# RESOLUTION OF THE NAABIK'ÍYÁTI' STANDING COMMITTEE 24th NAVAJO NATION COUNCIL -- Third Year, 2021

AN ACTION RELATING TO HEALTH EDUCATION AND HUMAN SERVICES AND NAABIK'ÍYÁTI' COMMITTEES; RECOGNIZING UTAH NAVAJO HEALTH SYSTEM, INC. AS A NAVAJO NATION AUTHORIZED DESIGNEE FOR THE PURPOSE(S) OF APPLYING FOR THE "OFFICE FOR VICTIMS OF CRIME FY 2021 TRIBAL VICTIM SERVICES SET-ASIDE FORMULA PROGRAM" AND THE "2021 NCAI FUND VICTIM SERVICES MICRO-GRANT PROGRAM"

#### BE IT ENACTED:

#### SECTION ONE. AUTHORITY

- A. The Naabik'íyáti' Committee is a standing committee of the Navajo Nation Council with the enumerated power to "review and continually monitor the programs and activities of federal and state departments and to assist development of such programs designed to serve the Navajo People and the Navajo Nation through intergovernmental relationships between the Navajo Nation and such departments". 2 N.N.C. §§ 700(A) and 701(A)(7).
- B. The Health, Education and Human Services Committee is a standing committee of the Navajo Nation with the purpose, among others, to establish Navajo Nation policy governing health and social services of the Navajo Nation and its tribal organizations, entities, and enterprises; and the enumerated power to "oversee Navajo Nation policies and priorities to optimize the delivery of social services and health services to the Navajo people consistent with the traditional practices and customs of the Navajo People." 2 N.N.C. §§ 400(A) and (C)(4); 2 N.N.C. § 401(B)(1).
- C. The Law and Order Committee is a standing committee of the Navajo Nation with the purposes, among others, to "protect the rights and interests of the Navajo People by improving the quality and effectiveness of the justice system within the Navajo Nation" and "enable the Navajo Nation to more effectively provide efficient public safety services on the Navajo Nation." 2 N.N.C. §§ 600(A), 601(C)(2) and (6).

#### SECTION TWO. FINDINGS

A. Victims of crime require a broad range of services to heal, become self-sufficient, and thrive; securing federal funding to support these services can enable the safety, security, and healing needs of victims of crime.

- B. Grant funds to enhance services for victims of crime in tribal communities are offered by the Office for Victims of Crime (OVC) through its FY 2021 Tribal Victim Services Set-Aside Formula Program (TVSSA), summary attached as Exhibit A; and by the National Congress of American Indians (NCAI) through its 2020 NCAI Fund Victim Services Micro-grant Program (NCAI-VSMP), summary attached as Exhibit B.
- C. TVSSA and NCAI-VSMP funding can be used for community needs assessment, strategic planning, victim service program development, implementation and expansion, community outreach and education, and other activities to address the needs of victims of crime in tribal communities.
- D. There is need throughout the Navajo Nation to expand crime victim services, including, but not limited to, the following:
  - Provide victim advocates who can attend court proceedings with a victim or on their behalf. Advocates will inform clients about the court process, act as a form of support, process the outcome of the hearing afterward and develop a safety plan;
  - 2. Develop a 24/7 Crisis Response team consisting of trained Crisis Responders, whether employees or volunteers, who respond on-scene to provide immediate crisis intervention;
  - 3. Expand case management as victim advocates provide basic case management services in a holistic, person-centric approach;
  - 4. The need to enhance crisis counseling and provide crisis counselors to help victims process their recent victimization event(s) and help direct the client to an ongoing, longer-term counselor;
  - 5. The need to develop a Child Advocacy Center(s) which embrace a child-focused multidisciplinary approach to investigation, prosecution, and treatment of child sexual abuse cases, advocacy, transportation for victims, hospital accompaniment, support groups, children's programs and community outreach and education; and
  - 6. The need to collect and analyze crime data to develop datadriven victim services.

- E. The Utah Navajo Health System, Inc. (UNHS) operates and provides victim services in southeastern Utah and is authorized to contract with Victim Witness Services Coconino County to provide victim services in Arizona and with Sexual Assault Services of Northwest New Mexico to provide victim services in New Mexico. UNHS is also authorized to contract with Diné College-Public Health and Northern Arizona University-Department of Health Sciences/Department of Criminology & Criminal Justice to develop a community assessment and data institute and with statewide tribal domestic violence and sexual assault coalitions serving Tribal communities, e.g., Coalition to Stop Violence Against Native Women, Southwest Indigenous Women's Coalition, and Restoring Ancestral Winds for technical assistance and strategic planning.
- F. The Navajo Nation finds that it is in the best interest of providing services to victims of crime on the Navajo Nation to recognize Utah Navajo Health System, Inc. as a Navajo Nation authorized designee for the purpose of applying for the Office of Victims of Crime FY 2021 Tribal Victim Services Set-Aside Formula Program grant funding and for the 2020 NCAI Fund Victim Services Micro-grant Program funding.

### SECTION THREE. RECOGNIZING UTAH NAVAJO HEALTH SYSTEM, INC AS A NAVAJO NATION AUTHORIZED DESIGNEE

The Navajo Nation hereby approves, authorizes and recognizes Utah Navajo Health System, Inc. as a Navajo Nation authorized designee for the purpose of applying for the Office of Victims of Crime FY 2021 Tribal Victim Services Set-Aside Formula Program grant funding and for the 2020 NCAI Fund Victim Services Micro-grant Program.

#### CERTIFICATION

I, hereby certify that the foregoing resolution was duly considered by the Naabik'íyáti' Committee of the 24th Navajo Nation Council at a duly called meeting in Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 20 in Favor, and 00 Opposed, on this 9th day of April 2021.

Honorable Seth Damon, Chairman

Naabik'íyáti' Committee

Date

Motion: Honorable Daniel E. Tso

Second: Honorable Otto Tso

Chairman Seth Damon not voting





# TRIBAL VICTIM SERVICES SET-ASIDE FORMULA PROGRAM

#### Overview

Grant funds are available to enhance services for victims of crime. Congress has authorized funds for tribal communities to support victim services through the <u>Tribal Victim Services Set-Aside Formula Program</u>, part of the <u>Crime Victims Fund</u>, established by the <u>Victims of Crime Act</u> of 1984. The Office for Victims of Crime (OVC) administers the funds.

Federally recognized tribal governments (applying individually or as consortia) and Alaska Native Claims Settlement Act (ANCSA) regional corporations, and their designees are eligible to receive funds under this program, and the program is not competitive. To receive funding, complete a two-step process: (1) submit a <u>population certification</u> and (2) complete a non-competitive application. OVC allocates funds to tribes based on population size.

