

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



**2025-2027
CHILDREN'S ADVOCACY CENTER FUND
(CACF) STATE GRANT**

**Non-Competitive Grant Funding Opportunity
Request for Applications (RFA)**

Applications Due: August 12, 2025, 4:59 PM PST

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

Grant Opportunity Summary

Opportunity Type:	Non-Competitive
RFA Release Date:	July 2, 2025
Application Due Date:	August 12, 2025, at 4:59 PM PST
Award Period:	July 1, 2025 – June 30, 2027
Available Funding:	\$5,400,000 ¹
Registration:	Applicants must register in the ODOJ CVSSD E-Grants System
Matching Requirement:	None
Application Videoconference:	July 8, 2025, 10:00am-11:30am via Zoom
Q&A Drop-in Session:	July 16, 2025, 11:30am-12:30pm via Zoom
Purpose:	The purpose of the Children’s Advocacy Center Fund is to help Children’s Advocacy Centers maintain and expand the critical services they provide to children referred due to concerns of abuse and the non-offending family members of those children.
Eligibility:	All applicants must be one of Oregon’s Children’s Advocacy Centers currently designated by one or more Oregon county or federally recognized Tribal nation’s Child Abuse MDT(s) in Oregon to provide child abuse assessment services to children referred for concerns of abuse. The list of those eligible can be found in Appendix A.

¹ See [History of Children’s Advocacy Center Funds \(CACF\)](#) section of this document for explanation of available funding.

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SECTION I: APPLICATION RESOURCES & INFORMATION

Throughout this document, the Oregon Department of Justice Crime Victim and Survivor Services Division is referred to as **ODOJ CVSSD**. The 2025-27 Children’s Advocacy Center Fund (CACF) Request for Applications (RFA) is referred to as the “**RFA**” or “**application**.”

Links to RFA and Instructions

This RFA is available in PDF format on the ODOJ CVSSD E-Grants system in [E-Grants](#) and on the [Child Abuse Multidisciplinary Intervention \(CAMI\) Fund](#) webpage.

The 2025-27 CACF Application Instructions provide guidance for each line item in the application and can be found on the Form Menu of the RFA in [E-Grants](#).

Getting Started with E-Grants

The grant application and related reports must be completed in E-Grants. See the [CVSSD E-Grants Information](#) webpage for helpful information about navigating the E-Grants system, including:

- ODOJ CVSSD E-Grants Applicant User Guide – the user manual for E-Grants.
- E-Grants training webinar (with or without ASL) – a training on how to initiate, complete, and submit applications and reports in E-Grants.
- E-Grants FAQs and instructions for registering a new organization in E-Grants.

Best Practices for CACs

The [National Children’s Alliance \(NCA\) Standards of Accreditation](#) include minimum standards of practice for Children’s Advocacy Centers (CACs), including forensic interviews, medical evaluations, and victim advocacy. The CAMI Program urges CACs to review these standards and ensure, to the greatest extent possible, the CAC, MDT, and county meet or exceed these standards (ORS 418.788 3(d)).

Amendments to this Application

ODOJ CVSSD may amend the RFA. Amendment(s) or clarifications to the RFA will be posted via a link on the Form Menu of the RFA in [E-Grants](#).

Requests for Clarification

Applicants may submit formal requests for clarification of this RFA by email to one of the Fund Coordinators listed below. Requests must be received by **5:00 PM PST on July 17, 2025**. ODOJ CVSSD will promptly respond to each properly submitted 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 informally respond to applicants' questions with responses that do not affect the provisions of the RFA.

CVSSD may informally respond to applicants' questions. However, informal responses do not affect the 2025-27 CACF application requirements. Application requirements are changed only by formal amendment(s) issued by CVSSD and posted via a link on the Form Menu of the RFA in [E-Grants](#).

Timetable for Application, Reviews and Grant Awards

Date	Activity
July 2, 2025	RFA Released
July 17, 2025, 5:00pm PST	Requests for Clarifications Due
July 22, 2025	Final Amendments to the RFA Posted
August 12, 2025	Application Due through ODOJ CVSSD E-Grants 4:59pm
Late August, Early September 2025	Application Review, Request for Modifications, and Award Notification
July 1, 2025	Grant Period Begins

Videoconference and Q&A Schedule for RFA

A videoconference and question and answer (Q&A) drop-in session will be held via Zoom to review the application, highlight essential requirements of the grant, and answer questions. A recorded version of the videoconference will be available for you to review at your convenience. No registration is necessary.

