

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



**CHILDREN'S ADVOCACY CENTER FUND  
ONE-TIME PART 2  
NON-COMPETITIVE REQUEST FOR APPLICATIONS (RFA)**

**Applications Due: October 16, 2024**

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Oregon Department of Justice  
Crime Victim and Survivor Services Division  
1162 Court Street NE  
Salem, OR 97301-4096

## GRANT OPPORTUNITY SUMMARY

<b>Opportunity Type:</b>	Non-competitive
<b>RFA Release Date:</b>	September 11, 2024
<b>RFA Deadline:</b>	October 16, 2024, at 4:59 p.m. PDT
<b>Award Period:</b>	January 1, 2025 – December 31, 2026
<b>Registration:</b>	All applicants must register in the OR DOJ CVSSD E-Grants System
<b>Estimated Total Program Funding:</b>	\$3,250,000
<b>Expected Number of Awards:</b>	12 - 24
<b>Application Videoconference Calls:</b>	September 17 and 19, 2024
<b>CACF One-Time Part 2 Funding Purpose:</b>	Expand children’s access to, and increase the number of children served by, Children’s Advocacy Centers (CACs) and Regional Children’s Advocacy Centers (RCACs)
<b>Eligibility:</b>	Applicants must be a CAC, or a healthcare provider connected through a Memorandum of Understanding (MOU) or contract with a CAC. In addition, applicants must certify that the CAC (as the direct applicant, or in connection with the healthcare provider applicant) will be accredited by the National Children’s Alliance (NCA) or will have an application for accreditation pending on or before June 30, 2025.

# TABLE OF CONTENTS

RESOURCES FOR THIS APPLICATION .....	1
AMENDMENTS TO THIS APPLICATION .....	1
APPLICATION VIDEOCONFERENCE SCHEDULE .....	2
TIMETABLE FOR APPLICATION REVIEW & GRANT AWARDS .....	2
STAFF CONTACT INFORMATION.....	3
SECTION I: APPLICATION OVERVIEW .....	4
A.    INTRODUCTION .....	4
B.    ELIGIBILITY .....	4
C.    PURPOSE .....	5
D.    INFORMATION SPECIFIC TO CACF ONE-TIME PART 2 FUNDING .....	5
E.    COMMON REQUIREMENTS FOR ALL ODOJ CVSSD GRANTEES .....	6
F.    POSSIBLE OUTCOMES OF NON-COMPLIANCE .....	8
SECTION II: GRANT AWARDS .....	9
A.    AWARD PERIOD .....	9
B.    AWARD AMOUNT AND NUMBER OF AWARDS .....	9
C.    PAYMENT OF AWARDS .....	10
D.    UNEXPENDED FUNDS AND DEOBLIGATION OF FUNDS .....	10
SECTION III: GENERAL INSTRUCTIONS FOR E-GRANTS.....	10
SECTION IV: USE OF FUNDS.....	12
A.    ALLOWABLE COSTS.....	12
B.    UNALLOWABLE COSTS.....	14
SECTION V: SUBMISSION INFORMATION.....	14
SECTION VI: APPLICATION REVIEW & AWARD DECISIONS .....	15
A.    APPLICATION REVIEW PROCESS .....	15
B.    AWARD CONDITIONS .....	16
C.    RESERVATIONS OF RIGHTS.....	17
D.    REVIEW OF AWARD DECISIONS .....	17

SECTION VII: MONITORING/REPORTING REQUIREMENTS.....	18
A.    GRANT MONITORING .....	18
B.    DEFAULT .....	18
C.    REPORTING REQUIREMENTS .....	19
APPENDIX A – GLOSSARY OF TERMS .....	20
APPENDIX B – ALLOCATIONS PER CAC.....	25

## RESOURCES FOR THIS APPLICATION

Throughout this document, the Oregon Department of Justice Crime Victim and Survivor Services Division is referred to as ODOJ CVSSD. The Children’s Advocacy Center Fund (CACF) One-Time Part 2 application is referred to as the “RFA” or “application.”

**The CACF One-Time Part 2 E-Grants Form Instructions** provide guidance for each line item in the application. The Instructions can be found on the landing page or the Form Menu in the E-Grants Application.

The [ODOJ CVSSD E-Grant Applicant User Guide](#) answers questions about navigating the system.

