### WELCOME

#### THIS WEBINAR WILL BEGIN SHORTLY!

**AUDIO OPTIONS:** 

USE COMPUTER SPEAKERS/HEADSET

OR

CALL: 914-614-3221

ACCESS CODE: 730-366-374

WEBINAR ID: 233-718-379

ENTER AUDIO PIN: SHOWN AFTER JOINING THE WEBINAR



# 2025 NATIONAL CRIME VICTIMS' RIGHTS WEEK COMMUNITY AWARENESS PROJECT (NCVRW CAP) APRIL 6-12, 2025

"CONNECTING < KINSHIP > HEALING"

APPLICANTS' WEBINAR TUESDAY, OCTOBER 16, 2024

"THE NATIONAL CRIME VICTIMS' RIGHTS WEEK COMMUNITY AWARENESS PROJECTS ARE SUPPORTED UNDER COOPERATIVE AGREEMENT NUMBER 15POVC-24-GK-01921-NONF AWARDED BY THE OFFICE FOR VICTIMS OF CRIME, OFFICE OF JUSTICE PROGRAMS, U.S. DEPARTMENT OF JUSTICE TO THE NATIONAL ASSOCIATION OF VOCA ASSISTANCE ADMINISTRATORS."





#### INTRODUCTIONS

- Jaime Yahner, Executive Director, National Association of VOCA Assistance Administrators (NAVAA)
- Rhonda Dean, Project Director, National Association of VOCA Assistance Administrators (NAVAA)
- Emily Bauernfeind, OVC Grant Manager

## WEBINAR

- All participants are muted.
- Use "Questions" panel to ask questions.
- Webinar recording and PowerPoint slides will be posted on

NCVRW CAP website:

https://navaa.org/community-awareness-project/

## **OVERVIEW**

- 1. This is a competitive selection process, so all relevant information for applications is contained on the NCVRW CAP website, the Applicant Guide and this webinar.
- 2. This webinar will be posted for everyone to see.
- 3. Please do not submit questions about your individual application or proposal.

Webinar recording, slides and transcript will be posted at <a href="https://navaa.org/community-awareness-project/">https://navaa.org/community-awareness-project/</a>

# POLL #I

# Who is here today on the webinar?

## AGENDA

- 1 Background Information
- 2 General Application Instructions
- 3 My Entries Instructions
- 4 Allowable use of NCVRW CAP Funds
- 5 Unallowable Costs
- 6 Application Scoring and Project Selection
- 7 Technical Assistance
- 8 Questions



- Administered by NAVAA under cooperative agreement with OVC.
- Website: <a href="https://navaa.org/community-awareness-project/">https://navaa.org/community-awareness-project/</a>

Maximum amount: reimbursement up to \$5,000.

Expect to fund approximately 80 projects.

	P	u	rķ	)(	)	S	e
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- ☐ Increase the *general public's* awareness of ...
- ☐ rights and services for ...
- □ victims of *all types of crimes*
- □ during *National Crime Victims' Rights Week*, April 6-12, 2025

Webinar recording, slides and transcript will be posted at <a href="https://navaa.org/community-awareness-project/">https://navaa.org/community-awareness-project/</a>

# NATIONAL CRIME VICTIM RIGHTS WEEK APRIL 6-12, 2025 CONNECTING < KINSHIP > HEALING

This year's theme of **KINSHIP** is a call to action to recognize that shared humanity should be at the center of supporting all survivors and victims of crime.

**KINSHIP** is a state of being with survivors that drives vital connections and increases access to services, rights, and healing. KINSHIP is where victim advocacy begins.

Information gathered from <a href="https://ovc.ojp.gov/news/announcements/2025-national-crime-victims-rights-week-dates-and-theme">https://ovc.ojp.gov/news/announcements/2025-national-crime-victims-rights-week-dates-and-theme</a>

Typica	al activities
	Public events (in-person, open to public).
	Mass/social media advertising.
	Printed materials.
■ <u>NOT</u>	•
	Training: professional development, self-defense, etc.
	Private or limited access events.
	On-going activities.
	Non-NCVRW recognitions (e.g. Sexual Assault

Awareness Month (SAAM)).