Date	Time	Link
Videoconference Tuesday, July 8, 2025	10:00am- 11:30am PST	Join ZoomGov Meeting https://www.zoomgov.com/j/1611873585?pwd=0d3eiVen5fNk3U5ubIGJbo4RdjT1df.1 Meeting ID: 161 187 3585 Passcode: 938233 Dial by your location <ul style="list-style-type: none">• +1 669 254 5252 US (San Jose)• +1 415 449 4000 US (US Spanish Line)
Q&A Drop-in Session Thursday, July 16, 2025	11:30am- 12:30pm PST	Join ZoomGov Meeting https://www.zoomgov.com/j/1617275369?pwd=qyybhkdQ43kwwYwxbnKFPOWiq9QBKT.1 Meeting ID: 161 727 5369 Passcode: 639056 Dial by your location <ul style="list-style-type: none">• +1 669 254 5252 US (San Jose)• +1 415 449 4000 US (US Spanish Line)

ODOJ CVSSD is committed to providing universal access to all grant applicants. **If you require an accommodation to participate in a virtual session**, please contact **Maria Ruiz Ceja** by phone at 503-378-8435 or email maria.ruizceja@doj.state.or.us. Identify the session you will attend and the accommodation you require. Closed Captioning, ASL Interpreters, and Spoken Language Interpreters are examples of accommodations that will be provided upon request. We will make reasonable efforts to accommodate requests. As much advance notice as possible will help us provide seamless access.

Staff Contact Information

Questions about this RFA can be directed to:

Fund Coordinators	Phone	Email
Robin Reimer	503-507-4990	Robin.E.Reimer@doj.oregon.gov
Kevin Dowling	971-701-1176	Kevin.Dowling@doj.oregon.gov
Grant Unit Manager	Phone	Email
Kim Kennedy	503-378-5178	Kim.Kennedy@doj.oregon.gov
Grant Specialist	Phone	Email
Amanda Shinkle	503-378-6870	Amanda.L.Shinkle@doj.oregon.gov

SECTION II: APPLICATION OVERVIEW

History of Children's Advocacy Center Funds (CACF)

- 2021 – the Oregon Legislature passed HB 5006 (section 106), appropriating \$6 million from the state General Fund for ODOJ CVSSD to distribute to eligible CACs for the biennium.
- 2023 – the Oregon Legislature passed HB 2732, appropriating \$6 million from the state General Fund for ODOJ CVSSD to distribute to eligible CACs for the biennium.
- 2024 – the Oregon Legislature passed HB 4140, directing ODOJ to include in their next biennium's agency budget "amounts necessary to fund the projected costs of continuing state support for" CACs, as well as the Survivor Housing Funds grant program, and the Oregon Domestic and Sexual Violence Services Fund. Recognizing the costs to ODOJ of administering the CACF grant funding, HB 4140 allowed ODOJ to retain 10% of the approved budget funding for administrative costs.

SB 1579 also passed in 2024, directing ODOJ to develop and administer a \$7 million one-time non-competitive grant program to expand access to and increase the number of children served by CACs. The legislation divided the funding into two parts:

- Part 1 – 50% of grant funds were to be distributed in equal shares to CACs, with any undistributed Part 1 funding awarded to Oregon Child Abuse Solutions.
 - Part 2 – 50% of grant funds were to be distributed according to the rules established by Section 4(5) of SB 1579, which required applicant CACs to be accredited by the National Children's Alliance or have an application for accreditation pending by 6/30/25.
- 2025 – the Oregon Legislature approved ODOJ's 2025-2027 budget request for \$6 million in CACF funding.

Purpose and Intent

The purpose of the CACF grant is to maintain and expand the critical services Oregon CACs provide to address the concerns of abuse of children and their non-offending family members.

The applicant's primary purpose must be to serve children referred for concerns of abuse by providing forensic interviews, medical examinations, treatment, mental health treatment, and referral and/or coordination of other related services.

