²²

DATING VIOLENCE

Dating violence means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons

²¹ http://www.ocadsv.org/sites/default/files/resource_pub/cs-def-feb2015.pdf

²² https://justice.oregon.gov/crime-victims/pdf/2018_vawa_comp_definitions_conditions.pdf

involved in the relationship.²³ Partners that are married, living together, and have made other commitments would not be considered dating violence. Teens who are dating and live apart are an example of dating relationships.

DISABILITY

A person is considered to have a disability under federal law if they have a physical or mental impairment which substantially limits one or more major life activities even with the help of medication or aids/devices. Some examples include AIDS, alcoholism, heart disease, and mental illness.²⁴

DOMESTIC VIOLENCE

Domestic violence is the willful intimidation, physical assault, battery, sexual assault, and/or other abusive behavior as part of a systematic pattern of power and control perpetrated by one intimate partner against another. It includes physical violence, sexual violence, psychological violence, and emotional abuse. The frequency and severity of domestic violence can vary dramatically; however, the one constant component of domestic violence is one partner's consistent efforts to maintain power and control over the other.^{25, 26}

DOMINANT CULTURE

For the purposes of this RFA, dominant culture refers to organizations/services that are not culturally specific. A dominant culture is one whose values, language, and ways of behaving are imposed on others through social or other pressures.²⁷ The majority of the non-profit organizations identified in this RFA are considered dominant culture.

EMERGENCY HOUSING OR SHELTER

In general, refers to safe and confidential emergency housing provided to victims and their children who are fleeing their homes due to domestic violence. Shelters are often run by domestic violence organizations that offer a continuum of services. A shelter is the provision of temporary refuge and supportive services in compliance with applicable State law (including regulation) governing the provision, on a regular basis, of shelter, safe homes, meals, and supportive services to victims of family violence, domestic violence, or dating violence, and their dependents. Emergency shelter includes utilizing motels.

EMERGENCY ASSISTANCE

Services provided to survivors to meet basic needs and provide immediate safety, like confidential housing, transportation, medical/legal advocacy, food.

²³ <http://www.justice.gov/ovv/dating-violence>

²⁴ <https://adata.org/faq/what-definition-disability-under-ada>

²⁵ <http://ncadv.org/learn-more>

²⁶ <http://www.oregonlaws.org/ors/135.230>

²⁷ https://www.doj.state.or.us/wp-content/uploads/2020/12/Summer_2020_Community_Conversations_Summary_Report.pdf

FAMILY VIOLENCE

A broader concept than domestic violence that can include child abuse and neglect, child-to-parent violence, or sibling violence. Under FVPSA legislation it is defined as: “Any act or threatened act of violence, including any forceful detention of an individual, that: (a) results or threatens to result in physical injury, and (b) is committed by a person against another.”

FOLLOW UP ADVOCACY SERVICES

Follow up advocacy services are those requested by the survivor after the initial contact with an advocate.

INFORMATION AND REFERRAL

Information and referral is a response to requests for information and/or referral regarding community services with the provision of current and appropriate referrals to meet these needs. Referrals shall include available culturally specific services and specialized services for historically underserved populations. Whenever possible, referral information given to the survivor shall include a contact name at the referral agency and specific service information.

LEGAL ADVOCACY

Legal advocacy means civil legal assistance provided by an advocate, not an attorney. Each funding source has its own guidelines for civil legal assistance in matters of housing, family law, public benefits, divorce, child custody and support, dependency, immigration, etc. as related to the victimization and safety of the survivor.

LEGAL SERVICES

Legal services are civil legal assistance provided by an attorney licensed to practice law or certified to appear in court under the supervision of a licensed attorney. Each funding source has its own guidelines for civil legal assistance in matters of housing, family law, public benefits, divorce, child custody and support, dependency, immigration, etc. as related to the victimization and safety of the survivor.

MARGINALIZED

Persons and/or communities treated as insignificant or peripheral by member of the dominant culture.

OPPRESSED

Persons and/or groups who are treated cruelly or unjustly, or are prevented from having the same opportunities, freedom, and benefits as the dominant culture.

OUTREACH

Outreach is a set of activities including community engagement, collaborative projects, speaking engagements, public service ads, printed materials, social media, and web sites designed to reach potential users of services. Outreach must include planned efforts to reach

communities of color, LGBTQIA2S+, people with disabilities, Tribal Nations, and other populations impacted by inequity.