## **Eligibility**

- ☐ Type of agencies
  - Public agencies
  - Non-profit organizations
  - Community-based victim service organizations
  - Faith-based organizations
  - Tribal organizations
  - Community coalitions

## <u>Ineligible</u>

- Individuals
- □ For-profit organizations

<b>=</b> Eligi	bility
	Non-profits: 501(c)3 not required.
	<ul> <li>Must have a Unique Entity Identifier (Unique Entity Identifier) Number</li> <li>□ 12 alphanumeric ID (not TIN/EIN, no hyphens)</li> <li>□ No cost − www.sam.gov</li> <li>□ Except community coalition groups</li> </ul>
	Previous recipients are eligible, but preference to new/not recent recipients

# Anticipated Timeline

□ Applications due	7:59 p.m. ET, Frid	day, November 8, 2024		
☐ Anticipated decision by		January 2025		
<ul> <li>All applicants will be notified when fully</li> </ul>		ding decisions are made,		
and notice will be posted on the NCVRW CAP website.				
□ NCVRW CAP Subgrantees' webinar:		Late Jan 2025		
☐ Technical assistance		January – April 2025		
□ Post-Project webinar		March 2025		
□NCVRW	Sunday, April 6 – 9	Saturday, April 12, 2025		
☐ After-Action Reports		Friday, June 27, 2025		

## PAST RECIPIENT HIGHLIGHT

#### **Colorado:**



The District Attorney's Office held a public resource fair. The office coordinated with nine other agencies to be present, including the victim advocacy units from local law enforcement, domestic violence agencies, a sexual assault crisis agency/advocacy center, a child advocacy agency, and a local art museum that assisted with the art project. The art project included cards for people to fill out, either about how they were helped on one side or how they would help on the other. The cards were available at the events on both days of the event. Partner agencies were given some to fill out at their location and encouraged to bring them to the event on the 25th. From April 22-26, the office provided ribbons and pins for staff to wear each day. Everyone present was invited to participate in writing about how they were helped and how they would help with the notecards created for the event. Bags and pins were distributed at the event. CAP funds offset event expenses, including bags, pins, tissues, ribbons, and the location rental.

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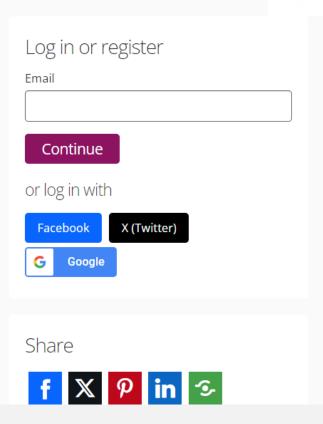
## ONLINE APPLICATION

- Available at <a href="https://navaa.awardsplatform.com/">https://navaa.awardsplatform.com/</a>
- Formats:
  - Online Access

- Applicants' Guide
  - Adobe PDF
    - Webinar handout
    - On the CAP page on NAVAA's website

# **ONLINE APPLICATION**

# navaa



#### NAVAA

2025 National Crime Victims Rights Week Community Awareness Project (NCVRW-CAP)

The National Crime Victims' Rights Week Community Awareness Project is managed by the National Association of VOCA Assistance Administrators (NAVAA) under a cooperative agreement with the Office for Victims of Crime (OVC), Office of Justice Programs (OJP), U. S. Department of Justice. NCVRW CAP's intent is to promote National Crime Victims' Rights Week and to enhance the general public's awareness of the rights and services for victims of all types of crimes. The application should describe a project that will impact the general community at large, rather than a narrow or select audience. The broader the scope of the project, the more likely it will be funded.

- 1 Register an account.
- 2 Start your entry (save it in-progress).
- 3 Submit your entry to be considered.

Best of luck!