#### Allowable Uses of Funds

Money from the Tribal Victim Services Set-Aside can be used to enhance services for victims of crime. Uses of funds include, but are not limited to—

- Community needs assessment;
- Strategic planning;
- Victim service program development and implementation;
- Victim service program expansion;
- Community outreach and education;

<sup>&</sup>lt;sup>1</sup> Tribal designees and consortia must submit a current tribal authorizing resolution or other satisfactory evidence of legal authority from the tribe to apply for funding.

- Purchasing or procuring tangible items related to victim services; and
- Other activities to address the needs of a wide variety of crime victims in tribal communities.

#### Applying for Funds

Eligible applicants complete a non-competitive, two-step process to receive grant funds.

- Step One: Submit a population certification to OVC. The certifications will be used to determine the distribution of available funds to the submitting tribes.
- Step Two: Either prepare a project narrative OR (1) complete a checklist or (2) speak with an OVC grant manager over the phone to submit the application to OVC.

#### Anticipated 2021 Timeline

February	OVC releases the population declaration; eligible applicants indicate their intent to
	participate in the program by submitting a population certification form to OVC.
March	OVC runs the formula to determine individual tribal award amounts based on the
	population certifications submitted and notifies each applicant.
April	OVC releases solicitation for tribes to submit application materials (narrative OR
	checklist; project budget). If they wish, tribes may opt to speak with an OVC grant
	manager who will complete the project checklist on their behalf.
June	Tribes submit project applications.

#### Additional Resources

- <u>OVC Tribal Financial Management Center</u> offers free financial resources for managing federal funding and access to financial specialists. Email <u>TFMC@OVCTFMC.org</u> or call 703-462-6900.
- Human Trafficking Capacity Building Center offers free coaching to assist tribes with program planning and development. Email <a href="mailto:contact@htcbc-ovc.org">contact@htcbc-ovc.org</a> or call 844-682-0411.

# Office for Victims of Crime Fiscal Year 2021 Tribal Victim Services Set-Aside Program Examples of Allowable and Unallowable Costs

This document provides examples of program activities and specific costs for which Office for Victims of Crime (OVC) Tribal Victim Services Set-Aside (VSSA) Program grant funds may be used. Use this document when developing your Budget Detail Worksheet and Program Narrative (which should be consistent with each other) to describe the proposal for OVC review. Funding must be used to provide services to crime victims. OVC will review all proposed costs in the context of the grant proposal. To use this document:

- Use <u>DOJ's Grants Financial Guide</u> and <u>2 C.F.R. Part 200</u> (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, hereafter "Part 200 Uniform Requirements") as a resource for your budget-related questions, and in conjunction with your tribe's or organization's policies and procedures, to determine the parameters of budgeted costs.
- When considering whether costs are allowable through this grant program, use these two questions as a guide:
  - o Is this cost related to supporting or assisting crime victims?
  - How does this expense help crime victims?

### There are certain cost categories that are generally unallowable in grant project budgets. They include:

- Activities or services not victim-service related, or otherwise not directed at assisting victims or improving victim services.
- · Costs incurred outside of the project period.
- Activities focused primarily on crime prevention.
- Criminal justice activities (investigation, prosecution, court, and corrections work) that
  are not victim services. (This does not preclude criminal justice agencies from using
  grant funds to provide victim services for example, a victim advocate within a
  prosecutor's office.)
- Food/beverages/meals/refreshments at meetings, conferences, or trainings. (This does not preclude food and beverages provided as emergency supports for crime victims or food provided as part of cultural/traditional activities reasonably incorporated into victim services.)
- Lobbying.
- Fundraising activities.
- · Legal services for criminal defense and tort actions.
- Research (i.e., the cost of gathering, analyzing, or publishing data for the purpose of contributing to the general body of knowledge about a particular subject).
- Audit costs not associated with the organizational audit requirements of OMB Circular A-133 or Subpart F of the Part 200 Uniform Requirements.
- Entertainment, including social, diversion, and amusement activities.
- Purchasing real property.

**Notice – Supplanting Prohibited:** OVC grant funds are to be used to enhance or expand services to victims, not to substitute (supplant) other existing funding sources. In other words, you may not deliberately substitute OVC grant funds in place of tribal government funding that is otherwise available for victim services. For example, if your tribe spends \$100,000 per year on victim services, you may not deliberately decrease this funding to \$50,000 because you receive a \$50,000 OVC grant. (Changes in spending due to considerations other than receipt of OJP grant funds – e.g., jurisdiction-wide budget reductions across all programs – are not considered supplanting.)

#### **Examples of Allowable and Unallowable Costs**

#### Cost Category Allowable Cost Examples **Unallowable Cost Examples** A. Personnel Personnel Costs: Award funds may be used to pay the salary for full- and part-time employees who will spend their time and effort providing services to victims of crime. See DOJ Grants Financial Guide (3.9 Allowable Costs, Compensation for Personal Services) and 2 C.F.R. § 200.430. Note: Recipients must track staff time spent on grant activities. Time not spent on grant-related activities (i.e., not allocable to the grant) may not be charged to grant funds. Example: o If the Executive Director is expected to spend only 30% of their time on grant activities, salary for the position should be budgeted at 30% of annual salary. o The recipient must keep documentation (e.g., timesheets) that show the Executive Director's time spent on grant activities, and this documentation must be consistent with the amount of grant funds obligated, expended, and drawn down for those activities. If the Executive Director ends up spending only 20% of their time on grant activities, the grantee may only obligate, expend, and draw down funds commensurate with that, and not the full 30% budgeted. **Types of Costs** Time not allocable to grant activities. Salary - Compensation paid must be Personnel activities that include: reasonable and consistent with that paid for Fundraising. Grant-funded personnel performing similar work in the organization. fundraising activities may not charge time/effort Annual cost-of-living increases. spent on those fundraising activities (e.g., coordinating/organizing fundraising) to the award. Performance-based bonuses (incentive Lobbying or advocacy activities with respect to compensation) - to the extent that overall legislation or to administrative changes to compensation is reasonable and bonuses are regulations or administrative policy (cf. 18 U.S.C. consistent with a pre-existing employment 1913), whether conducted directly or indirectly. Personnel agreement or grantee policy. 2 C.F.R. 200.430(f). o Offender services not related to victimization. Investigation, prosecution, court, and corrections **Types of Positions** personnel, such as law enforcement officers, Victim advocates, coordinators, specialists. criminal investigators, prosecutors, pre-trial etc. - professionals trained to support crime services officers, probation officers, judges, clerks, victims (e.g., counsel victims, offer emotional and court administrators. (This does not preclude support, provide information, accompany an investigative, prosecution, court, or corrections

agency from using grant funds to employ

victims, staff crisis hotlines, run support groups).