SECTION III: APPLICATION REQUIREMENTS

This application is for a 2-year grant cycle (July 2025 through June 2027). Applicants are encouraged to read this entire RFA and the Application Instructions prior to completing the application forms in the ODOJ CVSSD E-Grants system.

Eligibility

To be eligible for a CACF award, an applicant must be in good standing with ODOJ CVSSD and be:

- a CAC run by a nonprofit, county government, or federally recognized tribal nation in Oregon,

which is:

- designated by a county or tribal child abuse MDT, and
- providing child abuse assessments for children when there is a concern that the child may have been abused.

Common Requirements for All ODOJ CVSSD Subrecipients

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

- 1. Provide meaningful access to effective services supported by 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 the applicant will:

- a. Provided timely information to victims/survivors for them to make informed decisions about their situation.
- b. Provide timely information to victims/survivors on how to apply for Crime Victim Compensation.
- c. Provide services at no cost to victims/survivors, and guarantee that services are voluntary for victims/survivors.
- d. Design services that are victim/survivor-centered and trauma informed and will create safe and welcoming environments.
- e. Engage in planning and coordination of services with other service providers *in advance* of working together to assist victims/survivors.
- f. Follow a referral process that cares for and serves the best interest of victims/survivors. Referrals must ensure that victims/survivors feel supported while being connected to other services. Referrals are “warm handoffs” not “drop-offs”.
- g. Establish policies and procedures that create a solid foundation for providing effective victim services.

2. Engage people and communities to build awareness, trust, and understanding, and to strengthen relationships

All applicants must have written plans or other materials to describe how they engage the people they serve and their surrounding communities to build awareness, trust, and understanding, and to strengthen relationships. At minimum, plans must describe how the applicant will:

- a. Gather insights from and learn about the people and communities who have the most needs.
- b. Get community input from all kinds of people who might seek victim/survivor services.
- c. Tap into local networks and engage in peer-to-peer dialogue to share knowledge and resources.
- d. Involve leadership and staff in developing and implementing plans for engagement and community feedback.
- e. Build awareness within the community about victim/survivor rights, protections, and services.

3. Confidentiality and advocate-victim privilege

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. See also grant fund specific pages in this RFA and [ODOJ CVSSD's Advocate Privilege and Confidentiality Requirements](#).

4. Effective services and sound administrative and financial management

Applicants must demonstrate that the program is effectively delivering services that are meaningfully accessible to all survivors and effectively managing the administrative and financial resources of the organization. This includes:

- a. Plans that describe how the applicant provides meaningful access to effective services.
- b. Administrative and financial risk assessments completed and submitted with this application or in the upcoming 2025 VOCA Non-Competitive application.
- c. Financial and progress reports that are true, accurate, and timely, and complete.
- d. Participation in regular monitoring activities by ODOJ CVSSD (e.g. Financial Report Verifications, Administrative & Financial Desk Reviews, and Site Visits).
- e. True and accurate financial records that are 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. (See "Training Requirements for CACF Subrecipients" section below.)

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

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.

Training Requirements for CACF Subrecipients

All grant-funded staff, volunteers/interns, and board/governing body members are trained as outlined in the [Grantee Training Requirements](#) document on CVSSD's [Grant Guidance Documents](#) webpage.

Required trainings include:

- Civil Rights – for all CVSSD-funded staff, project volunteers, and Board of Directors/leadership
- Crime Victim's Compensation – for all CVSSD-funded staff
- Karly's Law – for all personnel involved in child abuse investigations and interviews

- Risk Assessment, Dynamics of Child Abuse, and other related topics - for all personnel involved in child abuse investigations and interviews

Links to training resources are included in the [Grantee Training Requirements](#) document.

Reporting - Quarterly Progress and Financial Reports

The CAC is required to submit two CACF reports each quarter through E-Grants:

1. **Progress Reports** – the specific data and narrative information requested in progress reports are critical in helping ODOJ CVSSD track and report the impact of CACF funding on maintaining and expanding CAC services to children and families. Information requested in the quarterly reports may change over the course of the grant period.
2. **Financial Reports** – these reports capture CACF grant expenditures for the preceding quarter and provide a measure of grant spending over the 2-year grant period. CVSSD E-Grants requires expenditures to adhere to the budget and will prohibit expenses listed outside of the agreed-upon budget categories from the grant application. In addition, grant recipients must adhere to the financial guidelines set forth in the fund specific ODOJ CVSSD Grant Agreement.