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

[E-Grants Training with ASL](#)

[E-Grants Training without ASL](#)

## AMENDMENTS TO THIS APPLICATION

ODOJ CVSSD may amend the RFA. Amendment(s) are posted on the ODOJ CVSSD E-Grants system as a document link on the Form 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 RFA 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 the Fund Coordinator listed below. Requests must be received by **October 1, 2024**, 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 CVSSD may also informally respond to applicants' questions with responses that do not affect the provisions of the RFA.

## APPLICATION VIDEOCONFERENCE SCHEDULE

Applicants are strongly encouraged to attend a videoconference session listed below. Registration is not necessary.

Date	Time	Link
September 17, 2024	9:00-10:30am PDT	Join Zoom.Gov Meeting <a href="https://www.zoomgov.com/j/1606198412?pwd=5QOLg4ibNmlaBColyqa8spV1aGQw01.1">https://www.zoomgov.com/j/1606198412?pwd=5QOLg4ibNmlaBColyqa8spV1aGQw01.1</a>  Meeting ID: 160 619 8412 Passcode: 429370  One tap mobile +16692545252,,1606198412#,,,,*429370# US (San Jose) +14154494000,,1606198412#,,,,*429370# US (US Spanish Line)
September 19, 2024	12:00-1:30pm PDT	Join Zoom.Gov Meeting <a href="https://www.zoomgov.com/j/1611387076?pwd=jutaRcC2Ew59iPIIdCWGSVXmEyDCSam.1">https://www.zoomgov.com/j/1611387076?pwd=jutaRcC2Ew59iPIIdCWGSVXmEyDCSam.1</a>  Meeting ID: 161 138 7076 Passcode: 242913  One tap mobile +16692545252,,1611387076#,,,,*242913# US (San Jose) +14154494000,,1611387076#,,,,*242913# US (US Spanish Line)

If you need accommodations to participate in the videoconferences, please contact Maria Ruiz Ceja by email at [Maria.RuizCeja@doj.oregon.gov](mailto:Maria.RuizCeja@doj.oregon.gov). Please

identify the session(s) you will be attending and the accommodation you are requesting. Closed Captioning, ASL Interpreters, and Spoken Language Interpreters are examples of accommodations that will be provided upon request.

## TIMETABLE FOR APPLICATION REVIEW & GRANT AWARDS

<b>Date</b>	<b>Activity</b>
September 11, 2024	Request for Applications (RFA) Released
September 17 and 19, 2024	RFA Informational Videoconferences
October 1, 2024	Requests for Changes/Amendments to the RFA Due
October 4, 2024	Final Changes/Amendments to the RFA Posted
<b>October 16, 2024</b>	<b>Application due through ODOJ CVSSD E-Grants</b>
November 2024	Application Review
December 2024	Award Notification and Requests for Modifications
January 1, 2025	Award Period Begins

## STAFF CONTACT INFORMATION

Questions about this RFA can be directed to:

<b>Fund Coordinator</b>	<b>Phone</b>	<b>Email</b>
Kevin Dowling	971-701-1176	Kevin.Dowling@doj.oregon.gov
<b>Grant Specialist</b>	<b>Phone</b>	<b>Email</b>
Amanda VanTil	503-378-6870	Amanda.L.VanTil@doj.oregon.gov

E-Grant specific questions can be directed to:

<b>Fund Coordinator</b>	<b>Phone</b>	<b>Email</b>
Mackenzie Gray	503-378-5647	Mackenzie.E.Gray@doj.oregon.gov

# SECTION I: APPLICATION OVERVIEW

## **A. INTRODUCTION**

In 2024, the Oregon Legislature passed SB1579 directing ODOJ to develop and administer a one-time non-competitive grant program to expand children's access to CACs and RCACs and increase the number of children served. SB1579 appropriated \$7,000,000 to the grant program and directed ODOJ to distribute the funding in two parts:

Part 1 Funding (non-competitive) – 50% of grant funds were to be distributed in equal shares to each of Oregon's CACs. The funds were made available in May 2024. Per SB1579, any undistributed amount in Part 1 funding would be awarded to Oregon Child Abuse Solutions to support CACs seeking accreditation with NCA.

Part 2 Funding (non-competitive) – 50% of grant funds were to be distributed according to rules established by Section 4(5) of SB1579 and the related OAR, as outlined in this RFA.

SB1579 requires ODOJ to award and distribute all amounts available for grants no later than June 30, 2025.