Case managers - provide followup care and identify, coordinate, and link victims

Cost Catogory	Allowable Cost Examples	Unallowable Cost Everyles
Sust Sategory	Allowable Cost Examples	Unallowable Cost Examples
	<ul> <li>Program coordinators – personnel who lead multidisciplinary team efforts, for example Sexual Assault Nurse Examiner-Sexual Assault Response Teams (SANE-SART), and child protection teams (for cases involving child abuse and neglect).</li> <li>Outreach coordinators – personnel who work to increase public awareness of the victim services available.</li> <li>Executive and administrative staff – are typically budgeted as a percent of salary, if they will not work full time on the grant:         <ul> <li>Executive directors, administrators, or other senior management positions to provide supervision for direct victim services staff.</li> <li>Administrative support personnel who support grant-related activities such as data entry/statistics, grant financial reporting, preparation of financial documents such as reimbursement claims,</li> </ul> </li> </ul>	personnel to provide victim services – for example, a victim advocate within a prosecutor's office.)  Oriminal defense or tort actions.  Payment of temporary key personnel in vacant positions (unless prior approval has been given by OVC).
	preparation and submission of required grant reports, etc.	
	Specialized on-staff professionals	
	<ul> <li>Forensic interviewers (e.g., for a child advocacy center).</li> </ul>	
	<ul> <li>Mental health professionals         qualified to provide mental health         services (e.g., psychologists, social         workers, counselors).</li> </ul>	
	<ul> <li>Medical providers to provide medical services to crime victims directly related to the survivors' victimization that are not covered by other sources.</li> </ul>	

Cost Category	Allowable Cost Examples	Unallowable Cost Examples
	Attorneys to provide legal services for victims of crime on issues related to the underlying victimization. For example, representing victims seeking a protective order, family law matters (e.g., divorce, custody, and child support), housing, employment, bankruptcy, and crime victims' rights enforcement.	
B. Fringe Bene		A Company of the State of the S
reasonable, and are a	llowable to the extent required by law, agreement, or estab rants Financial Guide (3.9 Allowable Costs, Compensation R. § 200.431).	o regular salaries and wages. Fringe benefits costs must be ished policy of the grantee. Applicants must follow provisions for Personal Services) and the Part 200 Uniform
Fringe Benefits	<ul> <li>Workers' compensation insurance</li> <li>Unemployment insurance</li> <li>Health insurance (e.g., employee health plan contribution, dental, vision).</li> <li>Federal Insurance Contributions Act (FICA) taxes (employer share for Medicare and Social Security).</li> <li>Retirement/pension contribution</li> <li>Employee support program</li> <li>Life insurance</li> <li>Leave (e.g., vacation, family related, sick, military, administrative) – regular compensation paid to employees during periods of authorized absences from the job. Must be reasonable, provided under a written leave policy, equitably allocated (i.e., does not disproportionately charge the federal grant), and follow consistent accounting basis.</li> </ul>	Profit sharing.     Fringe benefits associated with any unallowable salary costs.

#### C. Travel

**Travel:** Travel costs are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the nonfederal entity related to the award. Grantees must reimburse travel expenses based on their agency travel policy and must follow provisions included in the DOJ Grants Financial Guide (3.9 Allowable Costs, Travel) and the Part 200 Uniform Requirements (2)

#### Cost Category Allowable Cost Examples

#### Unallowable Cost Examples

C.F.R. § 200.475). Any recipient or subrecipient that does not have an established travel policy must abide by the federal travel policy, including per diem rates (www.gsa.gov/perdiem).

- Mileage reimbursement for program employees
  to use their personally owned vehicles to travel to
  participate in project-related meetings and events,
  to transport victims to access necessary services,
  and/or to participate in victimization-related
  meetings (e.g., with investigators and
  prosecutors). NOTE: Mileage reimbursement
  rates for direct services personnel must not
  exceed the current federal rate
  (www.gsa.gov/perdiem).
- Air travel
- Lodging
- Per diem
- Baggage fees
- Ground transportation e.g., rental cars or rideshare fees such as Uber, Lyft, Zipcar, associated with program activities (e.g., to transport victims to services, for staff to attend training).
- Taxes and fees associated with travel

**Note:** Travel costs typically are budgeted for project staff attendance at required OVC and OJP trainings, conferences, and meetings and project staff (and other relevant professionals who are part of victim-serving teams) attendance at victim-related training. Please see the solicitation for a list of required meetings. If an event location has yet to be determined, please use Washington, D.C., as the anticipated destination to estimate travel costs.

- Mileage reimbursement for non-grant-funded personnel or non-grant-related activities.
- Expenses related to travel for unauthorized/unapproved conferences, meetings, or other events.

#### **Travel**

D. Equipment

**Equipment:** Award funds can be used to obtain equipment for program staff to use to carry out project activities. All equipment obtained with grant funds must be reasonable and necessary for project purposes. The DOJ Grants Financial Guide (3.7 Property Standards, Equipment) defines equipment as tangible personal property (including information technology systems) having (1) a useful life of more than 1 year **and** (2) a

#### Cost Category Allowable Cost Examples

#### **Unallowable Cost Examples**

per-unit acquisition cost of \$5,000 or greater (or greater than the organization's capitalization threshold, if it is less than \$5,000). See Part 200 Uniform Requirements (2 C.F.R. § 200.1, def. of Equipment). If the item does not meet those thresholds, categorize it under the Supplies category.

- Vehicles: a <u>purchased</u> vehicle to transport victims to access necessary services, and/or to participate in meetings pertaining to the program.\* (See Contracts section for Leasing.) Costs related to vehicle maintenance should be itemized under the "Other Costs" category.
- Other modes of transportation (e.g., snowmobile, seaplane, motorized scooter, boat, hovercraft, etc.) necessary to transport victims to access necessary services, and to carry out project activities.\* (See Contracts section for Leasing.)
- Trailers or mobile homes (purchased) to serve as a location for the provision of victim services.\* (See Contracts section for Leasing.) Applicants proposing to use grant funds for site preparation or installation (i.e., construction-like activities) should expect that additional documentation and review requirements may apply.
- Accounting/financial management software necessary to manage the financial aspects of the award.
- Equipment necessary to complete medical exams for victims (e.g., forensic medical exams), including an exam table, alternate light source, colposcope, or high definition camera and related forensic photography supplies.
- Security system equipment (cameras, monitors, door contacts, panic buttons, glass breakers, weapon scanners such as

- Equipment to support law enforcement activities (e.g., surveillance equipment, vehicles).
- Equipment to monitor perpetrators of a crime such as breathalyzers, electronic/GPS monitoring systems, etc
- · Drug testing/urinalysis equipment.
- Security equipment for public buildings (i.e., courthouse, police stations, and other facilities that serve the general public and are not specific to serving victims).

