



Office of
Victim Services

A Inside-Look on New York's Approach to Direct-Service Self-Awards

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Learning Objectives

1. Understand importance of a standardized approach that puts applicant (SAA) on equal playing field with any other applicant/potential subrecipient of VOCA funding;
2. Explore contract management and monitoring options when the SAA is the subrecipient;
3. To understand allowable expenses under a Direct-Service Self-Award; and
4. Discover what a Direct-Service Self-Award looks like in practice.

Agenda

Background

- What is Direct-Service Self-Award?
 - Granting Authority
 - NYS Origins

Procedure

- Standard Operating Procedures
 - Funding Source Determinations
 - Application Process
 - Review Process
 - Contract Management Process

Practice

- OVS SAVE Project



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BACKGROUND

What is a Direct-Service Self-Award?

- [28 CFR Part 94, Victims of Crime Act Victim Assistance Program](#), §94.104 Allocation of sub-awards, Part (f) Direct-service projects run by SAAs:
 - *“An SAA may use no more than ten percent of its annual VOCA grant to fund its own direct service projects, unless the Director grants a waiver.”*

Project Origins and SAA Exploration

- Reversion Conversations and Bureaucratic Red Tape
 - 2020 VOCA Conference “***Leveraging Assistance to Aid Compensation Programs***”
 - Florida
 - Iowa
 - OVC SAA Mentorship Program
 - Utah
 - VOCA Center
 - Iowa
 - Nebraska
-  **Used to inform NYS OVS’ Standard Operating Procedures**



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PROCEDURE

Standard Operating Procedures (SOP)

Creation of Standard Operating Procedures

1. Develop Application Process
 - Including Anticipated Funding Source Determination
2. Develop Submission/Review Process
 - Including Funding Source Analysis and Determination
3. Develop Review/Application Decision Recommendation Process
4. Develop Contract Management Process



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SOP – Develop Application Process

- OVS is held to same standard as any other State Agency applicant
- Application requirements:
 1. Work Plan: *Including description, roles, and responsibilities related to program objectives and goals. Within the request should include a timeline and/or a time task plan.*
 2. Budget: *Proposed funding, including a budget for PS and NPS.*
 3. Funding Allocation Methodology: *Funding source and federal award years utilized for project (if applicable) proposed for request*
 4. Performance: *Data collection plan for targets and milestones (including PMT and other VOCA requirements if applicable)*

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SOP – Develop Submission and Review Process

- OVS is held to same standard as any other State Agency applicant
- Application Submission:
 - Deputy Director reviews for
 - Allowability,
 - Appropriateness, and
 - Funding Availability (analysis of VOCA funds allocated, spent, unspent, and/or reverted)
 - Application Decision Recommendation:
 - Approved,
 - Denied,
 - More Information Required, or
 - Modifications Required
 - If Recommended for Approval – Final approval needed by OVS Director

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SOP – Application Decision Recommendation

- OVS is held to same standard as any other State Agency applicant
- Application Decision Recommendation by Deputy Director:
 - Approved,
 - Denied,
 - More Information Required, or
 - Modifications Required
- If Recommended for Approval:
 - Final approval needed by OVS Director
 - OVS' General Counsel drafts MOA

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SOP – Develop Contract Management Process

- OVS is held to same standard as any other State Agency applicant
- Contract is assigned to contract manager
- Contract manager oversees all regular contract monitoring including but not limited to:
 - Onboarding
 - Contract Execution
 - Budgets
 - Fiscal Cost Reports
 - PMT/SAR
 - Risk Assessment (Management Assessment Plant)
 - Budget Amendments



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PRACTICE

OVS SAVE Project Overview

- OVS Service Awareness and Visibility Engagement Project (OVS SAVE Project)
 - Sunrise Campaign
 - Media Outlets and Vehicles
 - Underserved Communities Strategy
- 3 Year Strategy (*contingent on availability of funds*)



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THANK YOU!

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