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VOCA PRE-SCREEN REVIEW

1. Is the applicant a public and/or a non-profit organization that provides direct services to crime victims?
2. Does the applicant meet program match requirements?
3. Does the applicant demonstrate a record of providing effective services to victims of crime, demonstrate community support of services, have a history of providing services in a cost-effective manner, and have financial support from non-federal sources?
4. Does the applicant demonstrate that 25-50 percent of their financial support comes from non-federal sources if they are a new program that has not demonstrated a record of providing victim services?
5. Does the applicant utilize volunteers?
6. Does the applicant follow the VOCA non-discrimination provisions?
7. Does the applicant promote within the community served, a coordinated public and private effort to aid crime victims?
8. Does the applicant assist victims in seeking available crime victim compensation benefits?
9. Does the applicant provide services to victims of Federal crimes on the same basis as other crime victims?
10. Does the applicant provide services, at no charge, through the VOCA funded project?
11. Does the applicant comply with the applicable provisions of VOCA, the Program Guidelines, and the requirements of the M7100.1D which includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received?
12. Does the applicant maintain confidentiality of client-counselor information, as required by State and federal law?
13. Does the applicant maintain statutorily required civil rights statistics on victims served by race or national origin, sex, age, and disability; and permit reasonable access to its books, documents, papers, and records to determine whether the recipient is complying with applicable civil rights laws?
14. Does the applicant ensure Confidentiality of Research Information under 1407(d) of VOCA codified at 42 U.S.C. 10604?
15. Does the applicant submit statistical and programmatic information on the use and impact of VOCA funds as required by UOVC?
16. Does the applicant have a current SAM registration?

VAWA PRE-SCREEN REVIEW

1. Is the applicant a unit of state/local government, tribal, and/or non-profit organization that provides services to victims of domestic violence, sexual assault, stalking, and dating violence?
2. Does the applicant demonstrate a record of providing effective services to victims of crime, demonstrate community support of services, have a history of providing services in a cost-effective manner, and have financial support from non-federal sources?
3. Does the applicant meet program match requirements (if applicable)?
4. Does the applicant's project support at least one of the 20 Federal Purpose Areas?
5. Does the applicant demonstrate that 25-50 percent of their financial support comes from non-federal sources if they are a new program that has not demonstrated a record of providing victim services?
6. Does the applicant promote within the community served, a coordinated public and private effort to aid crime victims?
7. Does the applicant have a current SAM registration?
8. Does the applicant have a current 501c3 status (if applicable)?

SASP PRE-SCREEN REVIEW

1. Is the applicant a Rape Recovery Center that provides direct intervention and related assistance in the State of Utah?
2. Does the applicant demonstrate a record of providing effective services to victims of crime, demonstrate community support of services, have a history of providing services in a cost-effective manner, and have financial support from non-federal sources?
3. Does the applicant demonstrate that 25-50 percent of their financial support comes from non-federal sources if they are a new program that has not demonstrated a record of providing victim services?
4. Does the applicant have a current SAM registration?
5. Does the applicant have a current 501c3 status (if applicable)?

SUBJECT MATTER EXPERT/PEER REVIEW

APPLICANT INFO: **POSSIBLE POINTS: 3**

1. Is the Applicant Information section complete and correct?
2. Did the applicant give a concise and complete description of the project?
3. Is the Project Short Title correct per the grant instructions?
4. SME Notes

STATEMENT OF PROBLEM, NEED, & COLLABORATION: **POSSIBLE POINTS: 22**

1. Did the applicant present an overall description of their agency/project mission and purpose?
2. Did the applicant clearly describe how this funding will address the victim's needs in their service area?
3. Does the applicant address meaningful coordination with other victim services providers?
4. Does the applicant identify a plan to meaningfully address underserved/marginalized populations in their service area?
5. How well does the program plan and budget correlate to this narrative section of the application?
6. SME Notes

AGENCY CAPACITY: **POSSIBLE POINTS: 2**

1. How well did the applicant describe the program staffs' qualifications to provide programmatic and financial reporting?
2. Does the agency have adequate system(s) in place to track programmatic and financial data according to grant requirements?
3. SME Notes