#### Equipment

Tribal Victim Services Set-Aside Program Examples of Allowable and Unallowable Costs

Cost Category Allowable Cost Examples	Unallowable Cost Examples
metal detectors, etc.) where reasonable and necessary for certain victim service facilities – for example, at a child advocacy center, domestic violence shelter program, transitional housing facility or units, etc.	
• Remote access equipment (cameras, monitors, etc.) that support the ability of victims of crime to participate remotely in court proceedings related to their victimization (e.g., protection order hearings, bond review hearings, trials, sentencing). A request for remote access equipment requires a judicial determination (legal authorization or policy or procedure) that such equipment may be used in a particular courthouse. Such authorization must be	
*Applicants may request to purchase or lease equipment (vehicles, other mode services personnel to transport victims of crime and carry out project-related ac	tivities; however, applicants are responsible for demonstrating to
OJP that they have selected the most cost-effective means of acquiring this equality of the selected the most cost-effective means of acquiring this equality of the selected the most cost-effective means of acquiring this equality of the selected the most cost-effective means of acquiring this equality of the selected the most cost-effective means of acquiring this equality of the selected the most cost-effective means of acquiring this equality of the selected the most cost-effective means of acquiring the selected the most cost-effective means of acquiring this equality of the selected the sele	uipment by conducting a purchase versus lease analysis.
Costs associated with the transportation of equipment are also allowable experand allocable).	nses, but these costs must be justified (reasonable, necessary,
E. Supplies	
Supplies: Award funds can be used to purchase supplies necessary to carry or	ut project activities. Supplies are all other items of tangible

**Supplies:** Award funds can be used to purchase supplies necessary to carry out project activities. Supplies are all other items of tangible personal property that <u>are not equipment</u>. This includes computing devices that cost less than \$5,000 per unit (or the organization's capitalization threshold, if that is less than \$5,000). Applicants must follow provisions included in the DOJ Grants Financial Guide under <u>3.7 Property Standards, Supplies</u> and the Part 200 Uniform Requirements (<u>2 C.F.R. § 200.474</u>).

#### Supplies

- · Printers, scanners, fax machines
- Communication devices (land line, cell phone, and pager).
- Shelter or transitional housing supplies [e.g., dishes, small appliances, refrigerator, stove, washer, dryer, cleaning supplies, toiletries, first aid kits, comfort supplies (bed-in-a-bag, bed linens, pillows, mattresses, cribs, towels, sleeping bags, etc.)].
- Supplies that support law enforcement-related activities (e.g., bulletproof vests).
- Trinkets (hats, mugs, portfolios, t-shirts, coins, gift bags, etc.) to be given away at grant-funded training conferences/meetings.

Cost Category	Allowable Cost Examples	Unallowable Cost Examples
Jost Gategory	<ul> <li>Office supplies (pens, paper, and other consumable supplies).</li> <li>Therapeutic supplies (figures, toys, sand trays/sand, art supplies, etc.).</li> <li>Supplies necessary to support victim participation in traditional/cultural therapeutic practices (sweat lodges, smudging, and crafting supplies, etc.).</li> <li>Outreach and awareness supplies (brochures, posters, etc.).</li> <li>Projector, screen, and other equipment necessary to present information as necessary for project activities.</li> <li>Basic meeting supplies (folders, name tags, etc.).</li> <li>Computers, storage, and backup systems</li> <li>Furnishings (sofa, chairs, lamps, etc.) necessary to create a private waiting area for victims of crime in health care facilities, courthouses, and other facilities where the victims' privacy might be compromised.</li> <li>Cabinets and locks to secure program and client files.</li> <li>Kits to support the completion of sexual assault forensic exams</li> <li>Food as part of cultural/traditional activities reasonably incorporated into victim services.</li> <li>Postage to cover the cost of mailing correspondence</li> </ul>	Onanowable Cost Examples
F. Construction	related to program activities.	
All of the control of	incurred as an incidental and necessary part of a victim servi	ice program for renovation, remodeling, maintenance, and
repair costs that do no discuss environmental	ot constitute capital expenditures are generally allowable und I review requirements and timing associated with such activitally, applicants must follow provisions included in the DOJ Gr	ler the <i>Other</i> category. Applicants should consult with OVC to ties. More significant construction activities are generally
Construction	At the time of the publication of this solicitation, construction is an unallowable cost, except for relatively minor renovation, remodeling, maintenance, and repair,	

Cost Category Allowable Cost Examples	Unallowable Cost Examples
and site preparation and installation of mobile/modular	
buildings.	

#### G. Subawards (Subgrants)

**Subawards (Subgrants):** This section should be used to describe subawards that the lead applicant will make to nonfederal entities (subrecipients) to carry out part of the required activities under the grant award (refer to page 1 for examples of allowable victim service related activities). A nonfederal entity is acting as a subrecipient if it:

- Determines who is eligible to receive grant-funded services;
- Has its performance measured in relation to whether objectives of the federal program were met;

· Subgrant awards can be useful where the recipient

- · Bears responsibility for making decisions about programmatic activities;
- · Bears responsibility for adhering to federal program requirements; and

"Consultant Travel" subcategory.

• Uses award funds to carry out a program for a public purpose specified in the program statute (here, victim services), as opposed to providing goods or services for the benefit of the pass-through entity.

An agreement that meets these criteria should be categorized as a subaward, not a procurement contract, even if your organization refers to the subaward agreement as a type of contract. Do **not** include procurement contracts in this section (there is a separate section below for those). Applicants must follow provisions included in the DOJ Grants Financial Guide under <u>3.14 Subrecipient Management and Monitoring</u> and the Part 200 Uniform Requirements (<u>2 C.F.R. § 200.92</u>).

