Louisiana Commission on Law Enforcement
Office for Victims of Crime
Crime Victim Assistance
Notice of Funding Opportunity
(NOFO)

Part 1. Overview Information

Participating Organization:	Louisiana Commission on Law Enforcement and Administration of Criminal Justice www.lcle.la.gov
Funding Opportunity Title:	2018 Victims of Crime Act Program (VOCA)
Announcement Type:	VOCA – New Grants
Catalog of Federal Domestic Assistance (CFDA) Number:	16.575 - Crime Victim Assistance
Federal Award Identification Number (NAIN):	2018-V2-GX-0042
Federal Award:	$47,435,241
Period of Performance:	January 1, 2020, through June 30, 2021 Eighteen (18) months; Unless Otherwise Noted.
Funding Opportunity Purpose:	The primary purpose of the Crime Victims Assistance Formula Grant Program (VOCA) is the provision of direct services to victims of crime. This program is known as and is authorized by the Victims of Crime Act (VOCA) of 1984, as amended, Public Law 98-473, Title II, Chapter XIV (34 U.S.C. § 20103 (a) and (b)
Application Types Accepted:	Continuations and New Applications
Due Dates:	Contact the applicable District for the Notice of Intent (NOI) Due Dates
Funds Available:	Contact your District Director or LCLE VOCA Program Manager:
Notice of Intent	1. Submit form for review and selection. 2. Applicants that do not comply may be delayed or not accepted for review. 3. If selected to continue application process, applicant will receive an invitation to apply to LCLE in Egrants system.

Part 2. Full Text of the Announcement

A. Program Description

The Office for Victims of Crime (OVC) of the U.S. Department of Justice is authorized to implement the victim assistance formula grant program (Victim Assistance Program) by the Victims of Crime Act of 1984 (VOCA). The OVC Victim Assistance Program is funded from the Crime Victims Fund. The Fund receives Federal criminal fines, penalties, and assessments, as well as certain gifts and bequests, but does not receive any general tax revenue.

Priority categories of crime types as set by the Federal Statute:

1. Sexual Assault;
2. Spousal Abuse;
3. Child Abuse;
4. Underserved Victims of **Violent Crimes**; and
5. Underserved Victims of Non-Violent Crimes.

Applicants must provide goals, objectives and activities that enhance the delivery of direct services to victims of crime. Direct services for which VOCA funds may be used include, but are not limited to the following:

- Immediate emotional, psychological, and physical health and safety;
- Personal advocacy and emotional support;
- Mental health counseling and care;
- Peer-support;
- Facilitation of participation in criminal justice and other public proceeding arising from the crime;
- Legal assistance;
- Forensic medical evidence collection examinations;
- Forensic interviews;
- Transportation;
- Public awareness;
- Transitional housing; and
- Relocation.

B. Financial Management and System of Internal Controls:

If selected for funding, the award subrecipient must:

1. Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the Federal award. These internal controls should be compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States and the “Internal Control

Integrated Framework" issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

2. Comply with Federal statutes, regulations, the DOJ Grant Financial Guide, and the terms and conditions of the Federal award.
3. Comply with State statutes, regulations, and the Victim Services Advisory Board and Commission guidelines.
4. Evaluate and monitor the non-Federal entity's compliance with statue, regulations, and the terms and conditions of Federal awards.
5. Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
6. Take reasonable measures to safeguard protected personally identified information and other information the Federal awarding agency or pass-through entity designated as sensitive or the non-Federal entity considers sensitive consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

C. Eligibility Information

1. Eligible Applicants must provide advocacy and direct services to victims of crime.
   - Sexual Assault Programs
   - Rape Treatment Programs
   - Courts
   - Legal Service Agencies
   - Domestic Violence Programs
   - Law Enforcement Agencies
   - Corrections Department
   - Non-Profit Service Providers
   - Child Abuse Programs
   - District Attorney's Offices
   - Mental Health Service Programs
   - For-Profit Service Providers

2. Prohibited Applicants
   - Federal Agencies
   - In-Patient Treatment Facilities
   - Indigent Defender Programs

3. Match Requirements
   a. Twenty percent (20%) match.
   b. Match must be provided from resources other than **Federal Funds**.
   c. Sources of Match:
      I. Cash
      II. Volunteered professional or personal services
      III. Materials / Equipment
      IV. Space / Facilities
      V. Non-VOCA funded victim assistance activities

D. Other Requirements

1. Background and Fingerprint Checks

   Any staff person working with populations, including victim advocates, volunteers, secretaries, counselors, etc. who come into contact with vulnerable populations, including victims served by your programs must have an employment-rated criminal background check conducted to ensure their history is clear. The staff must comply with the most current version of the Louisiana Child Protection Act, LRS 15:587.1 and the Adult Protective Services (APS) Law, LRS 15:1501-1511.