## **B. ELIGIBILITY**

To be eligible for CACF One-Time Part 2 funding, applicants must be:

1. A CAC certifying that on or before June 30, 2025, they will be accredited by NCA or will have an application for accreditation with NCA pending, or
2. A healthcare provider (includes medical facilities) applying to expand medical assessment services, intervention services and any other services and supports not inconsistent with the purposes of ORS 418.746 to 418.796. The healthcare provider must submit, as part of their application, a letter of support from the CAC demonstrating: (1) the CAC commits to establishing an MOU or contract with the provider relative to the services and supports listed in their application, including the provision of data to satisfy reporting



requirements specific to this grant, and (2) the CAC satisfies the NCA accreditation requirements described in the preceding paragraph.

### **C. PURPOSE**

The purpose of CACF One-Time Part 2 funding is to expand children’s access to and increase the number of children served by CACs and RCACs in this state.

### **D. INFORMATION SPECIFIC TO CACF ONE-TIME PART 2 FUNDING**

1. Per SB1579, applicants must demonstrate how the grant award would:
  - a. allow for initial consultation with a designated medical professional, as defined in ORS 419B.023, within 48 hours in accordance with Karly’s Law; and
  - b. improve response times for intervention following incidents of child abuse and the prevention of child fatalities.
  
2. Factors ODOJ CVSSD may consider in determining awards include the applicant’s ability to:
  - a. expand access to or maintain a CAC in an underserved community
  - b. expand access to a CAC in a geographic area of Oregon with no CACs
  - c. expand access to CAC services and supports to children from historically marginalized and underserved communities
  - d. provide behavioral and mental health services for victims of child abuse
  - e. provide services to drug-endangered children
  - f. provide services to children who have been trafficked
  
3. Information on allowable uses of the funding can be found below in [Section IV: Use of Funds](#). Allowable uses of funds include:
  - a. expanding access to designated medical professionals, as described in ORS 418.747 (9); and
  - b. costs associated with obtaining accreditation from the National Children’s Alliance, including application fees and support staff expenses.
  - c. costs directly related to maintaining or expanding CAC services, including, but not limited to: forensic interviews, medical

examinations, treatment, behavioral and mental health services, and referral and/or coordination of other related services.

4. ODOJ CVSSD must award and distribute all amounts available for grants under this one-time grant no later than June 30, 2025.

## E. COMMON REQUIREMENTS FOR ALL ODOJ CVSSD GRANTEES

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

1. **Advancing equity and meaningful community engagement (applicable only to organizations/agencies representative of the dominant culture)<sup>1</sup>**
  - 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 Tribal Nations, as well as communities of color, 2S+LGBTQIA, people with disabilities, and other populations impacted by inequity<sup>2,3,4,5</sup>. 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:

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<sup>1</sup> 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.

<sup>2</sup> [https://www.doj.state.or.us/wp-content/uploads/2020/12/Summer\\_2020\\_Community\\_Conversations\\_Summary\\_Report.pdf](https://www.doj.state.or.us/wp-content/uploads/2020/12/Summer_2020_Community_Conversations_Summary_Report.pdf)

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

<sup>4</sup> [https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon\\_tribal\\_nation\\_listening\\_tour.pdf](https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nation_listening_tour.pdf)

<sup>5</sup> [https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon\\_tribal\\_nations\\_county\\_service\\_area.pdf](https://www.doj.state.or.us/wp-content/uploads/2017/06/oregon_tribal_nations_county_service_area.pdf)

- 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.
- 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](#).

**4. Effective Services and Sound Administrative and Financial Management**

- a. Risk assessments are completed and submitted with the 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.<sup>6</sup>

**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.**

**F. 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, if applicable, depending on funding.
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.

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<sup>6</sup> New grantees must comply with all applicable CVSSD and CAMI Program specific training requirements.

## SECTION II: GRANT AWARDS

### **A. AWARD PERIOD**

The award period is two calendar years, from January 1, 2025, through December 31, 2026.

### **B. AWARD AMOUNT AND NUMBER OF AWARDS**

1. Total funding available for this CACF One-Time Part 2 RFA is \$3,250,000.
2. The estimated number of awards is 12 – 24.
3. Per SB1579, the total amount distributed to a CAC may not exceed \$300,000, calculated based on the total of:
  - a. Amounts distributed to a CAC in CACF One-Time Part 1 funding; and
  - b. Amounts awarded to a CAC under CACF One-Time Part 2 funding, including any amounts awarded to a healthcare provider connected with the CAC.
4. The total award available to each CAC will depend on the number of eligible applications received. If all 24 Oregon CACs submit applications and qualify for CACF One-Time Part 2 funding, the maximum award amount per CAC will be \$135,416. Each applicant may submit a budget in two tiers:
  - a. Tier 1 Budget – maximum of \$135,416, ( $\$3,250,000 / 24$ ).
  - b. Tier 2 Budget – maximum additional budget =  $\$300,000 - (\text{CACF Part 1 Award} + \$135,416)$

For example, if a CAC was awarded \$135,416 in Part 1 funding, and wanted to apply for the maximum total award of \$300,000, for this RFA they would submit a Tier 1 budget totaling \$135,416 and a Tier 2 budget totaling \$29,168.