Costs that are unallowable in other categories are

Subawards (Subgrants)	<ul> <li>itself does not have the expertise or capacity to provide a type of victim service, but another organization does.</li> <li>Most allowable activities and the costs that comprise them may be subawarded. (See list of potential projects and activities above.)</li> <li>For example, a tribe may use grant funds to rent space and pay personnel to provide victim intake, case management, and referral services, or it could choose to subaward funds to an organization that could (or</li> </ul>	unallowable under subawards.
(Cuagramo)	management, and referral services, or it could choose to subaward funds to an organization that could (or already does) do those things.	
	NOTE: Travel costs associated with subrecipient travel to carry out grant award activities should be included in the	

#### H. Procurement Contracts

**Procurement Contracts:** Award funds can be used to procure goods or services for the benefit of the grantee. Procurement transactions must be conducted using an organization's established process. Sole-source procurement contracts in excess of \$250,000 must receive the prior approval of OJP. Applicants must follow provisions included in the DOJ Grants Financial Guide under <u>3.8 Procurement under Awards of</u>

#### Cost Category Allowable Cost Examples

#### **Unallowable Cost Examples**

<u>Federal Assistance</u>, <u>Procurement Standards</u> and the Part 200 Uniform Requirements at <u>2 C.F.R. § 200.317 through 2 C.F.R. § 200.326</u>, which detail requirements and restrictions imposed on nonfederal entities (i.e., recipients and subrecipients) that use federal assistance funds to procure property or services needed to carry out the grant-funded project.

- Telemedicine/telemental health access: Subscription fees for a HIPPA-compliant telemedicine platform to provide synchronous, remote behavioral health services and medical/clinical consultation and supervision.
- **Cell phone service:** Cell phone service for program staff to maintain communication with victims when they are in the field, and/or to support the operation of a 24/7 crisis hotline through cell phone rotation.
- Software support: Subscription and support fees for case management and other data collection software systems.
- Single audit compliance (2 C.F.R. Subpart F) for costs associated with completing a required organizational audit for grantees that have satisfied the Subpart F spending threshold.
- Equipment leases: Lease of a vehicle, photocopier, or other equipment essential to the operation of the project for a period not to exceed the award period. (See examples under Equipment above.)
- Maintenance: Maintenance of shelters or transitional housing units, such as lawn mowing, snow removal, and janitorial/cleaning services.
- Renovation costs: Minor renovation, remodeling, maintenance, and repairs to a facility that will be used for a victim services program.
- Crime scene cleanup: Cost of services provided by individuals who are properly licensed/certified to assist property owners with cleaning up the scene of a homicide, aggravated assault, or other violent assault.

- Sole-source contracts in excess of \$250,000 are unallowable without prior approval from OJP.
- · Audit costs not associated with a Subpart F audit.
- · The cost of purchasing real property.
- The cost of remediating/rehabilitating a property that has been exposed to a biohazard, including property that has been used to manufacture controlled substances, such as methamphetamines.
- The cost of gathering, analyzing, or publishing data for the purpose of contributing to the general body of knowledge about a particular subject (research).
- Consulting costs associated with negotiating an interjurisdictional law enforcement MOU/MOA, or other protocol and procedures for inter-jurisdictional cooperation in the investigation of crimes. Funds cannot be used for investigative or prosecutorial activities.

### Procurement Contracts

Tribal Victim Services Set-Aside Program Examples of Allowable and Unallowable Costs

Cost Catogory	Allowable Cost Examples	Unallowable Cost Examples
COST CATEGORY	Allowable Cost Examples Website creation/maintenance: Costs	Unallowable Cost Examples
	associated with creating and maintaining a website	
	necessary for the victim service project.	
	Transportation services: Contracts for  flights and other forms of transportation for	
	flights and other forms of transportation for	
	victims to receive mental health, medical, or other services as a result of their	
	victimization.	
	Consultant services: Consultants are subject     metter experts who suide are easiet greaters in	
	matter experts who guide or assist grantees in	
	carrying out grant-funded activities. (Note:	
	Some consultants may be more appropriately	
	budgeted under the <i>Subawards</i> category,	
	depending on how they fit within the project – particularly if they make decisions or have	
	discretion with regard to key award activities.	
	Please consult the list of criteria for subawards	
	set out above for more information.) Allowable	
	consultant costs include, but are not limited to:	
	Tribal code development: Attorney or other	
	qualified consultant to assist with writing	
	tribal codes addressing specific forms of	
	victimization and related criminal offenses, or	
	that define or enhance crime victims' rights.	
	Cultural experts: Compensate tribal	
	elders or other subject matter experts to	
	advise programs on how to incorporate	
	traditional lifeways and practices into the	
	services offered by the program.	
	Trauma-informed care: Support	
	consultation services on developing and	
	implementing a plan to ensure that victim	
	program services are delivered using a	
	trauma-informed approach by revising	
	operating policies and procedures, adopting	
	administrative practices, training program	

Cost Catogory	Allowable Cost Examples	Unallowable Cost Examples
Cost Gategory	staff, etc.	Unanowable Cost Examples
	<ul> <li>Trainers/presenters: Consultants to         provide training or make presentations to         victim services personnel as part of a         grantee-sponsored training event.</li> </ul>	
	Medical/dental/vision care: Costs     associated with treating injuries that a victim sustains as a direct result of a crime that is not otherwise covered by health insurance, crime victim compensation, or another form of reimbursement.	
	Note: Travel costs necessary for consultants to carry out their grant-related activities should be included in the "Consultant Travel" subcategory. Additionally, the OJP consultant rate should be consistent with current market value for services, with a maximum limit of \$650 per day or \$81.25 per hour (see DOJ Financial Guide, sec. 3.6, under Consultant Rates).	
I. Other Costs		
Other costs: Costs to set out in this category	hat do not fit into the other budget categories, but that are ne y.	cessary for the victim services proposed in the project are
Other	Emergency or Short-Term Victim Needs: These must be justified in the budget narrative in the context of the proposed program.  • Emergency/short-term needs of victims: e.g., food, gasoline, groceries, clothing, personal hygiene products, cleaning supplies, toiletries, household supplies.  • Lodging  • Transportation assistance: Transportation tokens or vouchers, airfare, lodging, and per diem that victims may use for travel to access victim services or participate in proceedings related to	<ul> <li>Cash payments to victims of crime.</li> <li>Disbursing gift cards to victims of crime for extended periods of time, or without sufficient assurances that the cards will be used only for expenses that are allowable under the grant program.</li> <li>Transportation costs unrelated to a victim's needs arising from the victimization.</li> <li>Non-emergency or long-term childcare or respite care.</li> <li>Public awareness and community education activities that are not related to crime victimization, or that are focused primarily on crime prevention.</li> </ul>

C 1 C - 1	Allowable Good Everyales	Uhollowahla Co. 4 Evanyala
Cost Category	victimization.  Childcare assistance: Daycare or childcare assistance costs for child victims or the children of adult victims of crime, to facilitate victim services.  Short-term nursing home or convalescent care for elder abuse victims where no other short-term residence is available.  Housing assistance: Rental assistance; relocation costs including, but not limited to, security deposits, utilities assistance, home furnishings, and other costs incidental to relocation to transitional or permanent housing as needed as a result of the victimization.  In-home care and supervision services for children and adults who remain in their own homes when the offender/caregiver is removed.  Cost of transporting the body of a homicide victim for purposes of burial, and other burial costs that are not otherwise covered by the relevant state crime victims' compensation program.  Court-related filing fees and service of process fees for victims of crime, where victim is not eligible to seek a fee waiver.	addition details.  • Court-imposed penalties, fines, or costs.
	<ul> <li>Note:</li> <li>Some of these costs may be covered by other sources. Providers should make reasonable efforts (time permitting) to use other existing resources (e.g., insurance, victim compensation) before using grant funds to cover gaps in services.</li> <li>Applicants that budget flexible funding (e.g., emergency credit card that staff can use, or gift</li> </ul>	