For any questions, please contact: CAP Project Director Rhonda Dean @ rhonda@navaa.org

## **GENERAL INSTRUCTIONS**

- READ THE APPLICANT GUIDE!
- Must use provided forms only; don't try to copy the forms.
- Complete <u>all</u> sections.
- No additional pages, attachments, information or letters of support.
- Save and retain copy of application
- Must be <u>received</u> by:

7:59 pm, Eastern Time, Friday, November 8, 2024

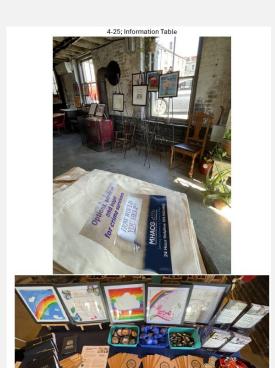
 Will be acknowledged by email within 3 working days (email <u>rhonda@navaa.org</u>) if not received.

# **APPLICATION TIPS**

- Read and follow the Applicant Guide!
- Do not exceed allowable number of words for each narrative question.
- You can copy and paste into the form.
- Avoid fancy formatting, bullets, or special characters.
- Be concise, straightforward and direct; avoid unnecessary superlatives.
- Focus only on the specific proposal (what is being funded).
- Provide only the information requested.
- Be mindful of what is and is not allowable.
- Check and re-check your math.

## PAST RECIPIENT HIGHLIGHT

# **North Carolina:**



A digital billboard displaying two ads was purchased for most of April to advertise Victim's Rights Week and the event on April 25th. During Victim's Rights Week, the Crime Victim Advocates held three separate information sessions around Cleveland County. These sessions were used to help communicate services available to victims, along with advertising Victim's Rights Week and the big event held on April 25th. On the day of the event, they had a community resource fair. Participants such as a dog therapy team, Abuse Prevention Council, and others had information tables regarding the services they provide to victims of crime. CAP funds were used to purchase a banner, digital billboard, car magnets, yard signs, survivor storyboard supplies, and media advertisements.

# POLL #2

Have you applied for CAP funds for National Crime Victim Rights Week before NCVRW 2025?

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# MY ENTRIES - DETAILS

Section 4: Additional Project Information

All questions must be answered, unless marked optional.

Save + next

Cancel

**Details** Category 2025 NCVRW CAP Grant NCVRW CAP's intent is to promote National Crime Victims' Rights Week and to enhance the general public's awareness of the rights and services for victims of all types of crimes. The application should describe a project that will impact the general community at large, rather than a narrow or select audience. INSTRUCTIONS: 1. Enter the name of the applicant as the Entrant. The "Entrant," is the agency/organization applying for the funding. 2. 2025 NCVRW-CAP should be pre-selected from the drop down, if not please select. 3. Enter the title of the proposed project as the "Entry Title." Download blank entry PDF for reference Entry name **Test Application** 

Webinar recording, slides and transcript will be posted at <a href="https://navaa.org/community-awareness-project/">https://navaa.org/community-awareness-project/</a>

#### My entries → Entry form → Start entry

All questions must be answered, unless marked optional.

Details	Section 1: Organizational Information	Section 2: Project Description	Section 3: Federal Funds Budget	Section 4: Additional Project Information	Section 5: Certification
Enter Nan	ne of Applicant Agency				
Street Add	dress where Street				
City					
State/US	Ferritory		~		

Webinar recording, slides and transcript will be posted at cap.navaa.org

Contact Salutation:
Ms. 🗸
First Name of Primary Contact:
Rhonda
Last Name of Primary Contact:
Dean
Phone Number:
+1 * 1234567899
Fax Number: (optional)
+1 *

Total Request: This total MUST match the total on uploaded budget worksheet.
Agency Website:
https://
Type of Organization (select only one):
Non-Profit
Faith-based Organization
Community Coalition/Grassroots Organization
Public/Governmental Agency
Tribal Organization
Other
Enter applicant's EIN/Tax ID #

Enter applicant's	UEI#
1298023098	
	anization suspended or barred from receiving federal funding?
Yes	
✓ No	
	require internal confidentiality agreements or statements from employees or prohibit or otherwise restrict employees or contractors from reporting waste,
✓ Yes	
No	

Webinar recording, slides and transcript will be posted at <a href="https://navaa.org/community-awareness-project/">https://navaa.org/community-awareness-project/</a>

✓ Yes
□ No
If yes, for which year(s):
2024
2023
2021
2020
2019
Other
Briefly describe the applicants' experience providing/advocating crime victims' rights and services.

