

2019 VOCA National Training Conference

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The OVC Tribal Financial Management Center is operated by ICF under the Office of Justice Programs, Office for Victims of Crime contract number GS-00F-010CA.



Allison Turkel, J.D.
OVC Deputy Director
Federal, International, and Tribal Division

Sheree L. Hukill
OVC TFMC Project Director

James M. Simonson
OVC Associate Director/COR



OVC Tribal Financial Management Center (OVC TFMC)

- ◆ OVC TFMC (NEW resource) launched in fall 2018 to **provide training and technical assistance (TTA) and resources to OVC Tribal grantees and applicants** for the FY 2018 and 2019:
 - ◆ Victim Services Set-Aside,
 - ◆ Coordinated Tribal Assistance Solicitation (CTAS) (Purpose Areas 6 and 7), and
 - ◆ state VOCA Assistance Formula Grant Programs.
- ◆ OVC TFMC provides financial management **TTA and resources** to support American Indian and Alaska Native (AI/AN) communities as they develop and maintain the capacity to successfully manage the financial aspects of their federal awards.
- ◆ A strong financial foundation will support each community's service to crime victims while enhancing the consistency and sustainability of tribal victim service programs.



Our Promise: Cultural Humility

- ◆ We begin with a commitment to develop an understanding of, and a respect for, each tribal entity's community cultures, practices, and traditions.
- ◆ When working with tribal communities, we recognize that not all tribal communities are alike, that we are working with sovereign nations, and the importance of honoring the indigenous ways of knowing.
- ◆ We understand that trust is required and that building trust takes time.



Our Team:

OVC TFMC is composed of an 18-member skilled team of Financial, Project, and Operations Specialists who provide **individualized, intensive financial management technical assistance** to OVC Tribal grantees' Financial and Program Managers.



Our TTA Approach: Virtual Support Center (VSC) Consults

- ◆ Virtual platform (TFMC email inbox) for grantees and OVC grant managers to submit questions and TA requests
- ◆ Project Specialists (PS) and Operation Specialists (OS) take turns managing the VSC
- ◆ Financial Specialists (FS) are “on-call” during the VSC’s hours of operation to consult with PS/OS prior to grantee/OVC grant manager reply
- ◆ VSC Quick Reference Guide/FAQ
- ◆ To date, VSC has received 14 inquiries (completed 13 responses and 1 is in progress)



TFMC Virtual Support Center (VSC):

◆ **VSC Mailbox:** TFMC@ovctfmc.org

◆ **VSC Hours:**

Monday – Friday (Daily)

12:00 p.m. – 7:00 p.m. Eastern

11:00 a.m. – 6:00 p.m. Central

10:00 a.m. – 5:00 p.m. Mountain

9:00 a.m. – 4:00 p.m. Pacific

8:00 a.m. – 3:00 p.m. Alaska

- ◆ The purpose of the VSC is to provide OVC tribal grantees with financial grant management support and information.
- ◆ OVC tribal grantees may submit questions and/or TA requests directly to the VSC. OVC Grant Managers also may submit TA requests to the VSC on behalf of their tribal grantees.
- ◆ OVC TFMC aims to provide responses to the VSC mailbox questions and/or requests on the same day they are received.



Our TTA Approach: Individualized Virtual TA Sessions

Varied, flexible TA delivery allowing grantees to receive individualized TA from the convenience of their own location

- ◆ Pre-session conference call with grantee, Financial, and Project Specialists
- ◆ Agenda, delivery format, and content are customized and driven by grantee's specific needs and priorities
- ◆ To date, OVC TFMC has **completed 44 Individualized TA Sessions with another 52 currently in progress**
- ◆ Virtual TA Sessions formats include:
 - One-time Virtual TA Session
 - Multi-episode Virtual TA Sessions
 - Multi-day sessions with each session covering a different, grantee-identified topic



Our TTA Approach: Individualized Onsite TA Sessions

An OVC TFMC Financial Specialist and OVC TFMC Project Specialist conduct the Onsite TA sessions, to:

- Learn about the tribal community's culture, practices, and traditions
- Develop an understanding of the tribal victim service program's mission
- Provide individualized technical assistance to identify and address financial management and grant management-related issues and questions
- Share effective resources, tools, and materials
- Address other financial objectives identified by the tribe or OVC