PEER SUPPORT

Peer support means interactions, either through phone contact, peer-to-peer individual meetings, and/or group sessions, that validate the experiences of survivors and do not blame them, explore their options, build on strengths and respect their right to make their own decisions.

PERSONALLY IDENTIFYING INFORMATION

Individually identifying information for or about an individual including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, including:

- (A) A first and last name;
- (B) A home or other physical address;
- (C) Contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number);
- (D) A social security number; and
- (E) Any other information, including date of birth, racial or ethnic background, or religious affiliation, that, in combination with any of subparagraphs (A) through (D), would serve to identify any individual.

PREVENTION

Prevention addresses the root causes of violence and promotes healthy and equitable beliefs, attitudes, and behaviors.²⁸ Prevention strategies include teaching safe and healthy relationship skills; engaging influential adults and peers; disrupting the developmental pathways toward violence; creating protective environments; strengthening economic supports for families; and supporting survivors to increase safety and lessen harms.²⁹ Prevention activities are allowed only with ODSVS and ODHS funds in the Joint Application.

QUALIFIED VICTIM SERVICES PROGRAM

A nongovernmental, nonprofit, community-based program receiving moneys administered by the state Department of Human Services or the Oregon or United States Department of Justice, or a program administered by a tribal government, whose primary purpose is to offer safety planning, counseling, support, or advocacy services to victims of domestic violence, sexual assault, stalking or dating violence.³⁰

²⁸ <http://oregonsatf.org/programs/prevention/preventing-sexual-violence-in-oregon-framework/>

²⁹ <http://www.cdc.gov/violenceprevention/pdf/ipv-technicalpackages.pdf>;
<http://www.cdc.gov/violenceprevention/index.html>

³⁰ <http://www.oregonlaws.org/ors/40.264> and
<https://secure.sos.state.or.us/oard/displayDivisionRules.action?selectedDivision=311>

SAFETY PLANNING

Any formal or informal, written or oral, conversation or process with a survivor through which an advocate works with the survivor to identify and address risks, barriers or concerns regarding the survivor's ability to be safe from domestic violence, sexual assault, dating violence and/or stalking. The philosophy is to have decisions made in advance so if an emergency arises, there are concrete plans in place to achieve, eliminate, or manage a safety threat.³¹ Safety planning is offered as a direct service, over a crisis line, in shelter, and in conjunction with other services.³²

SECURE AND STABLE HOUSING

Housing that does not jeopardize the health, safety, or welfare of survivors and that permits access to electricity, heat, and running water. Specifically, housing that is confidential if necessary and within the survivor's ability to maintain long term.

SEXUAL ASSAULT

Sexual assault is any type of unwanted or nonconsensual sexual activity or contact. A sexual act is non-consensual in the absence of ongoing affirmative consent, freely given without coercion. Sexual assault can include rape, attempted rape, sexual coercion, voyeurism, exhibitionism, sexual harassment, or threats, forcing someone to pose for sexual pictures, sending unwanted texts or "sexts", etc.^{33, 34}

SHELTERING SERVICES

Sheltering services include temporary and transitional housing for survivors and their family members subject to capacity, availability, and suitability of available resources. Sheltering services may be provided in shelter facilities, safe houses, through motel stays, rapid re-housing, housing stabilization, etc. Under FVPSA, a shelter is the provision of temporary refuge and supportive services in compliance with applicable State law (including regulation) governing the provision, on a regular basis, of shelter, safe homes, meals, and supportive services to victims of family violence, domestic violence, or dating violence, and their dependents.

SURVIVOR CENTERED

A survivor-centered advocacy approach seeks to empower survivors by prioritizing their rights, safety, well-being, needs, and wishes. Voluntary participation in services is necessary to be survivor centered.

³¹ https://www.acf.hhs.gov/sites/default/files/documents/fysb/fvpsa_admin_guide_20121119_0.pdf; pages 70 or something. Navigating the Family Violence Prevention Services Act Program.

