



Appendix C
RFP Question and Answer Response Form

March 13, 2017

Question Number	RFP	Section Number	Questions	Answers for RFP
1.	17-08	VII	The match requirements fluctuate between 20% to 25% in the RFP. What is the non-federal source of match percentage?	The non-federal match requirement is 20%. New programs must demonstrate 25% support from non-federal sources for the project.
2.	17-08	3-C	Will statewide training be provided to staff/personnel and volunteers regarding Marsy's Law and the specific reporting requirements associated with funding for the project/program?	It is not clear at this time which state agency will be providing training for Marsy's Law implementation. MBCC will provide training on reporting requirements for VOCA awards. Technical assistance is available and attendance at the annual Subgrantee Workshop Training (usually held in August) is recommended.
3.	17-08	3-A	Can the hours worked by volunteers during this project be used for part of the match requirements? If so, what is the latest volunteer hourly rate to be used in the budget justification?	Volunteer hours are allowable as in-kind match. Appropriate documentation of timesheets is required. The fair market value of volunteer hours is left up to the applicant but should not exceed the hourly wage of an employee doing the same work.
4.	17-06	VII	The four federally required priority categories are: victims of child abuse, victims of domestic violence, victims of	Yes, senior citizens and Native Americans are considered underserved populations.

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			<p>sexual assault, and underserved victim populations. Are seniors an underserved population? Are Native Americans?</p>	
5.	17-06	VII	<p>Programs must provide assistance to potential recipients of crime victim compensation benefits. How are the victims identified to the grantee by MBCC? Aging Services provides comprehensive wraparound services to clients we identified as in need of them. Would these qualified as qualifying assistance?</p>	<p>You are required to assist victims in applying for Victim Compensation. Clients must identify themselves as victims of crime. MBCC receives demographic data about victims in programmatic and narrative reports (quarterly reporting, PMT reporting, etc.) Personally identifiable information is not reported to MBCC or the federal program. As a recipient of VOCA funds, you are required to submit data through reports to MBCC which are then submitted to the federal office. Your program's comprehensive wraparound services must include VOCA Statutory Requirements; these may be in addition to your current program services.</p>
6.	17-06	VII	<p>The community must promote coordinated public and private efforts to aid crime victims. Please define community in depth?</p>	<p>Community is defined as your service area (the area within which services are provided). For the purpose of this RFP, services must encompass statewide strategies.</p>
7.	17-06	VII	<p>Required data: clients' age, gender, nationality/ethnic origin and disability. We currently track age, gender, income, place of residence (for urban/rural</p>	<p>If you are awarded VOCA funds, you may be required to track additional demographics. A victim of crime may self-identify as having a disability. MBCC does not have a standard definition of disability.</p>

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			<p>purposes) ethnicity and race. Do you have any specific definition of what constitutes a disability or examples of what constitutes a disability? By nationality, do you mean non US citizens?</p>	<p>Nationality means of a nation which may or may not be a United States citizen.</p>
8.	17-06	VII	<p>Complete Office of Civil Rights training and maintain records of certification. Who does this training? When is it offered? How is it offered (online/classroom)? Does anyone providing direct services have to be trained?</p>	<p>The project director is responsible for civil rights training which is available on the MBCC website. Civil Rights Training is only required of awarded grant recipients and MBCC recommends the training is shared with all staff.</p>
9.	17-06	Section 4	<p>Sustainability requirements talk about “Estimated funding requests for the subsequent year if the applicant intends to request additional funding.” This is a one year capacity planning grant. Are there other funding possibilities that we might be eligible for and if so, what are they?</p>	<p>At this time, we are unable to provide information about other funding opportunities.</p>
10.	17-06	VII	<p>Can we focus just on crimes against property (fraud) victim or do we deal with all crimes</p>	<p>Many adults in later life experience polyvictimization. Referrals to other service providers should be provided if</p>

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			against persons and Property?	the crime is outside the scope of your program.
11.	17-06	VI	What kind of crime data do we have to collect? Do we have to use MBCC categories to report crime incidents that we identify or become involved in providing to victims?	As a recipient of this VOCA funding, programs must not require a victim to report a crime and therefore crime data is not reported to MBCC in quarterly or PMT reporting. However, as an agency, you may be required to submit crime data for other purposes outside of the VOCA grant.
12.	17-06	VIII	Is the Implementation Chart part of the 24 pages?	Yes.
13.	17-06	VIII	Is it allowable to implement the tools we developed in our Estate planning and Indian Wills clinics? We want to test out the tools we developed.	Yes.
14.	17-06	VIII	How complete do the citations need to be? Is the following sufficient: A 2015 study entitled "The Elder Abuse Prevalence" conducted by the national Center on Elder Abuse found the nationwide abuse rate to be 10%. If not, do you require a separate footnotes page or footnotes at	Reasonable efforts to cite documents in whatever manner you choose is acceptable. MBCC does not require specific citation formats. Footnotes at the bottom are fine. Adjust your paging accordingly to remain within the 24-page limit.

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			the bottom of the page with a full citation. If you use a separate footnote page, does it count towards the 24 page limit or can it be a separate attachment?	
15.	17-08	VII	To be eligible for grant funds, are County Attorney offices required to utilize volunteers?	Yes. OVC requires volunteers to be utilize to support the program. You may be eligible for a waiver with OVC if the program has a compelling reason for not utilizing a volunteer. If the program is awarded funds, there would be an opportunity to request with MBCC a waiver.
16.	17-08	VII	If volunteers are required to be utilized, in what capacity?	A volunteer can be utilized in any capacity that the program see fit.
17.	17-08	VII	Can you provide an example or two of how volunteers could be utilized in a way that would not reveal sensitive and private information about victims?	Volunteer(s) can be used to develop/distribute/promote information about the program.
18.	17-8	VIII	We are applying to fund a Victims Advocate/Marsy's Law Compliance Coordinator. Since the project period is 2 years, are we allowed to apply for 2 years of salary and benefits?	Yes
19.	17-8	VII	While the City. Attorney has not applied individually for	The program would be considered a new applicant if they have never been awarded a VOCA grant.

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			VOCA grant monies other departments (Police) have and we share one DUNS # for the City. Is a first-time applicant based on the entity as a whole or the individual department requests	Therefore, the applicant must demonstrate 25% non-federal support for the project and must demonstrate a history of serving victims of crime. The same DUNS number may be used if the grant is going to the city.
20.	17-8	VII	City Attorney does not have an internal volunteer program specifically. Volunteers are utilized for services provided through our partnership with the County Crime Victim Advocate office as well the police department related to the assistance of victims and prosecution. Are these partnerships applicable to the program requirement or would a request to waive the requirement be required?	Applicants should find a way to utilize a volunteer for the specific project request. Volunteer hours cannot be shared or duplicated among programs.