Section 3: Federal Funds Budget

Section 4: Additional Project Information

Concisely describe how funds will be used to promote or enhance the general public's awareness of rights and services for victims of all types of crimes in conjunction with National Crime Victims' Rights Week. For each activity, specifically identify;

1) the targeted audience(s);
2) geographic area(s);
3) the specific date(s) when each activity will be implemented; and
4) the estimated attendance at each in-person event.

Please describe the positive impact this project/program will have on 0/250 underserved/marginalized communities.

Section 2: Project Description

Details

Section 1: Organizational Information

Section 5: Certification

What will the CA	P funds be paying	g for specifically?	Tell us in a list.	

Details

Section 1: Organizational Information

Section 2: Project Description

Section 3: Federal Funds Budget

Section 4: Additional Project Information

Section 5: Certification

Upload the Federal Funds Budget Form: The budget form is available on the CAP page of the NAVAA website. Please upload the form once the form has been completed. The form should only include items to be federally funded. Itemize every allowable budget item for the activities described in Section 2. Be as detailed as possible, including quantities and unit cost of items as appropriate.



Drag your file here

or

Select file

Use this space for explanations or calculations of federally-funded budget items.

Save + next

Save + close

Preview

Submit entry

# MY ENTRIES - BUDGET FORM

A	В	С	D	Е			
	SECTION 3: FEDERAL FUNDS BUDGET						
	Only include items to be federally-funded. Itemize every allowable budget item below for the activities described in Section 2. Be as detailed as possible, including quantities and unit cost of items as appropriate.						
	Item Description Quantity Cost Per Unit To		Total Cost Per Item				
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			
				\$ -			

# MY ENTRIES - BUDGET FORM

В	С	D	E
			\$ - 1
			\$ -
	TOTAL DIR	ECT COSTS	\$ -
INDIRECT COSTS: % RATE  ** Inclusion of an indirect cost rate certifies that the applicant either 1) has a Federally approved indirect cost rate (successful applicants will be required to submit a copy of a current, signed Federally approved indirect cost agreement) or 2) is eligible and elects to charge a 15% de minimis rate. See Applicant Guide.		0%	\$ -
TOTAL PROJECT COSTS: Total should not exceed amount requested in Section	1 (not to exceed \$	5,000)	\$ -

# MY ENTRIES - BUDGET FORM

- Check your calculations!
- Double check your calculations!!
- Save as a pdf to your desktop!
- Upload into AwardForce!

Section 1: Organizational Information Section 2: Project Description Section 4: Additional Project Information Details Section 3: Federal Funds Budget Section 5: Certification 0 Upload the Federal Funds Budget Form: The budget form is available on the CAP page of the NAVAA website. Please upload the form once the form has been completed. The form should only include items to be federally funded. Itemize every allowable budget item for the activities described in Section 2. Be as detailed as possible, including quantities and unit cost of items as appropriate. Download the CAP Federal Funds Budget form at https://docs.google.com/spreadsheets/d/1x-kQM8vI 7l-dZ-q569qyWoCmZp54yg9/edit? usp=sharing&ouid=105864196720044165228&rtpof=true&sd=true Drag your file here or Select file Use this space for explanations or calculations of federally-funded budget items. Save + close Preview Submit entry Save + next

# MY ENTRIES - SECTION 4

Section 1: Organizational Information Section 2: Project Description Section 3: Federal Funds Budget Section 4: Additional Project Information Details Section 5: Certification Describe how the project will use the NCVRW theme, logo and colors. 0 / 250 words List major project co-sponsors/collaborative organizations and each one's contribution to 0 / 250 this specific project (do not discuss overall or general support to the agency or community words victim services.) Victim/Survivor Involvement- Describe the invovlement of victim/survivors in the project's 0 / 250 planning and implementation, including specific population(s) for which activities are words targeted.