2. Volunteers

   a. Agencies must use volunteers.
   b. If the agency cannot use volunteers, a volunteer waiver must be completed and approved during the application process.
   c. Volunteers can be used as in-kind match.
   d. Duties must be directly related to the focus of the program.
   e. Volunteer value is limited to $15 an hour
   f. Donated time provided by Professionals (licensed or certified therapists, attorneys, doctors, law enforcement officers, or etc.) can be used to contribute to project as in-kind match.
      i. Professional rate should be consistent with the professionals' usual and customary charges for the services volunteered.
      ii. A volunteer professional hourly rate is limited to $100 per hour.

3. Supplanting/Non-Supplanting

   a. Federal funds must be used to supplement (add to), enhance, or expand existing services for program activities and not replace those funds that have been appropriated for the same purpose.
   b. A grant recipient may not use Federal grant funds to defray any costs that the recipient is already obligated to pay.
   c. The possibility of supplanting will be the subject of careful application review, possible pre-award review, post-award monitoring, and audit of any finding.
   d. If any additional information, assistance with definition, or examples of supplanting is needed, please contact the LCLE VOCA Program Manager.

4. Conflict of Interest Disclosure Form

   The applicants must fill, sign, and return the forms to the District Directors office and/or LCLE VOCA Program Manager.

E. Application and Submission Information

Potential applicants will first submit a "Notice of Intent" (NOI) worksheet to the appropriate District Office or the LCLE VOCA Program Manager. The completed NOI worksheet must include the authorized official's signature. The District Council/Board will review and determine projects to move forward to the applicant process. If approved applicants will receive an invitation to submit the full application on the Louisiana Commission on Law Enforcement Egrants system. The NOI worksheet can be found on the LCLE website at http://www.lcle.la.gov/programs/funding.asp

1. What the NOI should include:
    a. Applicant Agency - legal name of agency
    b. Project Title - descriptive title of project
    c. Section 1. Agency Description Information - check the box that best describes the agency
    d. Section 2. Federal Program Area - enter the dollar amount associated with each program area.
    e. Section 3. Do not enter any information in this section.
    f. Section 4. Proposed Budget - For each budget item, thoroughly and clearly describe every budget category listed, demonstrated cost effectiveness and relation to the goals of the project. Include a description of the procurement process for equipment purchases and consultants/contracts. Indirect cost rate agreement (if applicable) should be attached. If the applicant does not have a federally approved cost rate agreement, costs may be allocated in the direct cost categories.

To review all requirements of the Victim Services Advisory Board Guidelines, go to the LCLE website at http://lcle.la.gov/programs/cva.asp

F. Required Registrations for Applicants

All agencies are required to provide the following documents:

a. Federal Tax Identification Number
b. IRS Form W-9 (Taxpayer Identification and Certification)
c. IRS Form 501(c)(3) (Tax-exempt Status for Non-profit Organizations)
d. State of Louisiana Self-service Request for Vender https://www.doa.la.gov/Pages/osrap/VendorPayments.aspx
e. DUNS (Data Universal Numbering System) Number Certificate
f. CAGE (Commercial and Government Agency) Code Certificate
g. SAM (System for Award Management) Number and current expiration date
h. Louisiana Secretary of State Non-Profit Corporation Certificate
i. All agencies with a private, non-profit, or non-governmental status are required to procure and maintain a surety or dishonesty bond in the amount of the federal award.
j. LCLE Egrants registration must be complete in order to receive an invitation to apply for funding.

G. Organizational Capacity of a Program

When making a VOCA award, SAAs must determine that the program has either a record of effective services to victims of crime and support from sources other than the Crime Victims Fund OR substantial financial support from sources other than the Crime Victims Fund.

A program has demonstrated a record of effective services to victims of crime and support from sources other than the Crime Victims Fund when, for example, it demonstrates the support and approval of its direct services by the community, its history of providing direct services in a cost-effective manner, and the breadth or depth of its financial support from sources other than the Crime Victims Fund.

A program has substantial financial support from sources other than the Crime Victims Fund when at least twenty-five percent of the program's funding in the year of or the year preceding the award comes from such sources, which may include other federal funding programs. If the funding is non-federal (or meets the DOJ Grants Financial Guide exceptions for using federal funding for match), then a program may count the used funding to demonstrate non-VOCA substantial financial support toward its project match requirement. See 28 CFR94.112(b).

H. Funding Restrictions

All awards are subject to the terms and conditions, cost principles, and other considerations described in 2 CFR Part 200, Louisiana Statute and LCLE policy.

