

STATE OF DELAWARE
SINGLE POINT OF CONTACT – SPOC
INTERGOVERNMENTAL REVIEW OF FEDERAL PROGRAMS
Office of the Budget
 Thomas Collins Building, Suite 5, Dover, Delaware 19903
 302-739-4206

1. STATE APPLICATION IDENTIFIER: <i>09-03-16-01</i>		SPOC use ONLY	Mnth	Rvwer	CC's
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2. Applicant Project Title: *Recovery Act-OVC FY09 Victim Assistance Formula Grant*

3. Applicant Department: <i>Delaware Criminal Justice Council</i>	4. Applicant Division/APU: <i>Executive</i>
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5. Applicant Address: *820 North French Street, 10th Floor, Wilmington, DE 19801*

6. Contact Person: <i>Corrine Pearson</i>	7. Contact Person's Phone Number: <i>302-577-8696</i>
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8. Signature of Secretary or Agency Head (for state agencies) or Chief Administrator (for all other applicants)

9. Federal Grantor Department: <i>US Department of Justice</i>	10. Federal Sub-Agency: <i>Office for Victims of Crime</i>
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11. Federal Contact Person: <i>Joel P. Hall</i>	12. Phone Number: <i>202-307-3940</i>
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13. Address: *USDOJ-Office for Victims of Crime 810 7th Street N.W. Washington, DC 20531-0001*

14. Federal Program Title: <i>Recovery Act-Victim Assistance Formula Grant</i>	15. FEDERAL CATALOG NO: (CFDA) <i>16 801</i>
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16. Project Description: *Primary purpose is to provide services to crime victims that respond to the emotional and physical needs of crime victims by preserving and/or creating jobs to promote economic recovery in order to minimize and avoid reductions in essential services.*

17. Measurable Objectives:
 a. What were last year's objectives?
N/A

b. Were these objectives met? (If not, please explain why)
N/A

c. What are this year's objectives?
To provide direct services to 500 crime victims per year in support of the Recovery Act objectives to preserve and create jobs to promote economic recovery. It is anticipated that eleven jobs will be retained. Retain and/or reinstate three programs with uninterrupted services to crime victims.

18. Grant Period: From: <i>October 1, 2009</i> To: <i>September 30, 2012</i>	19. How many years has this project been funded: <i>None</i>	20. If the project was funded last year, how much federal money was awarded? <i>N/A</i>
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21. Source of funding for this application:	Dollars	Budget Code
a. Federal grant	<i>\$558,000</i>	
b. Other federal funds (Specify)		
c. Required state contribution <i>In-kind Match</i>	<i>\$6,988</i>	
d. Discretionary state contribution		
e. Required local contribution		
f. Other non- federal funds (Specify) <i>Pass Through Match</i>	<i>\$132,512</i>	
TOTAL	<i>\$697,500</i>	

22. Budget by cost category and source:	Federal Funds	State Funds	Other Funds	Total Funds
Salaries & Fringe Benefits	<i>\$27,900</i>	<i>\$6,988</i>		<i>\$34,888</i>
Personal or Contractual Services				
Travel				
Supplies & Materials				
Capital Expenditures				
Audit Fees				
Indirect Costs				
Other	<i>\$530,100</i>		<i>\$132,512</i>	<i>\$662,628</i>
TOTAL	<i>\$588,000</i>	<i>\$6,988</i>	<i>\$132,512</i>	<i>\$697,500</i>

23. How many positions are required for the project?			
Breakdown of position(s)	Authorized in State Budget	New Positions Required	Total
Paid for out of federal funds			
Paid for out of General Funds <i>(in-kind match)</i>	<i>1.2</i>		<i>1.2</i>
Paid for out of state special funds			
Paid for out of bond/local/other funds			
TOTAL	<i>1.2</i>		<i>1.2</i>

24. PLEASE NOTE: On a separate piece of paper, please give position number, grade, yearly salary and percent of funding (federal, state, local, other) and the full-time equivalent for all positions required. Please identify the new positions by placing an asterisk before the position title. If this grant funds positions within other departments, divisions and/or offices, please list them.