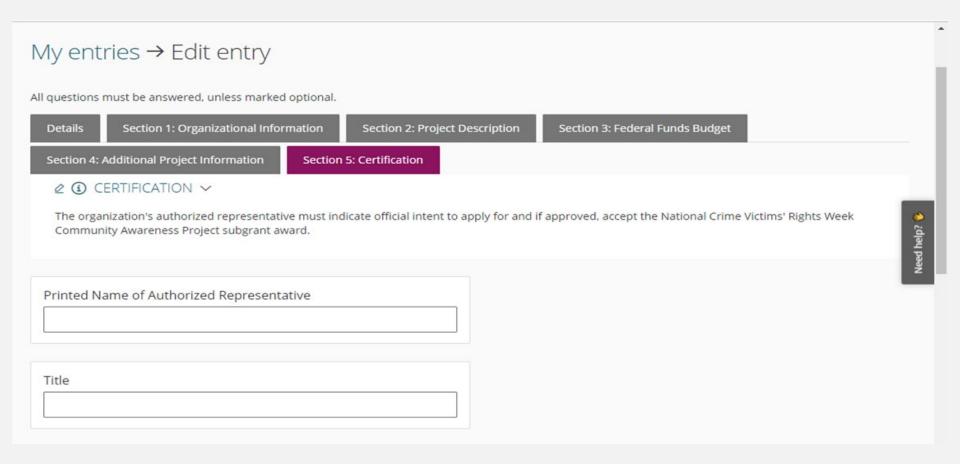
Submit entry

Preview

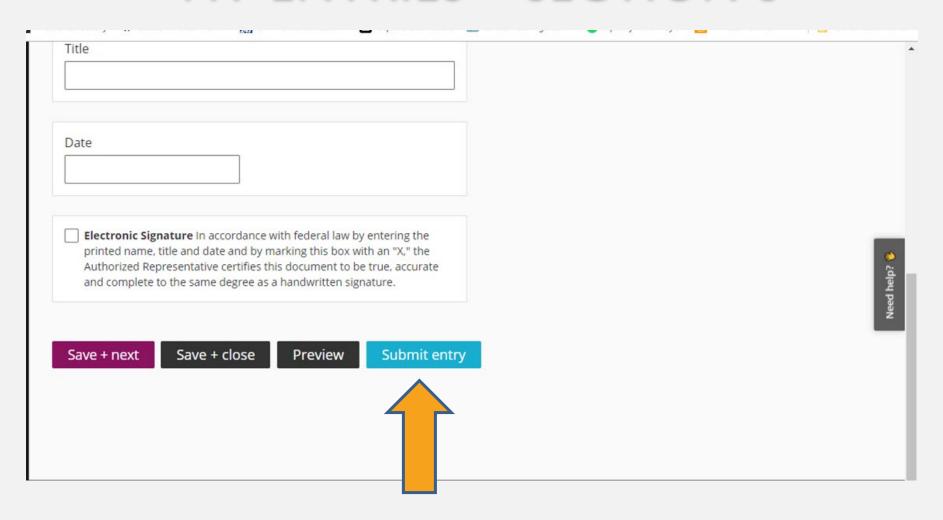
Save + close

Save + next

## MY ENTRIES – SECTION 5



# MY ENTRIES – SECTION 5



#### INDIRECT COSTS

- Indirect costs; may choose:
  - 1. Agency's approved federally-negotiated indirect cost rate; or
  - 2. If agency has never had a federally-negotiated indirect cost rate, up to 15% de minimis rate; or
  - 3. Not request indirect costs.
- Does not increase \$5,000 NCVRW CAP maximum.
- If choosing indirect costs:
  - Enter the indirect cost rate
  - 2. Must select either federally approved or de minimis rate
  - 3. Indirect Cost = Total Direct Costs x indirect cost rate
  - 4. Total Project Cost = Total Direct Costs + Indirect Costs
- LEAVE LINE BLANK IF NOT REQUESTING INDIRECT COSTS!

