

# SFY 2027 VOCA RFA

## Frequently Asked Questions

### Introduction

Thank you for your interest in applying for VOCA funding. The following FAQs are prepared for general questions and most situations. There may be unique situations or applicants that require more in-depth solutions.

If you have additional questions, please contact:

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### General Questions

- Question:** How long is the budget period?  
Will there be a continuation or renewal next year?

**Answer:** Awards issued under the SFY 2027 RFA will have a 1-year project and budget period.

NCC intends to resume a 2-year budget cycle in SFY 2028 (2027-2028), with a continuation award in SFY 2029 (2028-2029)
- Question:** How much should we request in our budget? Are more funding cuts planned?

**Answer:** Applicants should budget based on the needs of their victim services program and planned operations for the grant project.

Available funding is a total increase of 14% compared to SFY 2024 YR3; however this does NOT equate to universal increase of program awards. New project and new programs are a priority area.



## Applicant & Organizational Information

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3. **Question:** Where can I find my UEI?

**Answer:** All applicants must have registered for a UEI with SAM.gov. Registration does NOT need to be current and active. Applicants must download or screenshot their SAM.gov registration that shows their agency name and UEI.

4. **Question:** Where can I find my organization type?

**Answer:** Refer to RFA Appendix D - NCC Victim Services Grant Programs: Organization & Program Type Definitions

5. **Question:** My agency will be changing our Authorized Official soon. Should our next Authorized Official sign the application?

**Answer:** The Authorized Official that signs your application materials must be the current acting authorized official at the time of signing. Grant award packets are expected to be signed in June 2026.

## Application Template

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6. **Question:** The template is auto setting my font size to 11, do I need to change the font size to 10 for each question?

**Answer:** No, if the font size is auto setting at the incorrect size, then you do not need to change it.

7. **Question:** Where can I find my Victim Service Program type?

**Answer:** Refer to RFA Appendix D - NCC Victim Services Grant Programs: Organization & Program Type Definitions

8. **Question:** How do I answer question 21?

**Answer:** Question 21 is regarding evidence of effective services. Ideally, no new analysis is needed, and applicants will be able to utilize established data reports, newsletters, or other publications.

In the table provided, input the name and type of documentation that is being attached, and where in the document we can find the evidence of effective services. For example, if attaching an organizational annual report, identify what page addresses the impact of the organization's victim services program.

Additionally, if you're uploading one document that showcases multiple ways your agency is effective you can differentiate sections within one document.

9. **Question:** Can we use previous Performance Measurement Tool (PMT), or Quarterly Activity Narrative Report (QANR) data to showcase our program's effectiveness?

**Answer:** You may submit PMT data, supplemented with narratives fully explaining the improvements the data indicates. It is unacceptable to only attach the PMT report without adding any narrative explaining how it shows effectiveness. You may not use your QANR to satisfy this application requirement.

10. **Question:** We're a small program that doesn't have any revenue apart from VOCA. How can we meet the requirement of showing at least 25% of our program funding is from non-VOCA sources?

**Answer:** Consider if in-kind contributions can be used. Does your parent organization contribute building space, support services, or software that is used by program staff? Refer to the table provided in the Applicant Training and Q&A presentation.

11. **Question:** I didn't know subawards were allowed for VOCA, are they encouraged?

**Answer:** Yes. NCC intends to reduce the total number of awards in SFY 2027. Joining with another agency is a good way to assist us with this goal.

12. **Question:** Regarding question 18 about community collaboration, what does my "geographic Nebraska Community" mean?

**Answer:** Generally, this refers to the county, or counties, in which you provide services.

13. **Question:** The RFA states that applicants must be compliant with NIBRS reporting to receive funds. Does this apply to my organization? How do I know if we're NIBRS compliant?

**Answer:** This condition only applies to government agencies. Non-profit organization can disregard this requirement. For government agencies, contact your county law enforcement agency (Sheriff's Office) to find out if your county is NIBRS compliant. Contact NCC if the Sheriff's Office is unable to advise.

14. **Question:** The RFA states on page 31 "If an agency opts to request any of these costs as direct expenses or match, they must do so at a prorated rate and cannot request indirect costs in addition." What is this referring to?

**Answer:** Administrative Costs (for items such as utilities, rent, insurance, office phone and internet, administrative staff, and audit costs) **cannot** be included in your budget as both a direct and indirect costs. Applicants must choose one or the other.

Also, if Administrative Costs are being budgeted, then they **MUST** be prorated for the project. The Proration of Costs Spreadsheet on the NCC website provides instructions for prorating these expenses (via FTE or Square-Footage methods).

## Performance Measures

15. **Question:** How is Performance Reporting changing from SFY2024 to SFY2027?

