

Request for Agreement Renewal
FY 2010/2011
DPS-VOCA CRIME VICTIM ASSISTANCE GRANTS
Award period: July 1, 2010 thru June 30, 2011
Victims of Crime Act (VOCA) Assistance Funds
CFDA 16.575

The Department of Public Safety's Administration of VOCA Funds

The mission of the Department of Public Safety's Crime Victim Services Unit (DPS/CVS) is to support the provision of a full range of direct services to victims of crime in Arizona. This is accomplished by assisting, training, and monitoring crime victim service providers throughout the state. It is enabled by the Federal Victims of Crime Act (VOCA) assistance grant.

What is the Victims of Crime Act (VOCA)?

The Victims of Crime Act (VOCA) was signed into law in 1984. The Act created a fund, administered by the Department of Justice, for victim assistance grants to the states. Federal funding received for victim service programs varies from year to year, depending on the amount of federal fines collected, using no tax dollars.

What Will This FY 2010/2011 Request for Grant Application Fund?

VOCA requires that priority shall be given to victims of sexual abuse, domestic abuse, child abuse, and previously underserved populations, with a minimum of 10% of each federal fiscal year's grant being allocated to each of these crime victim categories. A crime victim is defined as a person who has suffered physical, sexual, financial, or emotional harm resulting from the commission of a crime.

Eligible nonprofit and government programs providing **direct** dedicated services include, but are not limited to, sexual assault victims, survivors of homicide victims, victims of robbery, DUI accident victims, domestic violence victims, and physically and sexually abused children. Services are defined as those efforts that assist victims with emotional and physical needs to stabilize their lives, provide a measure of safety and security, and enhance victims' experiences within the criminal and juvenile justice systems.

The following **cannot** be funded with VOCA **or** matching funds: administrative/clerical positions, grant writing, protocol development, criminal justice investigative efforts, needs assessment, prevention or offender related programs, or mandated services.

To receive VOCA funding, the agency must already be a proven service provider. The intent of the DPS-VOCA project is not to overlap the Department of Economic Security, Arizona Criminal Justice Commission, or the Attorney General's Office grants in supporting basic shelter services or criminal justice notification requirements. Rather its emphasis is to support program enhancements to assist victims in achieving positive outcomes in the four basic need areas: Healing, Safety, Justice, and Economic Restabilization.

FY 2010/2011 Agreement Renewal Process

As indicated in the FY 2009/2010 Request for Grant Application, FY 2010/2011 will be a renewal year. There will not be a competitive application process conducted.

VOCA VICTIM ASSISTANCE GRANT FUNDING SCHEDULE:

March 1, 2010	Request for Renewal
March 29, 2010, 3 p.m. MST	Renewal Deadline
May 3, 2010	FY 2010/2011 Agreements Mailed
July 1, 2010 to June 30, 2011	VOCA Agreement Fiscal Year

Because this is a renewal process, a Pre-Application Conference will not be conducted. Please contact your DPS-VOCA Grant Coordinator with any questions you have regarding the process.

Current DPS-VOCA sub-recipients may request an application to renew their 2009/2010 agreements by following the instructions provided below:

1. Access the DPS Web-based Automated Grants System (WAGS) via the AZ Victims Website: <http://www.azvictims.org>
2. Click on "Request For Grant Application (Request a New VOCA Online Grant Application)" link located under the VOCA Grant sub-heading. ***The Request for Agreement Renewal information provided here will appear. It is recommended that you print this screen prior to continuing.***
3. Now click on the Continue button at the bottom of the screen.
4. The Eligibility Requirements screen will appear. Once completed, you must attest to the declaration statement at the bottom of the screen.
5. The next available screen will allow you to Request a Web-Based Automated Grants System Application. You must check the radio box and Enter (your agency's) Existing Login and Password.
6. The next screen allows your agency to base your application for funding on a current (listed as previous) agreement. A drop down box is available, listing your agency's current (FY 2009/2010) DPS-VOCA agreements by project title. Select the agreement you wish to copy and click on the Continue button.
7. The system will make a copy of your FY 2009/2010 Application for funding, and you will receive an Application Request Confirmation. As a reminder, because the system is set up to copy your original application, changes made during the year will not be reflected in the copy that is made. **DO NOT** make any changes not listed below.
8. You may now access your FY 2010/2011 DPS-VOCA application, which will appear as a green link on the Make a Selection screen.

ONLY the following screens included in the FY 2010/2011 DPS-VOCA applications for renewed funding are to be updated / completed:

FORMS

1. Applicant Summary – update agency information
2. Certification Information – update Project Director, Financial Contact, and Authorizing Official
3. Source of Funding – provide anticipated source(s) and funding level(s) for FY 2010/2011

NARRATIVES

1. Performance Measures – provide statistical information for 2009 and projected numbers / percentages for 2011. ONLY update the statistical information, DO NOT update/make changes to the performance measure verbiage.

Budget

Currently blank; use the Budget Recommendation from last year's application, which can be found at the bottom right of the Main Menu of your closed FY 2010 (gray)

Application. Complete all applicable screens accordingly.

1. Salaries and Wages
2. Fringe Benefits
3. Travel
4. Professional and Outside Services
5. Equipment
6. Training and Related Travel
7. Other Operating Expenses
8. Match
9. Budget Prioritization and Justification

DO NOT MAKE ANY CHANGES NOT LISTED ABOVE.

If you have questions regarding the FY 2010/2011 renewal process, contact your DPS-VOCA grant coordinator.

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DPS is an Equal Employment Opportunity Agency.