	Unallowable Cost Examples
cards or vouchers for victims) to meet emergency/short-term victim needs must have written eligibility/use policies and appropriate internal controls to monitor and account for the funding.	
Facility Costs:	
<ul> <li>Rental space for project activities (e.g., office space, shelter facility).</li> <li>Utilities and maintenance</li> </ul>	
Note: These costs must be reasonably apportioned if they also support non-grant activities, and may not be charged directly if charged indirectly.	
Program Operating Costs:	
<ul> <li>Registration fees for grant-funded personnel and other personnel to attend approved professional development training events.</li> <li>Membership fees associated with joining a tribal or state domestic violence and/or sexual assault coalition.</li> <li>Reproduction/printing costs associated with</li> </ul>	
producing community outreach and education materials (fliers, brochures, posters, wallet cards, etc.), and training materials (job aids, workbooks, etc.) for grant-funded training events.	
<ul> <li>Meeting space/facility rental for grant activities         <ul> <li>(e.g., training event, support group, public awareness activity).</li> </ul> </li> </ul>	
Gasoline and routine vehicle maintenance     costs for a vehicle that has been purchased with     grant award funds.	
Advertising costs: These costs include advertising in media outlets to recruit qualified	

Cost Category	Allowable Cost Examples	Unallowable Cost Examples
oost oategory	applicants for grant-funded positions; publicize community awareness and education activities; and promote awareness of grant-funded activities.  Insurance: Renter's insurance and insurance for vehicles purchased or leased with award funds are allowable. Grantees may also use award funds to pay premiums for property and general liability insurance for a facility or space that the grantee owns and that is being used as office space for grant-funded personnel, or as a child advocacy center, domestic violence shelter program, or transitional housing facility. The cost of property insurance must be properly apportioned if the facility will be used for other personnel and/or for non-grant-related activities. See 2 C.F.R. 200.447.  Stipends: Stipends may be used to provide modest and reasonable compensation for interns and program advisory board members.	Olianowable Cost Examples
J. Indirect Costs		
rate; or (b) the recipi	ient is eligible to use, and elects to use, the "de minimis" indir R. 200.414(f) and <u>Section 3.11 Indirect Costs</u> of the DOJ Gran	nt has a current (unexpired), federally approved indirect cost rect cost rate described in the Part 200 Uniform Requirements, nts Financial Guide.
Indirect Costs	See the DOJ Financial Guide, sec. 3.11 for details. Organizations with a current federal indirect cost rate should charge that rate to the appropriate indirect cost distribution base, and should reference the approved indirect cost rate agreement in the Budget Detail Worksheet. Organizations that do not have a current approved, negotiated federal indirect cost rate may elect to use the "de minimis" indirect costs rate of 10% of modified total direct costs.	

#### FY 2021 TVSSA Formula Program E-Mail

Subject: Funds to Enhance Services for Victims of Crime

Funding is available to support tribal communities in meeting the needs of American Indian and Alaska Native victims of crime.

Victims of crime require a broad range of services and resources to heal, become self-sufficient, and thrive. Securing federal funding to support these services can enable the safety, security, and healing needs of victims of crime.

The <u>Office for Victims of Crime</u> (OVC) is seeking population certifications from eligible applicants interested in participating in the noncompetitive FY 2021 <u>Tribal Victim Services Set-Aside Formula Program</u> (TVSSA). Administered by OVC, TVSSA funding can be used for strategic planning, program expansion, community outreach and education, and many other activities to address the needs of victims of crime in tribal communities.

To participate in the program, submit a <u>population certification</u> form **by 11:59 p.m. eastern time on Friday, March 5, 2021**. If you applied in FY 2020, you may resubmit the population certification from that application period if the data is still accurate.

The <u>Human Trafficking Capacity Building Center</u> is available to provide assistance with the funding process and connect tribes to <u>services for victims of crime in tribal communities</u>. A nocost coaching and development hub, the Center assists organizations and tribes with starting, sustaining, or growing their anti-trafficking work. For more information contact the Center at <u>contact@ovc-htcbc.org</u> or 1-884-682-0411.



## 2021 NCAI Fund Victim Services Micro-grant Program Request for Proposals

#### **Application Information**

**Eligible Entities:** Federally recognized tribal nations outside of Alaska<sup>1</sup> who did not receive victim services funding from NCAI Fund in 2020. Tribal nations may apply as a part of a consortium of eligible tribal nations or may designate an organization to apply on the tribal nation's behalf.

**Program Description:** Funding can be used to support a wide range of program activities and services to crime victims, including conducting a needs assessment or developing a strategic plan, purchasing equipment or supplies, or other support for new or existing victim services programs.

**Funding Amounts:** The NCAI Fund has approximately \$2.5 million available for this program. NCAI Fund anticipates most micro-grant awards will be \$25,000-\$150,000.<sup>2</sup>

Performance Period: July 1, 2021 – June 30, 2022

**Application Deadlines:** The NCAI Fund will review applications on a rolling basis, beginning April 1, 2021, until funds are expended.<sup>3</sup>

The NCAI Fund has partnered with the Tribal Law and Policy Institute to provide technical assistance to eligible applicants as they complete their project proposals and budgets.

Additional information and all application materials for the 2021 NCAI Fund Victim Services Micro-grant Program are available at <a href="https://www.tribalvictimservices.org">www.tribalvictimservices.org</a>.

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<sup>&</sup>lt;sup>1</sup> The U.S. Department of Justice (DOJ) has entered into a separate agreement with the Denali Commission to support tribal crime victim services in Alaska. Information is available at <a href="https://www.denali.gov/grants">www.denali.gov/grants</a>.

<sup>&</sup>lt;sup>2</sup> Applicants may request more than \$150,000 and must provide additional justification explaining actual need and ability to spend funds within the 12 month project period. In no case will an award exceed \$350,000.

<sup>&</sup>lt;sup>3</sup> In the event of similarly rated applicants under the selection process, priority will be given to applicants that have not received tribal set aside victim services funding from DOJ's Office for Victims of Crime in FY 2018 or FY 2019.