Our TTA Approach: Financial Needs Assessments

- ◆ Initial Intake Calls with **98** FY 2018 OVC Tribal Victim Services Set-Aside Applicants
- ◆ Focus Group facilitation at National Congress of American Indians (NCAI) Mid-Year Conference and Marketplace
- ◆ Online Comprehensive Needs Assessment Survey distributed to **all 154** FY 2018 OVC Tribal Victim Service Set-Aside Grantees on July 10, 2019
 - Nearly 40 responses have already been received
- ◆ The first annual TFMC Needs Assessment Report will be submitted to OVC by September 30, 2019



Sample Survey Questions

Financial Management Needs Assessment:

- ◆ Has your Tribe/entity developed an operating budget which includes all revenue and expense categories?
- ◆ Does your Tribe/entity have a federal draw down policy?
- ◆ Does your Tribe/entity have audit procedures?
- ◆ Does your Tribe/entity have policies and procedures on the prevention of fraud, abuse and waste?
- ◆ Does your Tribe/entity have a contract review process?
- ◆ What security measures does your Tribe/entity have in place to protect financial information?



Our TTA Approach: Webinar Series

Topics include common areas of need identified by tribal grantees and OVC:

- ◆ Personnel, payroll, and timesheets
- ◆ Accounting (general ledger, cash management, cost controls)
- ◆ Procurement (checking Excluded Parties List, etc.)
- ◆ Travel (aligned with FTR)
- ◆ Subrecipient Monitoring
- ◆ Property and Equipment Management



Our TTA Approach:

◆ Peer-sharing Web Forums

- Tribal Advisory Council
- Peer-generated topics
- OVC TFMC hosting and facilitation

◆ Regional Workshops

- Aligned with existing gatherings
- Upon request by grantees, OVC, and VOCA Administrators (?)

◆ Learning Circles

- Virtual
- In-Person



OVC TFMC FY 2018 Outreach Activities:

(Oct. 1, 2018 - Aug. 2, 2019)

Presentations, office hours, and focus groups at Regional and State Conferences

- ◆ Indian Nations Conference (Palm Springs, CA, December 2018)
- ◆ National Congress of American Indians (NCAI)
 - Winter Session (Washington, DC, February 2019)
 - Mid-Year Conference & Marketplace (Sparks, NV, June 2019) **OVC TFMC hosted 2 focus groups**
- ◆ Native American Officers Association (Portland, OR, April 2019)
- ◆ Tanana Chiefs Tribal Court Conference (Fairbanks, AK, May 2019)
- ◆ OVC Tribal Consultation (Fairbanks, AK, May 2019)
- ◆ VOCA National Training Conference (San Diego, CA, August 2019)
- ◆ *Next week: 2019 OVC Tribal Consultation – Lower 48 (New Buffalo, MI)*



Our Resources:

TFMC offers the following financial management resources to OVC tribal grantees as they manage the financial aspects of their federal awards.

