



# NATIONAL CONGRESS OF AMERICAN INDIANS

## **Crime Victim Services Funding** **Eligibility Notice and Invitation to Apply**

June 1, 2020

**NCAI**  
**FUND**

Dear Tribal Leader:

I am writing to notify you that the National Congress of American Indians Fund (NCAI Fund) has entered into a cooperative agreement with the U.S. Department of Justice to provide micro-grants to eligible tribal governments to support crime victim services programs and activities, titled the "2020 NCAI Fund Victim Services Micro-grant Program." We have determined that your tribal nation is eligible to apply for this program.<sup>1</sup>

Eligible tribal nations can request up to \$350,000 from the NCAI Fund. Available funding can be used to support victim service activities across a range of tribal departments. If your tribal nation is interested in applying for funds, please review the attached solicitation. The deadline for you to complete the first step of the application process by submitting a statement of interest is Friday, June 26, 2020. Application materials and additional information are available at [www.tribalvictimservices.org](http://www.tribalvictimservices.org).

Please direct any questions to [microgrants@ncai.org](mailto:microgrants@ncai.org).

Sincerely,

Kevin J. Allis  
Chief Executive Officer  
National Congress of American Indians & NCAI Fund

Enclosures

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<sup>1</sup> Under the terms of our cooperative agreement with DOJ, this funding is currently only available to tribal nations who did **not** receive funding from the OVC FY 2018 Tribal Victim Services Set-Aside Program; OVC FY 2019 Tribal Victim Services Set-Aside Program; or the 2019 Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area 7: Tribal Victim Services Program; and who are not located in Alaska. Tribal nations in Alaska have access to a similar program administered by the Denali Commission.

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# 2020 NCAI Fund Victim Services Micro-grant Program Request for Proposals

## **Application Process – Step 1: Statement of Interest Form due Friday, June 26, 2020**

**Eligible Entities:**<sup>1</sup> Federally recognized tribal nations outside of Alaska<sup>2</sup> who did NOT receive tribal set-aside victim services funding from DOJ's Office for Victims of Crime in FY 2018 or FY 2019 (a list of ineligible tribal nations can be found here: <https://tribalvictimservices.org/PDF/IneligibleTribesList.pdf>). Tribal nations may apply as a part of a consortia of eligible tribal nations or may designate an organization to apply on the tribal nation's behalf.

**Program Description:** Funding can be used for 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 \$11 million available for this program. Micro-grant awards will not exceed \$350,000.

**Performance Period:**<sup>3</sup> October 1, 2020 – June 30, 2022

### **Application Deadlines:**

Step 1: Statement of Interest (<https://tribalvictimservices.org/statement-of-interest/>) is due **Friday, June 26, 2020.**

Eligible tribal nations will be contacted in July and asked to complete Step 2 of the application. 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.

Step 2: Final Application will be due **Friday, August 21, 2020.**

All application materials and additional information about the NCAI Fund Victim Service Micro-grant Program are available at [www.tribalvictimservices.org](http://www.tribalvictimservices.org).

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<sup>1</sup> Per the terms of the NCAI Fund's cooperative agreement with DOJ, at this time, eligible entities are limited. If funds are not fully expended in 2020, the NCAI Fund will release a second funding opportunity in early 2021 that will be available to all federally recognized tribes outside of Alaska.

<sup>2</sup> DOJ has entered into a separate agreement with the Denali Commission to support tribal crime victim services in Alaska. Information is available at [www.denali.gov/grants](http://www.denali.gov/grants).

<sup>3</sup> DOJ has stated that they will not authorize no-cost extensions if funds are not expended.

### 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> The intent of this funding is to support tribal nations who have not been able to access the tribal set-aside funding previously.<sup>5</sup> Under the terms of our agreement with DOJ, the NCAI Fund may provide pass-through funding 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

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. Eligible tribal nations may choose to apply together as a consortia. 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>6</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, applicants will receive technical assistance and support in developing their projects and budgets from the Tribal Law and Policy Institute (TLPI).

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<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>5</sup> This funding opportunity is currently limited to those entities who have not received funding under certain programs from OVC in FY 18 or FY 19. Entities who are in the process of applying to the OVC FY 2020 Tribal Victim Services Set-Aside Program **may apply** for this funding, as long as the proposed use of funding is for different activities than the FY 2020 Tribal Victim Services Set-Aside Program.

<sup>6</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.

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

### Application:

All application materials are available at [www.tribalvictimservices.org](http://www.tribalvictimservices.org). To begin the NCAI Fund Victim Services Micro-grant Program application process, applicants should complete an online [Statement of Interest \(Step 1\)](#) form that indicates an applicant's intention to apply for funds. Completing the Statement of Interest form does not commit the applicant to completing the Full Application (Step 2).

Step 1 of the application process does not require a fully developed proposal. Applicants will be asked to provide a summary statement of the proposed use of funds and to indicate the range of funding that they will be requesting. Please reference the attached copy of the questions required for completion of Step 1.