This project was produced by the National Congress of American Indians Fund under 2019-VO-GX-K145, awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this document are those of the contributors and do not necessarily represent the official position or policies of the U.S. Department of Justice.

#### About the Funding and Eligibility

The NCAI Fund received an award from the U.S. Department of Justice (DOJ), Office for Victims of Crime (OVC) as part of the FY 2019 tribal set-aside funding from the Crime Victims Fund.<sup>4</sup>

Awards will generally be for \$25,000-\$150,000. Applicants may request additional funding with additional justification **explaining actual need and ability to spend funds within the performance period (12 months).** The total award amount per applicant cannot exceed \$350,000. Recipients of this funding will be required to comply with all applicable federal policies and regulations.

This funding opportunity is available to federally recognized tribal nations who did not receive victim services funding from NCAI Fund in 2020. Eligible tribal nations may choose to apply together as a consortium. Eligible tribal nations may also authorize a designee organization to apply on their behalf. Consortia applicants and designee organizations will be asked to provide appropriate documentation from the eligible tribal government or governments.<sup>5</sup>

It is our goal to ensure this funding is available to the communities that need it. To better assist tribal nations in receiving these funds, the Tribal Law and Policy Institute (TLPI) is available to provide technical assistance and support to applicants in the development of their projects and summary budgets.

#### Use of Funds

Funding can be used for a wide variety of activities related to supporting victims of crime in your community. Please reference the attached overview of allowable and unallowable costs.

With this funding, your tribal nation can:

- Assess the need for additional programming and services for victims of crime or develop a strategic plan to improve or expand existing victim services.
- Purchase equipment and supplies necessary for victim services programming or victim services grant management.

<sup>4</sup> With the passage of the Victims of Crime Act, VOCA, in 1984, Congress created the Crime Victims Fund to be the federal government's primary source of funding for crime victim services and compensation. In FY 2018, Congress for the first time directed 3% of the total outlays from the Crime Victims Fund to tribal governments – an amount totaling \$133 million. In FY 2019, Congress again directed a percentage of the Crime Victims Fund be directed to tribal governments – a total of \$168 million.

<sup>&</sup>lt;sup>5</sup> Prior to receiving an award, consortia applicants or designee organizations will need to submit documentation (a letter, resolution or other documentation) that demonstrates that the applicant has authorization from the tribal nation or tribal nations to apply for and implement the proposed project on tribal lands.

 Implement program activities, including personnel costs, to support victims of crimes.

#### **Application**

All application materials are available at <u>www.tribalvictimservices.org</u>. Please reference the attached copy of the application questions.

Applications will be reviewed on a rolling basis, beginning April 1, until all funds are expended.

The NCAI Fund has partnered with TLPI to provide technical assistance to eligible applicants as they complete their project proposals and summary budgets. Please contact TLPI for assistance during the application process: Lonna Hunter, lonna@tlpi.org.

#### **Application Review Process**

Applications will be reviewed by a combination of internal and external subject matter experts. All applicants will be vetted for eligibility, against the Federal Excluded Parties List, and for duplication of federal funding. Selection of awardees will be based on:

- viability of the proposal,
- geographic distribution,
- risk of non-compliance with federal statutes,
- previous access to DOJ Office for Victims of Crime Funding (in the event of similarly rated applicants under the selection process, priority will be given to applicants that have not received OVC funds<sup>6</sup>), and
- date application was submitted, if submitted after April 1.

The NCAI Fund will make the final determination on all awards.

#### Additional Requirements

Prior to receiving a Letter of Agreement, all awarded applicants must complete a detailed budget, a Financial Management Capacity and Required Certifications form, and a Subgrant Award Report.

<sup>&</sup>lt;sup>6</sup> Under the terms of our agreement with DOJ, priority will be given to tribal nations outside Alaska who did not receive funding from one of the following grant programs in 2018 or 2019:

OVC FY 2019 Tribal Victim Services Set-Aside Program;

DOJ FY 2019 Coordinated Tribal Assistance Solicitation (Purpose Area 7 Tribal Victim Services); and

OVC FY 2018 Tribal Victim Services Set-Aside Program.

#### Informational Webinars

Please join us on our upcoming webinars, to learn more about this funding opportunity and how to apply:

- Program Planning webinar: March 16, 2021 at 10:00am PT / 11:00am MT / 12:00pm CT / 1:00pm ET
  - Please register here:
     https://attendee.gotowebinar.com/rt/1622647578389289227
- Program Development webinar: March 23, 2021 at 10:00am PT / 11:00am MT / 12:00pm CT / 1:00pm ET
  - Please register here:
     https://attendee.gotowebinar.com/register/8362326202191104267



# 2021 NCAI Fund Victim Services Micro-grant Program Application Questions

Below is a copy of the 2021 NCAI Fund Victim Assistance Micro-grant Program application questions, so that you can collect all the required information and documentation prior to completing the online application. When you are ready to apply, please complete the application at <a href="https://tribalvictimservices.org/request-funding/">https://tribalvictimservices.org/request-funding/</a>.

#### **Applicant Information**

- 1. Applicant Tribal Nation/Organization Information
  - a. Entity Name
  - b. Entity DUNS Number
  - c. Applicant Org Type: Tribal Nation, Consortium, Designee
  - d. Address, City, State, Zip
- 2. Applicant Tribal Nation/Organization Point of Contact
  - a. Point of Contact First Name
  - b. Point of Contact Last Name
  - c. Point of Contact Email
  - d. Point of Contact Phone Number
- 3. Is the Point of Contact listed above the appropriate individual to receive communication from the technical assistance team?
  - Yes
  - No
- 4. If it is not, you must provide an alternate point of contact for technical assistance.
  - a. First Name
  - b. Last Name
  - c. Email
  - d. Phone Number
- 5. Do you have the authority to apply for grants on behalf of your tribal nation?
  - Yes
  - No

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- 6a. If you are submitting as a Consortium or Designee, which tribal nation(s) do you represent?
- 6b. You will be required to submit documentation showing that your organization has the authority to apply for this federal funding opportunity on the tribal nation's behalf. If you have this authorization, please email it to <a href="microgrants@ncai.org">microgrants@ncai.org</a>. If you do not have the required documentation, you will be required to submit it before receiving your Letter of Agreement.
- 7. Have you previously received funding from the Department of Justice for any purpose?
  - Yes
  - No
  - Not sure
- 8. Have you applied or do you plan to apply for a federal grant award to support the same project or program described in this application?
  - Yes
    - o If yes, please explain.
  - No

#### **Proposed Use of Funds**

9a. Are you seeking funding for a new or existing victim services program?