Depending on the number of applications received, modifications to an applicant's Tier 2 budget may be necessary.

Healthcare provider applicants should work collaboratively with the CAC in submitting their application(s) so the amount requested doesn't exceed the maximum allowed per CAC. This is especially true if both entities are submitting applications for the same service area, to ensure the combined total requested from each entity doesn't exceed the maximum award allowed.

Applicants should carefully consider the resources needed to successfully implement the proposed project and present a realistic budget that accurately reflects project costs.

### **C. PAYMENT OF AWARDS**

All payments are contingent upon funds being appropriated and available for distribution. Funds will be paid prospectively when grantee's CACF One-Time Part 2 application is in Grant Awarded status in DOJ CVSSD E-Grants.

### **D. UNEXPENDED FUNDS AND DEOBLIGATION OF FUNDS**

All funds must be expended by December 31, 2026.

## **SECTION III: GENERAL INSTRUCTIONS FOR E-GRANTS**

The following instructions are intended to guide the applicant in completing the CACF One-Time Part 2 application in the ODOJ CVSSD E-Grants system. Refer to the "CACF One-Time Part 2 E-Grants Form Instructions" document for more detailed information. The Instructions can be found on the landing page or the Form Menu in the E-Grants Application.

1. **The application is due on October 16, 2024, by 4:59 p.m., Pacific Daylight Time.** Late applications will not be accepted.
2. If you already have an account in E-Grants, visit [www.cvssdegrants.com](http://www.cvssdegrants.com) to initiate an application. 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.

3. If this is your first application with ODOJ CVSSD, you will need to create a username and password to access E-Grants. Once you create an account, ODOJ CVSSD will review the information you submitted and activate your account. You will receive an email notification once your account has been activated. Once you receive the notification that your account has been activated, you can sign in and access the grant application.
4. 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**, using the left-hand navigation panel to move through the forms. In order to submit a completed application, applicants must change the status of the application to **“Application Submitted”** when all forms are complete, and all errors are corrected.
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 Grant Agreement requirements.
7. Technical assistance for the ODOJ CVSSD E-Grants system is available from a variety of sources, including:
  - a. The E-Grants Form Instructions included in the first section of the navigational panel of the E-Grants application.
  - b. The [ODOJ CVSSD E-Grants Applicant User Guide](#).
  - c. The ODOJ [CVSSD staff listed above](#) in this application.
  - d. The Agate Software Help Desk for system technical assistance, which is available Monday – Friday 5am to 5pm, Pacific Daylight Time, at 1-866-449-1425 or email [azhelpdesk@agatesoftware.com](mailto:azhelpdesk@agatesoftware.com).

8. All required documents for this application are found in ODOJ CVSSD E-Grants.
9. 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 required forms are completed and all errors are corrected.
10. Do not attach or upload documents to the forms pages that are not requested unless otherwise directed by ODOJ CVSSD.

## SECTION IV: USE OF FUNDS

### **A. ALLOWABLE COSTS**

1. Applicants may use grant funds:
  - a. for costs directly related to maintaining or expanding CAC services, including, but not limited to: forensic interviews, medical examinations, treatment, behavioral and mental health services, and referral and/or coordination of other related services;
  - b. to expand access to designated medical professionals, as described in ORS 418.747(9); and
  - c. for costs associated with obtaining accreditation from the National Children's Alliance, including application fees and support staff expenses.
2. Allowed costs and services for CACF One-Time Part 2 funds include, but are not limited to:
  - a. salaries and benefits for staff who provide direct services to victims/survivors and non-offending family members
  - b. salaries and benefits for executive, program management, and support staff
  - c. office supplies (e.g., telecommunications, mail and shipping expenses, printing, small equipment, furniture)