Four examples are provided to give a sense of the level of detail that is requested (tribal proposals are not limited to the activities used in these examples):

**Example 1:** *Our tribal nation would like to develop a victim services program. As a first step, we would like to conduct a community needs assessment and begin a strategic planning process. We plan to hire a consultant to assist in the development of the needs assessment and strategic plan.*

**Example 2:** *We propose to purchase supplies for two victim advocates to facilitate remote work, including laptops, cell phones, and office furniture (desk, office chair). We will also purchase a vehicle to transport victims to necessary services and a security system and generator for the tribal domestic violence shelter program.*

**Example 3:** *We propose to use this funding to expand our existing victim services programs to additional populations of victims. We propose to use funding to hire an additional victim advocate who will work with two-spirit and male victims. We will also cover travel and registration costs for up to four participants to increase our tribal staff's ability to reach out to and support additional populations of victims (individuals with disabilities, two-spirit, males, and children).*

**Example 4:** *We propose to use this funding to improve the resources available to victims within the community. We will hire an attorney to draft a victims' rights code and to train the relevant personnel on implementation of the code. We will also cover hotel costs for victims who need emergency shelter.*

The Statement of Interest form is due on Friday, June 26, 2020.

Step 2 of the application will also be completed on [www.tribalvictimservices.org](http://www.tribalvictimservices.org) and will open on Monday, July 13, 2020 with a due date of Friday, August 21, 2020. During Step 2, applicants will submit a summary project proposal and summary budget. The NCAI Fund has partnered with TLPI to provide technical assistance to eligible applicants as they complete their project proposals and budgets, and TLPI will be in touch with all applicants during Step 2 of the application process to provide an opportunity to discuss project ideas and receive technical assistance. Please feel free to contact TLPI for assistance during the application process: Lonna Hunter, [lonna@tlpi.org](mailto:lonna@tlpi.org).

#### Application Review Process:

Statements of Interest (Step 1) will be reviewed to determine if applicants are eligible to apply for funding. All applicants will be vetted for eligibility and against the Federal Excluded Parties List. Eligible applicants will be invited via email to submit a full application (Step 2).

Full applications (Step 2) will be reviewed by a combination of internal and external subject matter experts. Selection of awardees will be based on:

- viability of the proposal,
- geographic distribution, and
- risk of non-compliance with federal statutes.

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

#### Informational Webinars:

Informational webinars regarding this funding opportunity will be held on Tuesday, June 9 and Thursday, June 11. Please register here:

<https://register.gotowebinar.com/rt/3843371889256040972>.

TLPI will host a series of technical assistance webinars on:

- Tuesday, June 16, 2020 – Program Planning webinar. Please register here: <https://register.gotowebinar.com/rt/3843371889256040972>.
- Tuesday, July 21, 2020 – Program Development webinar. Please register here: <https://register.gotowebinar.com/rt/91130129796550926>.
- Tuesday, August 4, 2020 – Program Implementation webinar. Please register here: <https://register.gotowebinar.com/rt/91130129796550926>.

# 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
  - Vehicles
  - Security system at victim service facility
  - Remote access equipment in court
- Facility costs – rent, utilities, maintenance 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
- Grant-writing

**A detailed list of allowable and unallowable costs can be found at:**

**[https://tribalvictimservices.org/wp-content/uploads/2020/05/AppendixA\\_allowablecosts.pdf](https://tribalvictimservices.org/wp-content/uploads/2020/05/AppendixA_allowablecosts.pdf)**

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## **NCAI Fund's Victim Services Micro-Grant Program Application Step 1: Statement of Interest Webform**

If you are interested in receiving funding as part of the NCAI Fund Victim Assistance Micro-grant Program, complete Step 1 of the application at <https://tribalvictimservices.org/statement-of-interest/>.

Below is a copy of the webform questions, so that you can collect all the required information and documentation prior to completing the form. Completion of this Statement of Interest indicates an applicant's intention to apply for funds, but does not commit the applicant to completing the Full Application (Step 2). Applicants may change their project proposal or requested budget amount later in the application process.

### **Applicant Tribe/Organization Information**

- Entity Name
- Entity DUNS Number
- Applicant Org Type: Department, Agency or Program
- Address, City, State, Zip

### **Applicant Tribe/Organization Point of Contact**

- Point of Contact First Name
- Point of Contact Last Name
- Point of Contact Email
- Point of Contact Phone Number

Is the Point of Contact listed above the appropriate individual to receive communication from the technical assistance team?

- Yes
- No

If it is not, you must provide an alternate point of contact for technical assistance (assistance to complete project proposals and budgets for the full application).

- Alternate Point of Contact (optional)
- First Name
- Last Name
- Email
- Phone Number

Did your tribe receive an Eligibility Notice and Invitation to Apply from the NCAI Fund to apply for the NCAI Fund Victim Services Micro-grant Program?

- Yes
- No

## Proposed Use of Funds

- 1a. Are you seeking funding for a new or existing victim services program?
  - New
  - Existing
- 1b. If existing, please describe your existing victim services, in 3-5 sentences.
2. Please describe how you would like to use the requested funding, in 3-5 sentences
3. Do you plan to use the funding to purchase a vehicle to transport victims to access necessary services or attend court proceedings?
  - Yes
  - No
- 4a. Has your tribe, consortium or designee organization previously completed a needs assessment or strategic plan around victim services?
  - Yes
  - No
- 4b. If Yes, when?
5. Estimated amount of funding to be requested (final funding amounts will be determined in the Full Application (Step 2)).
  - Less than \$50,000
  - \$50,001-\$100,000
  - \$100,001-\$200,000
  - \$200,001-\$350,000
- 6a. Do you have the authority to apply for grants on behalf of your tribal nation?
  - Yes
  - No
- 6b. If you are submitting as a Consortia or Designee, which tribal nations do you represent?