Any reports with due dates prior to, or within 30 days or fewer of, the grant being in awarded status will be due 30 days after the date the grant is in awarded status.

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

Grant Monitoring

CVSSD will monitor each subrecipient receiving CACF funding. The objective of monitoring is to assure that the subrecipient is:

- providing services as described in this RFA;
- spending grant funds as agreed;
- working towards funding objectives; and
- following appropriate fiscal procedures.

Monitoring includes telephone, online, and on-site visits intended to provide technical assistance and support program development. During desk reviews and on-site visits, ODOJ CVSSD staff will review all financial records and other supporting documentation for costs and expenditures related to ODOJ CVSSD administered grants.

Default

All ODOJ CVSSD grant agreements provide that subrecipients who fail to meet any of the reporting requirements quarterly financial and progress reports shall be considered to be in default under the agreement. In such a case, ODOJ CVSSD has the right to end the grant. ODOJ CVSSD may also reduce the award proportionately to the period for which reports were not submitted on time.

SECTION IV: ALLOCATION AND GRANT AWARDS

Award Period

The award period is two years, from **July 1, 2025, through June 30, 2027**.

Allocation of Funds

The amount of CACF funding available to Oregon's 24 CACs for the 2025-2027 biennium is \$5.4 million (the \$6 million in ODOJ's budget approved by the Oregon Legislature, minus the 10% allowed for ODOJ CVSSD administrative costs). The total amount available for each CAC is listed in [Appendix A](#).

Payment of Awards

All payments are contingent on funds being available for distribution. Funds will be paid prospectively on an annual basis. The first payment will be made when the subrecipient's CACF application is in Grant Awarded status in ODOJ CVSSD E-Grants. The second payment will be made upon approval of the financial report for the quarter ending June 30, 2026. Payments will be conditional on the subrecipient expending a significant portion of the prior payment(s) as shown through financial reporting and in alignment with the approved grant budget.

Unexpended Funds and Deobligation of Funds

Unexpended funds from year one of the award period are available to spend in year two. Subrecipients should plan to expend all funds by the end of year two.

SECTION V: USE OF FUNDS

Purpose of CACF Funds

The purpose of the CACF is to help CACs maintain and expand the critical services they provide to children referred due to concerns of abuse and the non-offending family members of those children.

Allowable Services and Costs

CACF costs must be directly related to maintaining or expanding CAC services: forensic interviews, medical examinations, treatment, mental health treatment, and referral and/or coordination of other related services.

Allowed costs and services for CACF funds include, but are not limited to, the following:

- Personnel

- Salaries and benefits for staff who provide direct services to victims/survivors and non-offending family members
 - Salaries and benefits for executive, program management, and support staff
- Contracts – see the CACF Application Form Instructions for guidance on including contracts in your application.
- Travel – for CAC staff (e.g. to attend meetings or do outreach) and transportation costs supporting children and families’ access to CAC related services and supports. Note travel costs must be based on the organization’s travel policy, per diem rates cannot exceed the federal per diem rates found at www.gsa.gov/travel-resources and all travel on common carriers (airplane, train, etc.) must be coach class.
- Training – that is necessary and beneficial to CAC services and can include in-house professional development trainings
- Office Supplies – includes general supplies, postage, printing/copying, and equipment rental
- Agency Rent – office space, storage space, training space associated with CAC services
- Agency Utilities – water, heat, electricity, etc.
- Administrative – direct administrative costs related to grant funded projects or activities
- Indirect/De Minimis
 - De Minimis rate of the modified total direct costs as established by a cost allocation plan
 - An approved federally negotiated indirect cost rate
- Outreach materials and public awareness activities (e.g., publication, distribution, events)
- Emergency food, shelter, clothing, and transportation costs for clients
- Prevention and intervention of secondary trauma in staff and volunteers (includes brief counseling and excludes long-term counseling)
- Operating costs such as property insurance, security systems, accounting and bookkeeping software, automated systems and technology, essential communication services, audit costs
- Other expenses that are necessary and essential to providing CAC services including, but not limited to:
 - Mortgage payments for the CAC
 - Maintenance, repair, or replacement of essential items
 - Minor building adaptations and/or improvements