State Positions Associated with the Recovery Act-Victim Assistance Formula Grant

Position Number	Position Title	Grade	Yearly Salary	% Funding Federal/General Funds	FTE
80245	Senior Accountant	11	\$32,652		.3
1052	Management Analyst	16	\$45,800		.5
60123	Administrative Specialist II	8	\$26,654		.4

FY2009 DE File 2

Certification of State Grantee Eligibility Requirements

Each state grantee must provide written certification that it complies with and will comply with the requirements of Part II, State Grantee Eligibility Requirements, **and will** require subgrantee compliance with Part IV. Subgrantee Eligibility Requirements. These include the following:

- ☞ Victim assistance grant funds will be used only to provide services to victims of crime, except for a maximum of 5 percent that may be used for administration and training.
- ☞ Victim assistance grants and administrative funds will not be used to supplant state and local public funds that would otherwise be available for crime victim services.
- ☞ A minimum of 40 percent of the total grant will be awarded by giving 10 percent to each of 4 categories of crime victims: sexual assault, domestic violence, child abuse, and underserved. Underserved victims are designated by type of crime and are determined by the state grantee. This requirement may be waived if the state grantee can document to OVC the following:
 - A category of crime victims is currently receiving a significant amount of financial assistance from the state or other funding sources.
 - A smaller amount of financial assistance, or no assistance, is needed in the VOCA victim assistance grant program.
 - Crime rates have diminished for the particular type of crime.
- ☞ Fund accounting, auditing, and other records as necessary will be maintained to assure fiscal control, proper fund management, and efficient disbursement of funds received under the VOCA victim assistance program.
- ☞ OVC will be provided the name of a civil rights contact person who is responsible for ensuring that all applicable civil rights requirements are met and who will act as liaison in civil rights matters with the Office of Justice Programs, Office of Civil Rights.
- ☞ No person on the grounds of race, color, religion, national origin, disability, or sex shall be excluded from participating in, or be denied the benefits of, or be subjected to discrimination under, or be denied employment in any undertaking funded in whole or in part with VOCA victim assistance grant funds.
- ☞ Required programmatic and financial reports will be submitted on the use of VOCA victim assistance funds by OVC deadlines.

☞ OVC and the cognizant agency will promptly be notified of any illegal acts or irregularities, and of proposed and actual actions, if any. Illegal acts and irregularities include conflicts of interest, falsification of records or reports, and misappropriation of funds or other assets.

☞ State grantee and its subgrantees will comply with the applicable provisions of the VOCA *Final Program Guidelines VOCA FFY 1997 Victim Assistance Program*.

State grantees are required to assist OVC in implementing its responsibilities under the National Historic Preservation Act (NHPA). Specifically, the grantee will establish and maintain records when reviewing and considering any request for use of grant funds that involve proposed renovation work. Renovation work includes altering or otherwise improving the exterior or interior of a structure. This applies to proposed renovation work that is not only specifically funded with OVC victim assistance grant funds, but this requirement also applies if funded by the grantee or any third party as a prerequisite to accommodate the proposed use of the grant funds. The grantee must certify to OVC that the grantee has established and maintains records of any proposed renovation work on a structure that is less than 50 years old or 50 years and older. If the structure is determined to be less than 50 years old and this fact is documented in the grant file, no further action is required. If any portion of the structure is 50 years or older, the grantee is required to contact the State Compensation and Assistance Division Director at 202-307-5983 to provide information needed for the NHPA consultation process. This may include assisting OVC to consult with the State Historic Preservation Officer and amending the proposed renovation work to avoid any potential adverse impact to the historic structure. The grantee assures not to fund any proposed renovation of a structure 50 years or older until the grantee has received written approval from OVC.

Description of Collection of Data Required for Performance Measures for the Recovery Act-Victim Assistance Formula Grant

A "Required Data" form will be developed by Criminal Justice Council staff based on the performance measures outlined in the solicitation package for the Recovery Act-Victim Assistance Formula Grant. This form will be distributed with the subgrant award notice and it will be a special condition of the subgrant award that sub recipients maintain the data weekly and submit written reports to the Criminal Justice Council monthly. Each sub recipient will be monitored by phone, email, and/or on-site visits to ensure that the data is being collected and maintained properly.

Currently, all sub recipients of VOCA-Victim Assistance Formula Grant funds are required to maintain data on direct crime victim services provided. That data collection form will also be distributed with the award notice for the Recovery Act funds. This data will be collected and submitted to the Criminal Justice Council quarterly.

Technical assistance will be provided by the Criminal Justice Council staff to ensure proper data collection. If it is determined that training is needed by the sub recipients, a statewide training opportunity will be organized by the Criminal Justice Council at no cost to the sub recipients.