- d. outreach materials and public awareness activities (e.g., publication, distribution, events)
- e. training costs which include in-house professional development trainings (e.g., trauma informed practice, recognizing implicit bias, understanding cultural humility and structural racism, cultivating diversity and equity, and advocacy best practices)
- f. travel costs
- g. emergency services costs
- h. prevention and intervention of secondary trauma in staff and volunteers (includes brief counseling and excludes long-term counseling)
- i. contract costs
- j. direct administrative costs associated with operating the organization
- k. de minimis rate of the modified total direct costs as established by a cost allocation plan
- l. an approved federally negotiated indirect cost rate
- m. operating costs such as property insurance, security systems, accounting and bookkeeping software, automated systems and technology, essential communication services, audit costs
- n. other expenses that are necessary and essential to providing CAC services including, but not limited to:
  - i. mortgage, rent, and utilities for the CAC
  - ii. maintenance, repair, or replacement of essential items
  - iii. minor building adaptations and/or improvements
  - iv. membership dues to organizations providing information on CAC operations or services
  - v. project and program evaluation
  - vi. fundraising campaigns, endowment drives, or solicitation of gifts and bequests in support of the services, activities, and programs of the CAC

3. Some costs and services are allowed but require advance written approval from ODOJ CVSSD and may require the organization to submit policies for procurement, purchase, usage, management, and disposition of the property or equipment. Examples include, but are not limited to:

- a. capital expenditures for general or special purpose equipment with a unit cost of \$5,000 or more
- b. capital expenditures for buildings or land
- c. land acquisition
- d. leasing or purchasing vehicles

## **B. UNALLOWABLE COSTS**

Unallowed costs and services for CACF One-Time Part 2 funds include, but are not limited to:

1. lobbying costs
2. retirement of any debt or reimbursement of any person or entity for expenditures made or expenses incurred prior to or after the award period
3. staff meals not associated with overnight travel unless otherwise described in the organization's financial policies
4. first class airline or ground travel
5. bar charges, entertainment, honoraria, and memorabilia, gifts and souvenirs, gift certificates, movies, arcades, recreation, or sporting events
6. personal items such as makeovers, club membership dues, flowers, cards, social events, or promotion of church attendance
7. rent and utilities of an employee or Board member of the organization

## **SECTION V: SUBMISSION INFORMATION**

CACF One-Time Part 2 applications MUST be submitted through the ODOJ CVSSD E-Grant system. For instructions on how to submit your application, please review the "Submitting your Application" section of the [ODOJ CVSSD E-Grant Applicant User Guide](#).

The CACF One-Time Part 2 Grant Application is Due:

**October 16, 2024, by 4:59 pm PDT**

When applications are submitted, they are entered into a “read-only” status and cannot be changed.

At the deadline time, e-grants will lock the system and will no longer accept applications.

**Late applications will not be considered for funding.**

## SECTION VI: APPLICATION REVIEW & AWARD DECISIONS

### **A. APPLICATION REVIEW PROCESS**

This Request for Applications is non-competitive. Applications will be reviewed by ODOJ CVSSD staff and evaluated using the criteria set forth in this RFA.

ODOJ CVSSD may seek clarification about or ask for additional information regarding an application. ODOJ CVSSD may also require changes to an application prior to awarding grant funds and within a stated time frame as instructed by the ODOJ CVSSD fund coordinator. In conjunction with the review of applications for the CACF One-Time Part 2 funds, ODOJ CVSSD staff will factor in the applicant’s level of risk, previous performance, and compliance history with ODOJ CVSSD grant funds. This includes timeliness, accuracy and truthfulness of progress and financial reports, and information gathered during desk reviews and site visits. ODOJ CVSSD 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.

As noted in the *Grant Awards* section, the CACF One-Time Part 2 application includes a two-tiered budget. Given this is a non-competitive application, all

applicants meeting the requirements outlined in this RFA will receive funding in the Tier 1 budget, up to \$135,416.

Once the Tier 1 funding has been distributed, the remaining amount for the Tier 2 budgets will be divided equally by the number of eligible applicants. Depending on the number of applications received, modifications to an applicant's Tier 2 budget may be necessary. That's because award amounts for expenses budgeted in the Tier 2 column will depend on the number of applicants and the amounts they requested in their Tier 1 budgets. For example, if there were 20 applicants all eligible to receive \$135,416 in their Tier 1 budgets, the amount available for Tier 2 budgets would be  $\$3,250,000 - (\$135,416 \times 20) = \$541,680$ . In this example, the \$541,680 in funds remaining, after all eligible applicants were allocated Tier 1 funding, would be divided equally among applicants who submitted a Tier 2 budget. If 20 applicants submitted a Tier 2 budget, then each would receive up to \$27,084.