- New
- Existing

9b. If your proposed use of funding will support an existing victim services program, please describe your current victim services program. If this funding will be used to create a new victim services program, or if you are expanding your current victim services, please describe any planning or needs assessments you have already completed.

- 10. Briefly describe the issue that will be addressed through the grant funded program. Identify if there is a specific population being served (*i.e.* women, youth, elderly) and any current activities being conducted to support this population as crime victims.
- 11. Please describe in detail how you would like to use the requested funding, including specific activities that will be conducted under this grant.

- 12. This funding opportunity can be used to support a wide variety of programming and services for victims of crime in your community. Please select which activities your grant will include:
  - Needs Assessment [if selected, the following will become editable]
    - Have any victim services needs assessment activities been conducted in your community previously? If yes, please describe.
    - o Describe your tribal nation's plan for conducting the needs assessment, including how you will use the information to help crime victims.
  - Strategic Planning [if selected, the following will become editable]
    - Describe your tribal nation's plan for developing a strategic plan, including how the strategic plan may assist crime victims.
  - **Support for Victim Services** (Applicants should consider carefully whether all activities can be completed in the grant period of 12 months.)
    - Please indicate the areas of service included in your proposed program (select all that apply):
      - Providing information to crime victims
      - Referral services for crime victims
      - Victim advocacy/accompaniment
      - Law enforcement interview advocacy/accompaniment
      - Intervention with employer, creditor, landlord or academic institution
      - Child and/or dependent care assistance
      - Transportation assistance
      - Interpreter services
      - Crisis intervention
      - Hotline/crisis line counseling
      - On-scene crisis response
      - Sexual Assault Response Team (SART) team development
      - Coordinated Community Response (CCR) team development
      - Updating tribal codes for victim services
      - Access to Traditional/Cultural Healing ceremonies for victims
      - Other
  - Equipment & Supplies Purchase [if selected, the following will become editable]
    - Describe in detail what type of equipment and/or supplies you plan to purchase with the grant funds and how these purchases will be used to advance your tribal nation's victim's services programs.
    - Do you plan to use the funding to purchase a vehicle to transport victims to access necessary services or attend court proceedings?
      - Yes
      - No
    - Please note that purchases must be made pursuant to your internal procurement policy that complies with federal law. If you do not

have a procurement policy, technical assistance will be provided to help you develop one.

#### **Grant Management**

- If awarded, you will be required to comply with all applicable federal policies and regulations.
- 13. Capabilities and Competencies
  - Who will be responsible for the day to day project implementation on this grant? Please include their title and number of years' experience.
  - Who will be responsible for financial management and procurement? Please include their title and number of years' experience.
  - Who will be responsible for reporting? Please include their title and number of years' experience.
  - If staff will be hired for a position included in this grant, do you anticipate that your tribal nation will be able to recruit and hire this individual within the first three months of the grant? If not, please explain.
- 14. Plan for collecting data required for this solicitation's performance measures:
  - If funded, the program will be required to submit a quarterly report of performance measurement data requested by OVC. Some of these measures include:
    - o Number of individuals receiving services
    - o Demographics of individuals receiving services (race, gender, age)
    - Type of Victimization
    - o Number of requests unmet due to organizational capacity issues
  - Do you anticipate any challenges submitting quarterly reports? If yes, please explain.

#### **Summary Budget**

15. Please enter the amount of funding you are requesting under each budget category and include a description of how these funds will be spent. If funded, you will work with the NCAI Fund technical assistance team to complete a detailed budget for your program.

Category	Amount	Description
Personnel		
Fringe Benefits		
Travel		
Equipment/Supplies		

Contracts and Consultants	
Consultant/Contractor	
Travel	
Other Costs	
Indirect Costs	

- 16. Please provide an additional justification for any funding requested over \$150,000.00. Please include a statement regarding ability to spend the funds within the 12 month project period. If your budget is less than \$150,000, please enter "N/A".
- 17. Applicant acknowledges that if awarded, applicant will be required to comply with all applicable federal financial management policies and regulations.
  - Yes
  - No
- 18. Please note that if awarded an NCAI Fund Victim Services Micro-grant, you will be prompted to sign the Letter of Agreement electronically, using Sertifi. Please provide the name and contact information for the person who will sign the Letter of Agreement.
  - Signatory Title
  - Signatory Name
  - Signatory Email Address
- 19. Please check this box to request an alternate method of signing the letter of agreement.

### 2021 NCAI Fund Victim Services Micro-grant Program Use of Funds

#### What are Victim Services? Activities that:

- ✓ Respond to the emotional, psychological, or physical needs of crime victims or
- ✓ Assist victims to understand and participate in the criminal justice system.

#### Examples of Victim Services include:

- Victim advocate or victim assistance program
- domestic violence shelter
- rape crisis center
- child advocacy center
- elder abuse program.
- mental health counseling
- substance abuse treatment.
- legal services

- forensic exams
- emergency shelter
- transitional housing
- traditional, cultural, or alternative therapy
- transportation, meals, lodging, child care for court or counseling
- restorative justice

#### How can funds be used? Examples include:

- Salary
- Fringe benefits.
- Travel
- Equipment
  - o Vehicles
  - Security system at victim service facility
  - Remote access equipment in court
  - Facility costs rent, utilities, maintenance, minor renovation

- Supplies
  - Computers, printers, scanners
  - Cell phone
  - Office supplies, furnishings
  - Therapeutic supplies
- Emergency or short term needs of victims
- Program operating costs
- Subcontracts
- Indirect costs

ALL costs MUST be justified as improving victim services. The NCAI Fund will review all proposed costs in the context of each grant proposal.

#### Unallowable costs:

- Law enforcement/prosecution
- Crime prevention
- Services for offenders

- Construction or purchase of real estate
- Lobbying
- Fundraising

A detailed list of allowable and unallowable costs can be found at: <a href="https://tribalvictimservices.org/PDF/2021">https://tribalvictimservices.org/PDF/2021</a> Examples of Allowable and Unallowable Costs.pdf.

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940

Naa'bik'iyati' Committee Special Meeting

4/9/2021

11:02:24 AM

Amd# to Amd#

Consent Agenda: Legislations

**PASSED** 

MOT Tso, D

0031-21, 0059-21 and 0061-21

SEC Tso, O

Yeas: 20 Nays: 0 Excused: 0 Not Voting: 3

Yea: 20

Begay, E Crotty James, V Tso, D Begay, K Daniels Nez, R Tso, E Slater, C Tso, O Begay, P Freeland, M Wauneka, E Halona, P Smith Brown

Charles-Newton Henio, J Tso, C Yellowhair

Nay: 0

Excused: 0

Not Voting: 3

Yazzie Walker, T Stewart, W

**Presiding Speaker: Damon**