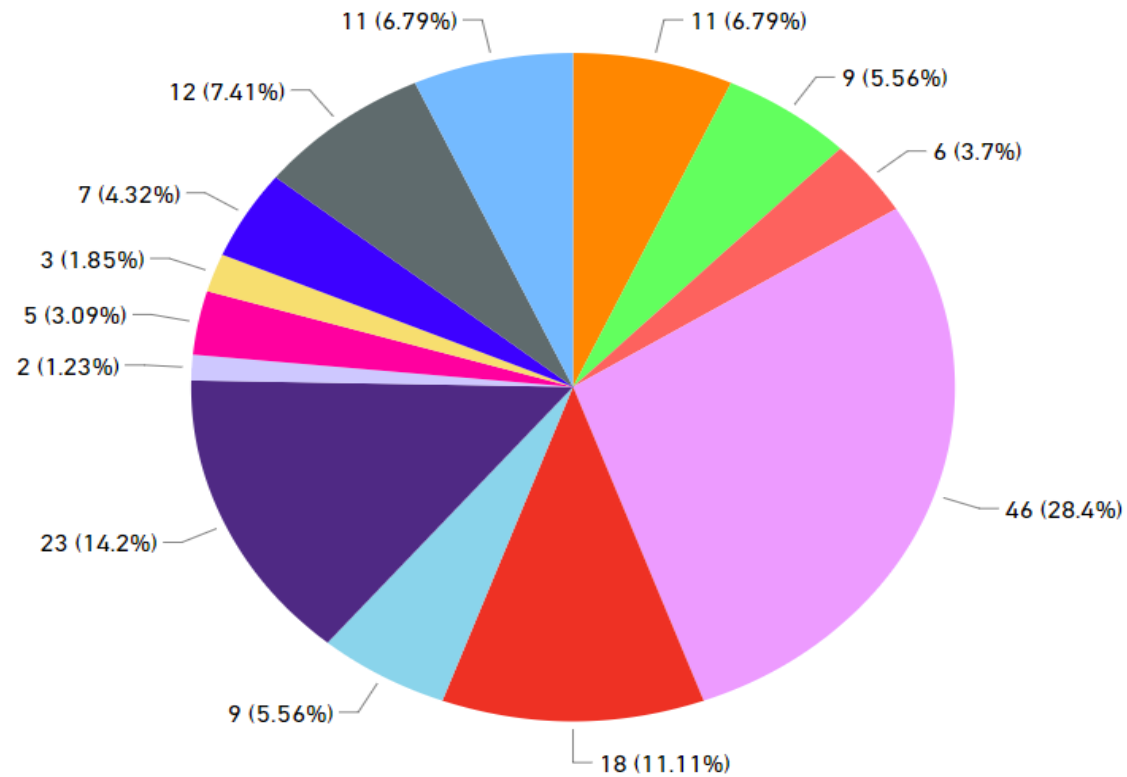
- ◆ **Microlearning Tools:** including short online learning modules, video tutorials, infographics, readings, PDFs
- ◆ **Website (*in development*):** including a resource center consisting of current, relevant, effective financial management tools and materials plus promising grant management practices
- ◆ **Bimonthly Newsletter:** including a tribal grantee spotlight, a list of upcoming training opportunities, grant deadline reminders, financial grant management tips and guidance, and FAQs



Common Areas of Focus for TA Support:

TA Focus Areas Contract Year to Date (10/1/18 – 8/2/19)

- Indirect Cost Rates
- Uniform Guidance
- Budget Forms
- Financial Policies and Procedures
- VSSA Award Program
- GMS
- TBD
- NCAI Mid-Year Listening Session
- DOJ Grants Financial Management Training
- Special Conditions
- Grant Application Process/Forms
- Budget Revisions
- Financial Reporting



*Multiple focus areas can be addressed in a single TA request – overlap may occur
*Represents 110 Individual TA Requests



Common Issues: Financial Policies and Procedures

- ◆ **Personnel, Payroll, and Timesheets**
- ◆ **Accounting** (general ledger, cash management, cost controls)
- ◆ **Procurement** (checking Excluded Parties List, etc.)
- ◆ **Travel** (aligned with FTR)
- ◆ **Subrecipient Monitoring**
- ◆ **Property and Equipment Management**



Discussion

- ◆ How many of you have a communications strategy for reaching out to the tribal community leaders in your state with VOCA program information and grant submission deadlines?
- ◆ How many Tribal VOCA subrecipients does your state currently have?
- ◆ What specific areas of financial management of the grant submission process and grant management are most challenging for the Tribal VOCA applicants/subrecipients in your state?
- ◆ What type of financial management TA do you currently offer the Tribal VOCA subrecipients in your state?



Opportunities for Collaboration

- ◆ Federal Financial Requirements for Tribal Subrecipients
- ◆ Importance of regulation compliance
- ◆ Navigating GMS (the Grants Management System)
- ◆ What to expect during a site visit?
- ◆ What to expect during an audit?
- ◆ What other areas have you noted where TTA would be useful to your tribal subrecipients?



Questions?



Thank You!

Please reach out.

We look forward to working with you.



Our Contact Information:

James Simonson, OVC Associate Director, TFMC COR

James.Simonson@usdoj.gov

Allison Turkel, OVC Deputy Director

Allison.Turkel@usdoj.gov

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Sheree.Hukill@ovctfmc.org