Finally, note that per SB1579, the maximum award available per CAC is \$300,000, calculated based on the total of amounts distributed to a CAC in CACF One-Time Part 1 funding, and amounts awarded to a CAC under CACF One-Time Part 2 funding, including any amounts awarded to a healthcare provider connected with the CAC.

## **B. AWARD CONDITIONS**

All grant awards are conditional upon the timely completion of modifications to the application and 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 has the authority to withdraw the award and reallocate the funds. **Reports for all existing grants with ODOJ CVSSD must be complete before an 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 the applicant and by the ODOJ CVSSD designee. All ODOJ CVSSD grant agreements include requirements that must be satisfied by both parties to the agreement. ODOJ CVSSD may also include special conditions in grant awards at any point within the award period. Special conditions may include those described above under "Possible Outcomes of Noncompliance." An applicant's failure to satisfy the special conditions shall be governed by the default and termination provisions in the grant agreement.

## C. RESERVATIONS OF RIGHTS

ODOJ CVSSD reserves the right to:

1. seek clarification from applicants regarding the application, ask for additional information about the application, and request modifications to the application;
2. award a grant contract without further discussion of the proposals submitted;
3. reject any and all applications received by reason of this request, or to negotiate separately in any manner necessary to serve the best interest of the public;
4. determine, in their sole discretion, whether a proposal does or does not, substantially comply with the requirements of this CACF One-Time Part 2 RFA; and
5. waive any minor irregularity, informal or non-conformance, with the provisions or procedures of this RFA.

## D. REVIEW OF AWARD DECISIONS

1. **Informal Review** – applicants may request informal feedback regarding their grant application within 90 days after receiving notification of the award decision. Contact Kevin Dowling, Grant Fund Coordinator, for additional information regarding this process.
2. **Formal Review** - an applicant may request a review, by written request, to ODOJ CVSSD within seven (7) calendar days after receiving notification of the award decision.
  - a. Each applicant will be informed of this review procedure at the time a decision is made regarding its application.
  - b. No applicant will be subject to reprisal for seeking a review of an award decision.
  - c. When ODOJ CVSSD is notified that an applicant has requested an award decision review, a meeting will be scheduled for the applicant to meet with the ODOJ CVSSD Grant Fund

Coordinator. The Grant Fund Coordinator may also include other ODOJ CVSSD staff in the meeting. Every effort will be made to hold this meeting within 14 calendar days of the receipt of the review request. The ODOJ CVSSD Grant Fund Coordinator will notify the applicant of the meeting outcome/decision within five (5) calendar days following said meeting.

- d. If the matter at hand is not resolved through the above-described procedure, the applicant may request a review of the issue by the Oregon Attorney General or designee. The applicant shall make a written request for such a review to the Director of ODOJ CVSSD within seven (7) calendar days following notification of the results of the meeting described in the preceding paragraph.
- e. Every effort will be made to have a final decision by the Oregon Attorney General or designee within 14 calendar days of receipt of the request.

## SECTION VII: MONITORING/REPORTING REQUIREMENTS

### **A. GRANT MONITORING**

ODOJ CVSSD monitors awards in accordance with the [ODOJ CVSSD Grant Monitoring Policy](#). The objective of monitoring is to support program development, provide technical assistance, and assure that the grantee is: a) providing services as described in this RFA and grant agreements; b) spending grant funds as agreed; c) working towards grant funded objectives; and d) following appropriate fiscal procedures.

### **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 VI.B. of the

ODOJ CVSSD Grant Monitoring Policy, and in the ODOJ CVSSD grant agreement.

### C. REPORTING REQUIREMENTS

Grantees will submit quarterly financial and progress reports through the ODOJ CVSSD E-Grants system.

1. Progress Reports  
Grantees must submit quarterly progress reports in E-Grants on project goals, objectives, target output numbers and outcomes.
2. Financial Reports
  - a. Grantees must submit quarterly financial reports in E-Grants and as described in the grant agreement.
  - b. In addition to any specified conditions, grantees must adhere to the financial guidelines set forth in the fund specific ODOJ CVSSD Grant Agreement.
3. Reporting Dates  
All reports will be submitted electronically through the ODOJ CVSSD E-Grants system according to the following schedule:

Due Date*	Activity
04-30-2025	Financial and Progress Reports due in E-Grants
07- <del>20</del> -2025**	Financial and Progress Reports due in E-Grants
10-31-2025	Financial and Progress Reports due in E-Grants
01-31-2026	Financial and Progress Reports due in E-Grants
04-30-2026	Financial and Progress Reports due in E-Grants
07- <del>20</del> -2026**	Financial and Progress Reports due in E-Grants
10-31-2026	Financial and Progress Reports due in E-Grants
01-31-2027	Financial and Progress Reports due in E-Grants

\*The complete reporting schedule for all ODOJ CVSSD grants is available at: [Important Grant Reporting Dates - Oregon Department of Justice](#).