³² <http://dx.doi.org/10.4135/9781452232034>; <http://www.thehotline.org/help/path-to-safety/>;

³³ <http://www.womenshealth.gov/relationships-and-safety/sexual-assault-and-rape/sexual-assault>

³⁴ <http://oregonsatf.org/wp-content/uploads/2016/12/Intersections-of-Oppression-and-SV-Paper-FINAL-1.pdf>

STALKING

Stalking means a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.³⁵

TRANSPORTATION

Transportation assistance is available to help survivors find safety and access services. Transportation can be provided directly by staff and volunteers or by paying for a survivor's gas, bus tickets or taxi fare.

TRAUMA INFORMED

An approach, based on knowledge of the impact of trauma, aimed at ensuring environments and services are welcoming and engaging for service recipients and staff.

UNDERSERVED

These are populations that experience barriers related to access to prevention and intervention resources and services. The term "underserved populations" includes populations underserved because of geographic location, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alien status, or age), and any other population determined to be underserved by the U.S. Secretary of Health and Human Services.

³⁵ <http://www.justice.gov/ovw/stalking#stalking>

APPENDIX B: ELIGIBLE APPLICANTS FOR JOINT NON-COMPETITIVE GRANT FUNDS

Organization or Program	Main Location
Bradley-Angle House	Multnomah
Call for Safety	Multnomah
Canyon Crisis Center	Marion
Center Against Rape & Domestic Violence (CARDV)	Benton
Center for Hope and Safety	Marion
Clackamas Women's Services	Clackamas
Community Works	Jackson
Domestic Violence Resource Center, Inc.	Washington
Domestic Violence Services	Umatilla
Ecumenical Ministries of Oregon (ROSS)	Multnomah
El Programa Hispano Catalico	Multnomah
Harney HOPE	Harney
HAVEN from Domestic Violence	Wasco
Heart of Grant County	Grant
Helping Hands	Hood River
Henderson House Family Crisis Shelter & Services	Yamhill
Illinois Valley Safe House Association	Josephine
Immigrant & Refugee Community Organization	Multnomah
Impact NW	Multnomah
Klamath Crisis Center	Klamath
Lake County Crisis Center	Lake
Legal Aid Services of Oregon	Multnomah
MayDay, Inc.	Baker
My Sister's Place	Lincoln
Native American Family & Youth Association	Multnomah
New Beginnings Intervention Center	Lake
OASIS	Curry
Oregon Law Center - Coos	Coos
Oregon Law Center - Lane	Lane
Peace at Home	Douglas
Project DOVE	Malheur
Raphael House of Portland	Multnomah
SABLE House	Polk
Safe Harbors	Wallowa
SAFE of Columbia County	Columbia
Saving Grace	Deschutes
Self Enhancement, Inc.	Multnomah
Sexual Assault Resource Center	Washington
Sexual Assault Support Services	Lane

Organization or Program	Main Location
Shelter from the Storm	Union
Siuslaw Area Women's Center (Siuslaw Outreach Services)	Lane
The Harbor	Clatsop
The Salvation Army	Multnomah
Tides of Change	Tillamook
Volunteers of America Home Free	Multnomah
Women's Crisis Support Team	Josephine
Women's Safety & Resource Center	Coos
Womenspace	Lane
YWCA	Multnomah

Tribal Nation	County Service Area
Burns Paiute Tribe Victim Service Program	Harney
Confederated Tribes of Coos, Lower Umpqua & Siuslaw, Circles of Healing Victim Service Program	Coos, Curry Douglas, Lane, Lincoln
Confederated Tribes of Grand Ronde, Warriors of Hope Program	Lincoln, Linn, Lane, Tillamook, Benton, Yamhill, Polk, Marion, Multnomah, Clackamas, and Washington
Confederated Tribes of Siletz Indians, CARE Program	Lincoln, Linn, Lane, Tillamook, Benton, Yamhill, Polk, Marion, Multnomah, Clackamas, and Washington
Confederated Tribes of the Umatilla Indian Reservation, Family Violence Program	Umatilla
Confederated Tribes of the Warm Springs, Victims of Crime (VOCS) Program	Jefferson, Wasco
Coquille Indian Tribe	Coos, Curry, Lane, Jackson, Douglas
Cow Creek Band of Umpqua Tribe of Indians, Victim Assistance Program and Domestic Violence/Sexual Assault Program	Douglas, Jackson, Josephine, Coos, Deschutes, Lane, and Klamath
The Klamath Tribes, Healing Winds Program	Klamath