**Answer:** OVC PMT has not changed.  
NCC Quarterly Activity Reporting is changing (aka QANR). NCC was required to implement standardized outcomes for VOCA grantees. If these goals can't be applied to your program/project, you may write your own outcomes.

16. **Question:** I'm getting an error when I try to write my own project outcome. What should I do?

**Answer:** Carefully read the error message. It may just be a warning, in which case you may click "Yes" to override it.

## Budget

17. **Question:** How can I estimate how much to request for rental agreements?

**Answer:** Applicants may use quotes from property owners, comparable rates in the area, or rates from a realtor.

18. **Question:** Do I need to use the unpaid holiday tab for personnel? What should I do if our agency has different paid holidays than the prepopulated list?

**Answer:** No, the Unpaid Holiday Tab is only for agencies that do not pay their employees of holidays in which their program is closed.

Don't do anything if your PAID holiday list is different than the holidays listed. These dates only factor for unpaid holidays.

19. **Question:** On the budget spreadsheet, for Positions & Wages, in the Existing Positions section, what should I put for "\$ Funded by VOCA Match?"

**Answer:** If you are a currently funded agency with a VOCA Match Waiver, you may enter \$0.

20. **Question:** On the budget template, for Positions & Wages, in the Requested Funding section, how to I calculate "\$ Requested for VOCA Funding," and "\$ Funded by VOCA Match?"

**Answer:** The sum of "\$ Requested for VOCA Funding" and "\$ Funded by VOCA Match" must be less than or equal to the auto-calculated value in the "\$ Allowable for VOCA Project" field for that row.

21. **Question:** I keep getting “#NAME” errors on my budget template, or the fringe tab is not auto-populating as it should. What should I do?

**Answer:** Please ensure you are using the most recent version of Excel.

If issues persist, or your agency cannot update Excel, please use the version of the budget spreadsheet named “SFY 2027 VOCA & VA\_Application Budget Request\_Final\_OLD EXCEL” located in the documents folder of the application portal.

If your agency does not use Excel, please contact NCC for an alternative spreadsheet program.

22. **Question:** The minimum match requirement is 20% but the Budget Spreadsheet is dividing by 4; isn't that 25%?

**Answer:** Match requirement percentage is a minimum portion of the total project amount, not the federally funded portion.

The long form calculation of this is:

Federal Amount ÷ 80% (Federal Cost-Share) = Project Total (minimum)

Project Total × 20% (VOCA Match Requirement) = Match requirement (minimum)

Project total = Federal Amount + Match

As explained in the DOJ Grants Financial Guide 2024 in Section 3.3, Cost Sharing Requirements, subsection “Types of Cost Sharing”

<https://www.ojp.gov/funding/financialguidedoj/iii-postaward-requirements#14-0>

For example:

If a project that is requesting \$80,000 in federal funds, the calculation would be:

$\$80,000 \div 80\% = \$100,000$

$\$100,000 \times 20\% = \$20,000$  is the match minimum. A project can always go above this amount, thereby increasing their match ratio (aka cost-share).

The short-cut to calculate match is to take the Federal Amount and divide by 4. This short-cut is mathematically equivalent to the long form calculation.

For example:

$\$80,000 \div 4 = \$20,000$  is the match minimum (20% of \$100,000)

This is a common point of confusion, because  $\$100,000 \div 4 = \$25,000$  is 25%, but obviously these are not the same calculations.

20. **Question:** How do I record volunteer time, or donated time in wages/personnel?

**Answer:** All volunteer work time to the VOCA project can be recorded as in-kind match. Enter \$0 funded by VOCA and the monetary value-add their work provides you agency as VOCA match. Standard rates for volunteers are provided on page 20 of the RFA.

21.	<b>Question:</b> What is an administrative cost?
	<b>Answer:</b> Administrative costs are costs that cannot be directly tied to one funding source. An example would be office space rent or utilities.
22.	<b>Question:</b> Can I count administrative costs as Match?
	<b>Answer:</b> You may only count administrative costs as match if you fund them through a negotiated Indirect Cost Rate. Otherwise, administrative costs cannot count as match as they are assumed expenses not directly tracked.
23.	<b>Question:</b> How do I calculate the total waived for a partial match waiver?
	<b>Answer:</b> You can calculate the unmet match amount by subtracting “\$ Funded by VOCA Match” from “\$ Minimum for VOCA Match” in the Budget spreadsheet.
24.	<b>Question:</b> Should I include my VOCA Match funds in my Priority Area Spending totals?
	<b>Answer:</b> No, only federal funds are tracked for Federal Priority Spending Areas.
25.	<b>Question:</b> Shouldn't my staff all list 100% of their time on direct client assistance?
	<b>Answer:</b> No, it is not feasible for a staff member to dedicate 100% of time to direct client assistance. Time spent on administrative tasks such as filling out timesheets is not client assistance.