\*\* Please note the early reporting deadline for July. This is due to ODOJ's year-end fiscal requirements.

## APPENDIX A – GLOSSARY OF TERMS

This glossary defines terms found within this application that are common to the application.

**ACCESS TO SERVICES:** the degree to which a service is available to as many people as possible and the ability of people to benefit from a system or entity. To ensure meaningful access to services for all victims of crime across the State, programs must be able to appropriately respond to requests for assistance (i.e., completion of compensation claims, child abuse medical assessments, provide victim rights information, etc.). In addition, those agencies whose primary services are focused on a specific area of victim assistance must be able to directly link victims whose needs may be beyond their expertise to the appropriate community partner agency/program. Access to services is measured through outcomes.

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

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

**APPLICATION PENDING:** for the purposes of this RFA, “application pending” means a CAC has submitted an application for accreditation to National Children’s Alliance on or before June 30, 2025.

**CHILDRENS ADVOCACY CENTER or CAC:** a facility that meets the facility standards described in ORS 418.788, to which a child from the community may be referred to receive a thorough child abuse assessment for the purpose of determining whether the child has been abused or neglected, and that facilitates a coordinated, comprehensive and multidisciplinary response to cases of child abuse.

**CONTRACT:** a formal partnership that involves an exchange of funds.



**CRIME VICTIM or VICTIM OF CRIME:** a person who has suffered physical, sexual, financial and/or emotional harm as the result of the commission of a crime.

**CULTURALLY SPECIFIC ORGANIZATION:** a nonprofit, nongovernmental organization or Tribal program that primarily serves members of a specific underserved population and has demonstrated experience and expertise providing culturally appropriate services to members of that specific underserved population. The dominant organizational culture of a culturally specific organization, including staff, programs, operations, activities and materials, reflect the culture and values of a specific community. The organization should have a board of directors or steering committee and staffing that is reflective of the culturally specific community it serves.

**CULTURALLY RESPONSIVE PROGRAM:** a program that is designed to meet the needs of victims from a specific, broadly defined, cultural community. The dominant organizational culture of a culturally responsive program, including staff, programs, operations, activities and materials, reflect the culture and values of a specific community. The organization should have an advisory steering committee and staffing that is reflective of the culturally specific community it serves. Non-Culturally Specific Organizations (existing community and government-based victim advocacy agencies) may be eligible to apply to provide a Culturally Responsive Program if they meet the criteria for a culturally responsive program.

**CULTURALLY SPECIFIC PROGRAM:** a program that is designed to meet the needs of victims from a specific, broadly defined, cultural community. The dominant organizational culture of a culturally specific program, including staff, programs, operations, activities and materials, reflect the culture and values of a specific community. The organization should have a board of directors and staffing that is reflective of the culturally specific community it serves.

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

learning about cultural differences, the cultures of others, and how culture influences each of us and our work together.

**DESIGNATED MEDICAL PROFESSIONAL (DMP):** defined by ORS 418.747(9) as a physician, physician assistant, or nurse practitioner who has been trained to conduct child abuse medical assessments, as defined in ORS 418.782, and who is, or who may designate another physician, physician assistant, or nurse practitioner who is regularly available to conduct the medical assessment described in ORS 419B.023 (Karly's Law).

**DIRECT SERVICE or SERVICES TO VICTIMS OF CRIME:** services described in 42 U.S.C. 10603(d)(2), and efforts that – (1) Respond to the emotional, psychological, or physical needs of crime victims; (2) Assist victims to stabilize their lives after victimization; (3) Assist victims to understand and participate in the criminal justice system; or (4) Restore a measure of safety and security for the victim.

**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.<sup>7</sup>

**GOVERNING BODY:** a group of people (community leaders, board of directors, county commissioners, Tribal leaders, etc.) who formulate policy and direct the affairs of an agency/program in partnership with the managers.

**HEALTHCARE PROVIDER:** a licensed provider with specific training in child abuse, licensed to provide services in areas that may include primary care, specialty care, hospital and mental health. For the purposes of this RFA, the term “healthcare provider” includes “health care providers” and “medical facilities.”