- Membership dues to organizations providing information on CAC operations or services
- Project and program evaluation
- Fundraising campaigns, endowment drives, or solicitation of gifts and bequests in support of the services, activities, and programs of the CAC

Costs and services that are allowed but require advance written approval from ODOJ CVSSD include, but are not limited to, the following:

- Capital expenditures for general or special purpose equipment with a unit cost of \$5000 or more
- Capital expenditures for buildings or land
- Land acquisition
- Leasing or purchasing vehicles
- Out of state trainings

Costs and services that require advance written approval from ODOJ CVSSD may require the organization to submit policies for procurement, purchase, usage, management, and disposition of the property or equipment.

Unallowable Costs and Services

Un-allowed costs and services for CACF funds include, but are not limited to, the following:

- Lobbying or advocacy activities with respect to legislation or to administrative changes to regulations or administrative policy, whether conducted directly or indirectly.
- Retirement of any debt or reimbursement of any person or entity for expenditures made or expenses incurred prior to or after the award period
- Staff meals not associated with overnight travel unless otherwise described in the organization's financial policies
- First class airline or ground travel, travel costs that exceed federal per diem rates, and out-of-state travel that has not been pre-approved by ODOJ CVSSD
- Bar charges, entertainment, honoraria, and memorabilia, gifts and souvenirs, gift certificates, movies, arcades, recreation, or sporting events
- Personal items such as makeovers, club membership dues, flowers, cards, social events, or promotion of church attendance
- Rent and utilities of an employee or Board member of the organization

Please contact your Fund Coordinator with any questions around the allowability of specific costs.

SECTION VI: APPLICATION PROCESS & E-GRANTS OVERVIEW

General Application and E-Grants Guidelines

The following information is to assist you in completing the CACF Grant Application.

- The E-Grants system will not allow an application to be submitted with error messages on any form within the application.
- Remember to click “SAVE” frequently to save information you have entered. Do not wait to complete the page before saving. There is no way to retrieve lost information.
- For radial button selections, click once to mark or change your selection, double-click to remove the selection completely.
- Consider completing narrative sections in a word processing program and pasting it into the appropriate section, especially since E-Grants doesn’t have a spell check feature, and most text boxes have limited character counts.
- If the system is idle for an hour, it will time out. All unsaved information will be lost.
- ODOJ CVSSD recommends submitting the application at least 1-2 days prior to the due date to avoid any unanticipated technical problems. LATE applications WILL NOT be accepted.

Completing the Application in E-Grants

The following instructions are intended to guide the applicant in **completing the application in ODOJ CVSSD E-Grants**. Refer to the **Application Form Instructions** document for more detailed information. The Instructions are in the application in E-Grants.

1. If you already have an account in E-Grants, visit 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.

- a. 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.
2. Applications must be completed and submitted entirely through the ODOJ CVSSD E-Grants system. The forms section is where most 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. 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.
3. ODOJ CVSSD has the right to make or deny an award without prior communication with the applicant.
4. By submitting an application, an applicant agrees to comply with all ODOJ CVSSD Grant Agreement requirements.
5. Technical assistance for the ODOJ CVSSD E-Grants system is available from a variety of sources, including the:
 - a. E-Grants Form Instructions included in the first section of the navigational panel of the E-Grants application.
 - b. [ODOJ CVSSD E-Grants Applicant User Guide](#).
 - c. [ODOJ CVSSD staff listed above](#) in this RFA.
 - d. 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.
6. All required documents for this application are found in [ODOJ CVSSD E-Grants](#).

7. 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.
8. Do not attach or upload documents to the forms pages that are not requested unless otherwise directed by ODOJ CVSSD.

Submitting the Application

CACF grant applications **must be submitted electronically through the ODOJ CVSSD E-Grants 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 application is due August 12, 2025 by 4:59pm Pacific Standard Time.

At the deadline, E-Grants will lock the system and will no longer accept applications.

Once an application is submitted it will enter “read only” status and cannot be changed.

Late applications will not be considered for funding.