NO VOCA funds may be used to fund or support the following:

a. Lobbying
b. Research and studies
c. Active investigation and prosecution of criminal activities
d. Fundraising
e. Capital expenses
f. Compensation for victims of crime
g. Medical care; and
h. Salaries and expenses of management

I. Application Review Information

Criteria: Each application will be evaluated and scored on the NOI Components and two Budget Components using a 100 point scale.

a. **Project Summary and Strategy (30 points)**
This section should be a succinct summary containing the description of the problem this project seeks to address the project's purpose, the program description, and expected results. Propose a clear and realistic implementation plan to comprehensively address objectives of this Notice of Funding Opportunity. It should also outline the relevant and appropriate main activities.

b. **Goals (15 points)**
This section should outline the Program Goals and Expected Results for the project.

c. **Objectives (15 points)**
This section should state clearly defined and quantitatively measurable objectives that support programmatic progress. Please present a brief, work plan including target dates for activities, which reflects the overall program approach and its objectives.

d. **Organizational Capacity and Past Performance (20 points)**
This section of the application provides information about the applicant organization and any proposed key partners. It provides evidence that the applicant has the ability to successfully carry out the program activities of the grant. Provide a description of the applicant organization – including its general purpose, goals, annual budget (including funding sources), and major past and current activities and projects undertaken. Include a description of all key partners for this project and of the proposed working relationship with them.

e. **Budget Appropriateness (10 points)**
Budgeted items are obviously necessary to the achievement of the goals and activities as presented in the application.

f. **Cost-effectiveness (10 points)**
Applicants should propose expenditures that are reasonable, allowable, and allocable to the proposed activities and reveal their understanding of the 2 CFR Part 200: Uniform Guidance – Uniform Administrative Requirements, Cost Principals, and Audit Requirements.

J. Award Information

If an application receives approval from the District or LCLE review, the applicant will be invited to submit the full application through the LCLE Egrants system. The application will then be presented to the Commission on Law Enforcement for final approval after which time an award will be issued. Awardees are expected to comply with all special conditions, certified assurances, and will meet the quarterly programmatic and fiscal reporting requirements.

No diminished support policy is presently in effect for all programs, but the Board will reserve the right to approve a program at a reduced level. This will take into account other projects requesting funding and the past ability of the agency to appropriately expend its award funds. Funding is contingent on funds availability, proper subgrant management, meeting goals and objectives, and complying with all requirements. The board may make recommendations to the Commission to reduce funding or discontinue funding to those agencies not meeting these requirements.

Part 3. Contact Information

District Contact Information

District 1

Northwest Law Enforcement Planning District, Inc.
615 Main Street, Pineville, LA 71360-6935

Ken Walker, District Director
318-487-5430
rrdkenw@aol.com

Jeremy Edwards, Grant Manager
318-487-5432
rrdjeremy@aol.com

District 2

North Delta Law Enforcement Planning District, Inc.
P. O. Box 3291, Monroe, LA 71210-3291

Marky Tucker, District Director
318-998-6041
marky_tucker@yahoo.com

David Rigdon, Assistant District Director
318-435-4505
davidrigdon@franklinsheriff.net

District 3

Red River Delta Law Enforcement Planning Council, Inc.
Same information as District 1

District 4

Evangeline Law Enforcement Council, Inc.
P. O. Box 3986
900 East University, Lafayette, LA 70502-3986

Amanda Bourque, District Director
337-291-7153
Amanda.elec@yahoo.com

Danae Vincent, Assistant District Director
337-291-7154
dvincent@lafayettela.gov

District 5

Capital District Law Enforcement Planning Council, Inc.
1406 South Range Avenue, Suite 5, Denham Springs, LA 70726-4801

Wanda Johnson, District Director
plnningc@bellsouth.net

Dawn Hawkins, District Director
Dawncheree73@att.net

Office Phone: 225-667-1503

District 6

Southwest District Law Enforcement Planning Council, Inc.
P. O. Box 1543
1323 Oak Park Blvd., Lake Charles, LA 70602-1543

Calli Peloquin, District Director
337-439-6750
swdlepc@aol.com

District 7

Jefferson Parish Criminal Justice Coordinating Council (CJCC)and
Metropolitan District Law Enforcement Planning and Action Commission, Inc. (METLEC)
1221 Elmwood Park Blvd, Suite 607, Harahan, LA 70123-2337

Ronald Lampard, District Director
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Jody Moreau, Administrative Management Specialist
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District 9

New Orleans, City of / Office of Criminal Justice Coordination
1300 Perdido Street, Room 8E15, New Orleans, LA 70112-2125

Tenisha Stevens, Criminal Justice Commission
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Louise S. Gray, Grants Administrator
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LCLE Staff Contact Information

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LaShinna Irons, Administrative Assistant
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Additional LCLE Contact Information

LCLE Address:	Mailing Address: P.O. Box 3133 Baton Rouge, LA 70821-3133 Physical Address: 602 North Fifth Street 1st Floor Baton Rouge, LA 70802-5312
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Egrants Website:	www.egrants.lcle.la.gov
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Egrants Phone Number:	225-342-1968