**MEDICAL ASSESSMENT:** defined in ORS 418.782(5) as the taking of a child's thorough medical history and a complete physical examination of the child, for the purpose of making a medical diagnosis, by or under the direction of an individual trained in the evaluation, diagnosis and treatment of child abuse who is a licensed physician, physician assistant or nurse practitioner.

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<sup>7</sup> <https://adata.org/faq/what-definition-disability-under-ada>

**MEANINGFUL ACCESS to SERVICES:** an agency/program must be able to provide victims meaningful access to services which includes appropriately responding to an initial crisis call and/or disclosure, offering services that are responsive to a victim's status and identity, and connecting victims to partner organizations, as needed.

**MEMORANDUM OF UNDERSTANDING (MOU)** – a formal partnership, also known as a “linkage agreement”, that does not involve an exchange of funds.

**NATIONAL CHILDREN'S ALLIANCE (NCA)** – the national membership association and accrediting body for more than 950 Children's Advocacy Centers across the United States.

**PEOPLE WHO ARE UNDERSERVED:** 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.

**POPULATION SPECIFIC ORGANIZATION:** a nonprofit, nongovernmental agency/program or Tribal program that primarily serves members of a specific underserved population AND has demonstrated experience and expertise providing targeted services to members of that specific underserved population.

**POPULATION SPECIFIC PROGRAM:** a program within a nonprofit, nongovernmental organization or Tribal governmental program entity that primarily serves members of a specific underserved population AND has demonstrated experience and expertise providing targeted services to members of that specific underserved population.

**POPULATION SPECIFIC SERVICES:** victim-centered services that address the safety, health, economic, legal, housing, workplace, immigration, confidentiality, or other needs of victims that are designed primarily for, and are targeted to, a specific underserved population. Population Specific Services can be the sole focus of an agency/program or can be a program within a larger organization. Some services may identify one population specific community; others may serve multiple

population specific communities simultaneously. Service delivery models will differ based on needs and experiences of the community.

**REGIONAL CHILDREN’S ADVOCACY CENTER (RCAC)** - a facility operated by a children’s advocacy center that meets the facility standards described in ORS 418.788 and is selected by the Child Abuse Multidisciplinary Intervention Program to provide training and complex case assistance.

**TRIBAL ORGANIZATION:** a recognized governing body of any Indian tribe, to include any legally established organization of Indians which is controlled, sanctioned, or chartered by such governing body.

## APPENDIX B – ALLOCATIONS PER CAC

Children's Advocacy Center	Part 1 Awarded	Part 2 Tier 1 Budget Maximum	Part 2 Tier 2 Budget Maximum	MAXIMUM ALLOWED (per SB1579)
ABC House	\$ 133,166.00	\$ 135,416.00	\$ 31,418.00	\$ 300,000.00
Amani Center	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Baker County	\$ 30,000.00	\$ 135,416.00	\$ 134,584.00	\$ 300,000.00
CARES Northwest	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
CAC of Lincoln County	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
CAC of Jackson County	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Children's Center	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Douglas CARES	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Guardian Care Center	\$ -	\$ 135,416.00	\$ 164,584.00	\$ 300,000.00
Helping Hearts	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Josephine County CAC	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Juliette's House	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
KIDS Center	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Kids FIRST	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Kids' HOPE Center	\$ 54,033.00	\$ 135,416.00	\$ 110,551.00	\$ 300,000.00
Klamath-Lake CARES	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Liberty House	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Mt. Emily Safe Center	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
SafeSpace CAC of the Gorge	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Snwiyaila Miyanashna	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
STAR Center	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
The Lighthouse for Kids	\$ 37,881.50	\$ 135,416.00	\$ 126,702.50	\$ 300,000.00
Tillamook County	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00
Wally's House	\$ 135,416.00	\$ 135,416.00	\$ 29,168.00	\$ 300,000.00

\*Applicants from a CAC, or healthcare providers with an MOU or contract with a CAC, may apply for funding up to the amounts listed for each CAC in the associated columns titled "Part 2 Tier 1 Budget Maximum" and "Part 2 Tier 2 Budget Maximum."

Per SB1579, the maximum amount an applicant can request in Part 2 funding equals \$300,000 minus the amount awarded to the CAC in Part 1 funding and/or awarded to a healthcare provider connected with that CAC in Part 2 funding. See

“Section VI: Application Review & Award Decisions” for information on how the amount of requested Tier 2 budget funding per eligible applicant will be determined.

Also, if a CAC’s Part 1 award was in pending status at the time of this RFA’s release and they did not accept their full allocation, then Part 2 amounts may be different than what is reflected in the chart.