SECTION VII: APPLICATION REVIEW & AWARD PROCESS

Application Review Process

This Request for Applications is non-competitive. Applications must explain the specific needs of the CAC that will be addressed with this funding. The proposed budget must be responsive to the identified needs. Applications will be approved if they sufficiently meet the eligibility requirements, the needs are adequately described, and the budget is reasonable as it relates to the purpose of the funding, i.e. to maintain or expand CAC services. ODOJ CVSSD may seek clarification from applicants regarding the application, may ask for additional information about the application, and may request modifications to the application. **Please note that while the application deadline is 8/12/25, applications and any requested modifications will be reviewed as they are submitted**

to facilitate the timely completion of grant agreements and initial annual award payments.

Reservation of Rights

ODOJ CVSSD reserves the right to:

- seek clarification from applicants regarding the application, ask for additional information about the application, and request modifications to the application.
- award a grant contract without further discussion of the proposal submitted.
- 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.
- determine, in their sole discretion, whether a proposal does or does not, substantially comply with the requirements of this application.
- waive any minor irregularity, informal or non-conformance, with the provisions or procedures of this application.

Carryover

ODOJ CVSSD will allow CACF subrecipients to carry forward any unexpended 2023-25 CACF funds as carryover in addition to the 2025-27 CACF grant award.

Generally, ODOJ CVSSD will address carry over funding issues situationally. Retention of funds may be implemented through a subsequent contractual agreement with the subrecipient. If a significant carryover of funds continues for more than one biennium, ODOJ CVSSD may ask the subrecipient to reevaluate its plan and make necessary adjustments to utilize the funds. If there continues to be significant carryover of funds, the subrecipient's allocation for future funding may be reduced by the amount of excess funds or carryover may be applied to the next year's allocation if approved by ODOJ CVSSD.

Award Conditions

1. Conditional Awards

All grant awards are made conditional upon the timely completion of grant award documents. Funds are not considered obligated and will not be transferred until all required grant award documents have been signed by an applicant and by the Department designee. Reports for all existing grants with ODOJ CVSSD must be complete before an award is issued or payment is

released. 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.

2. Additional Grant Agreement Conditions

All grant agreements issued by ODOJ CVSSD include conditions 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, such as when circumstances exist that require a further showing of applicant's ability to successfully manage an award. Examples of such additional conditions include, but are not limited to, a requirement of more frequent reporting to assure timeliness and accuracy, or additional reports to document that the subrecipient is successfully addressing an area of concern. When additional conditions are included in a grant agreement, the subrecipient's failure to satisfy those conditions shall be governed by the default and termination provisions included in the agreement.

Right to Review ODOJ CVSSD Award Decisions

An applicant has the right to a review of the award decision about its application. No applicant will be subject to reprisal for seeking a review of an award decision. The two types of reviews are:

1. Informal Review

Applicants may request informal feedback and technical assistance regarding their grant application any time after receiving notification of the award decision. Contact the CAMI Fund Coordinator for additional information regarding this process.

2. Formal Review

- a. Each applicant will be informed of this review procedure at the time a decision is made regarding its application.
- b. An applicant may request a review, in writing via email directed to the CAMI Fund Coordinator within 7 calendar days after receiving notification of the award decision.
- c. Upon receipt of a written request, ODOJ CVSSD will schedule a meeting with the applicant within 14 calendar days.

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

APPENDIX A: ALLOCATIONS FOR CHILDREN’S ADVOCACY CENTER FUND

Children’s Advocacy Center (CAC)	Allocation
ABC House	\$239,558
Amani Center	\$167,669
Baker County CAC	\$150,916
CARES Northwest	\$803,262
CAC of Jackson County	\$242,130
Children’s Center	\$339,195
Douglas CARES	\$189,218
Guardian Care Center	\$189,556
Helping Hearts	\$147,138
Josephine County CAC	\$178,854
Juliette’s House	\$209,804
KIDS Center	\$262,997
Kids FIRST	\$290,694
Kids’ HOPE Center	\$170,186
Klamath-Lake CARES	\$176,152
Liberty House	\$369,218
Lincoln County CAC	\$161,034
Mt. Emily Safe Center	\$166,742
SafeSpace CAC of the Gorge	\$171,362
Snwiyaila Miyanashna	\$146,408
STAR Center	\$160,729
The Lighthouse for Kids	\$160,893
Tillamook County CAC	\$155,570
Wally’s House	\$150,718