RECORD OF PROVIDING EFFECTIVE SERVICES: **POSSIBLE POINTS: 4**

1. If a new applicant, did they demonstrate sufficient capacity to serve victims of crime? If a returning agency, do they show a history of achieving or exceeding their goals and objectives?
2. Does the agency utilize volunteers? If so, did the applicant describe how volunteers will contribute to the project?
3. SME Notes

ADDITIONAL RESOURCES: **POSSIBLE POINTS: 1**

1. Did the applicant list additional resources?
2. SME Notes

PROGRAM PLAN: **POSSIBLE POINTS: 24**

1. Do the selected goals/objectives clearly address the needs conveyed in the Statement of Problem, Need, & Collaboration?

2. Are goals and objectives measurable? Are they realistic and attainable?
3. Are the quantitative numbers included – is it clear what the numbers measure?
4. Do the activities describe measurable activities and methods to achieve the goal?
5. Are there enough goals and objectives overall to effectively implement the grant funded project?
6. SME Notes

VOCA ONLY - VOCA REQUIRED QUESTIONS POSSIBLE POINTS: 4

1. Are the responses answered with realistic projections and carried through to the goals?
2. Are CVR referrals included? Is the amount of CVR referrals reflective of budget and number of victims served?
3. SME Notes

VAWA ONLY - VAWA Info Part I & II POSSIBLE POINTS: 4

1. Are the responses answered with realistic projections and carried through to the goals?
2. SME Notes

SASP ONLY - SASP Info POSSIBLE POINTS: 4

1. Are the responses answered with realistic projections and carried through to the goals?
2. SME Notes

BUDGET/BUDGET JUSTIFICATION: POSSIBLE POINTS: 22

1. Is the budget reasonable & efficient?
2. Does it follow budget restrictions criteria outlined in the grant instruction packet?
3. Are all budget items allowable expenses?
4. Is the budget section detailed and correct?
5. Is the match portions detailed and correct? Meet grant program (match) requirements?
6. Is there an adequate justification provided for each budget category (on the Budget Justification Form)?
7. SME Notes

ADDITIONAL ATTACHMENTS: POSSIBLE POINTS: 8

1. Are there position titles & job descriptions for each grant-funded and volunteer position?
2. Is a current agency budget attached?
3. Is the Budget Justification Form attached, completed, and correct? Are all supplanting concerns sufficiently addressed?
4. Is there an organization chart attached? Does the organization chart specify the grant funded position(s)?
5. Is the Certification of Consultation and Coordination attached and complete? Does the form include the applicant and three partnering agencies? Is the coordination conducted in a meaningful way?
6. Roster of Governing Board (if a non-profit organization)
7. 501c3 (if new, non-profit applicant)

8. Agency Travel Policy (if requesting travel funds)
9. Office Space/Vehicle depreciation (if applicable)
10. Contracts (if requesting contracted fees)
11. Delivery of Legal Assistance (if applicable- VAWA & SASP applicants only)
12. Sexual Assault Set-Aside (if applicable - VAWA applicants only)
13. Implementation Plan Goals/Objectives Justification Form (required for VAWA applicants only)
14. Emergency Fund Policy (if applicable)
15. Rental Deposit Policy (if applicable)
16. W-9 (if a new applicant)

DISCRETIONARY TEXT BOX POSSIBLE POINTS 10

1. The final 10 points are to be awarded at your discretion. Please consider overall grant quality and/or any items that were not addressed above.

MANAGEMENT REVIEW (VOCA, VAWA, & SASP)

1. Previous deobligations and prudence in budgeting.
2. Timeliness in submitting reimbursement requests and reports.
3. Overall program and grant management. Repeated audit findings will be considered.
4. A demonstrated need for requested expenses that are adequately explained in the Budget Justification section of the grant application.
5. Performance indicators, including goals, objectives, and PMT reports that are adequately explained in the Record of Providing Effective Services section of the grant application.
6. The ability to collaborate and coordinate with community partners.
7. A demonstrated effort to seek outside resources as demonstrated in the Additional Resources section of the application.
8. The overall quality of the grant application.
9. Efficiency and effectiveness of services provided including cost per service and cost per victim.
10. How well does their proposed program meet the grant's overall purpose and mission?