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act - OVC FY 09 VOCA Victim Assistance
Formula Grant Program

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

On behalf of the applicant state or unit of local government (including tribal government) below, I certify the following to the Office of Justice Programs ("OJP"), U.S. Department of Justice:

I have personally read and reviewed the section entitled "Eligibility" in the program announcement for the Recovery Act grant program named above. I also have personally read and reviewed section 1511 of the American Recovery and Reinvestment Act of 2009 (the "Recovery Act"), which requires a specific certification prior to receipt of Recovery Act funds for infrastructure investments.

Initial the statement that applies:

The applicant identified below **does not intend to use** any portion of any funds received under this Recovery Act grant program for any infrastructure investment. Should this intention change, the applicant will promptly notify OJP, and (except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law) will not draw down, obligate, or expend any funds received under this Recovery Act program for any infrastructure investment project until section 1511 of the Recovery Act has been satisfied, and an adequate project-specific certification has been executed, posted, and submitted to OJP.

The applicant identified below **does intend to use** some or all of any funds received under this Recovery Act grant program for one or more infrastructure investment projects. Except to the extent, if any, that OJP has given prior written approval to expend funds to conduct the review and vetting required by law, I agree that the applicant entity will execute, post, and submit to OJP, prior to obligating, expending, or drawing down funds for such project, a project-specific certification that satisfies all of the requirements of section 1511 (including execution by the Governor, mayor, or other chief executive, as appropriate) for each such

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

General Certification as to Requirements for Receipt of Funds
for Infrastructure Investments

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Program grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant (that is, the governmental entity applying directly to the Office of Justice Programs.



Signature of Certifying Official

James Kane

Printed Name of Certifying Official

Executive Director

Title of Certifying Official

Criminal Justice Council

Full Name of Applicant Government Entity

3-17-09

Date



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Recovery Act – OVC FY 09 VOCA Victim Assistance
Formula Grant Program

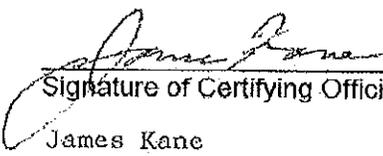
Certification as to Recovery Act Reporting Requirements

On behalf of the applicant entity named below, I certify the following to the Office of Justice Programs, U.S. Department of Justice:

I have personally read and reviewed the section entitled "Accountability and Transparency under the Recovery Act" in the program announcement for the Recovery Act grant program identified above. I have also read and reviewed section 1512(c) of the American Recovery and Reinvestment Act of 2009 (Public Law 111-5), concerning reporting requirements for grants. I agree that the applicant will comply with the reporting requirements set forth therein with respect to any grant the applicant may receive under the Recovery Act grant program identified above.

I acknowledge that a false statement in this certification may be subject to criminal prosecution, including under 18 U.S.C. § 1001. I also acknowledge that Office of Justice Programs, grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs, and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant entity (that is, the entity applying directly to the Office of Justice Programs).



Signature of Certifying Official

James Kane

Printed Name of Certifying Official

Executive Director

Title of Certifying Official

Criminal Justice Council

Full Name of Applicant Entity

3-17-09

Date

APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED March 17, 2009	Applicant Identifier
1. TYPE OF SUBMISSION Application Non-Construction	3. DATE RECEIVED BY STATE		State Application Identifier 09-03-16-01
	4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier 2009-40289-DE-SG
5. APPLICANT INFORMATION			
Legal Name Delaware Criminal Justice Council		Organizational Unit Executive Department	
Address 820 N. French Street 10th Floor Wilmington, Delaware 19801-3509		Name and telephone number of the person to be contacted on matters involving this application Pearson, Corrine (302) 577-8696	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 51-6000279		7. TYPE OF APPLICANT State	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Office for Victims of Crime	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.801 CFDA Recovery Act - Victim Assistance Formula TITLE: Grants		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT Recovery Act-OVC FT 09 Voca Victim Assistance Formula Grant	
12. AREAS AFFECTED BY PROJECT State of Delaware			
13. PROPOSED PROJECT Start Date: October 01, 2009 End Date: September 30, 2012		14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project DE00	
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
Federal	\$558,000	This preapplication/application was made available to the state executive order 12372 process for review on 03/16/2009	
Applicant	\$0		
State	\$6,988		
Local	\$0		
Other	\$132,512		

<https://grants.ojp.usdoj.gov/gmsexternal/applicationReview.do?print=yes>

3/25/2009

Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? N
TOTAL	\$697,500	
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PRIAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

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