#### APPLICATION SUBMISSION

- Submit via Web Application at <u>https://navaa.awardsplatform.com/</u>
- Application must be <u>received</u> by
   7:59pm ET/6:59pm CT/5:59pm MT/4:59 pm PT

Friday, November 8, 2024

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#### PAST RECIPIENT HIGHLIGHT



#### **New York:**

The subgrantee utilized funds to enhance its annual candlelight vigil emphasizing National Crime Victim Rights Week. The vigil featured keynote speakers, a choir, and audio/video production of the event. Resource bags with crime victim information and resource lists were given to attendees. CAP funds were used for buttons, candle holders, tote bags, and fees for event production.

#### ALLOWABLE USES

- Production and purchase of mass/social media.
- Production and distribution of printed materials.
- Purchase of awareness materials intended to share resources for victims, such as a program name and contact information.
  - Design costs must be limited and reasonable in relation to production and purchase costs
  - Must relate to NCVRW (dates, colors, theme, logo)
  - Cannot exceed \$20/unit (including setup and shipping)

#### ALLOWABLE USES

- All printed awareness materials must be presented for approval to the Project Director, Rhonda Dean, <u>before</u> printing.
- Recognition awards (not exceeding \$50/each)
- Limited and reasonable design costs
- Event speakers
  - Paid speakers should be identified in the project description if known.
  - Speaker fee cannot exceed \$81.25/hour or \$650 maximum per day total (including non-NCVRW CAP funds).
  - Reasonable travel expenses per agency policy
  - Not to exceed Federal Travel Regulations
  - GSA per diems (<u>www.gsa.gov/perdiem</u>)

#### ALLOWABLE USES

- Consumable supplies/commodities.
- Rental/lease of essential equipment.
  - O Equipment has expected life of more than one year.
  - O No purchase of equipment unless demonstrated that equipment:
    - Cannot be borrowed or donated and
    - Purchase is more economical than rental/lease.
- Rental of space/AV.
  - O Combined space/AV cannot exceed \$31.25/person/day.
  - O Need to document a comparison of at least three facilities.
- Indirect Costs

#### PAST RECIPIENT HIGHLIGHT



#### Texas:

The events included informational material, promotional supplies, a moment of silence, breakout rooms, poster sessions, resources, victim testimonies, and a support group session. Community partners and surrounding law enforcement agencies were available to answer questions and guide victims toward the correct path. The news media participated in the events to capture the family's voices and their experience and give testimonies. All participants were given information on victims' rights and were equipped with options to rebuild their lives. CAP funds were used to print banners, buttons, pens, t-shirts, and brochures.

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#### UNALLOWABLE COSTS

- Agency salary or staff time
- Any food, beverages or refreshments
- Entertainment, including attractions to induce attendance at events
- Fundraising activities
- Bar charges or alcoholic beverages
- Monetary gifts, cash prizes, or gift cards
- Training (e.g., professional development, self-defense, etc.)
- Lobbying

(unallowable items will not be reimbursed even if included in an approved budget.)

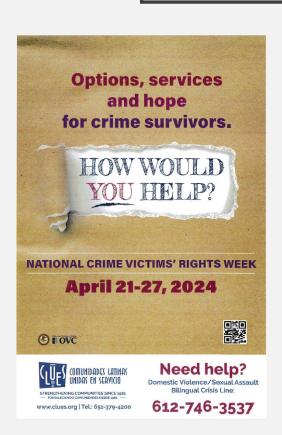
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#### POLL #3

# Have you been awarded CAP funds previously?

#### PAST RECIPIENT HIGHLIGHT



#### Minnesota

La Cultura Cura was organized by the Family Services
Department of CLUES (Comunidades Latinas Unidas en
Servicio) featuring guest speakers who discussed various
topics related to crime victims' rights, specifically within the
Latino community. An in-person resource fair at the local
church, La Misión El Santo Niño Jesús, where various
organizations provided resources, was held. As part of the
event, victims and survivors, guided by artists, created a
banner titled "Transformation," which was exhibited in the
CLUES building for the community to visit. These events
were posted daily during the campaign on the website,
Facebook, and Instagram accounts. CAP funds were used for
event marketing, printing promotional materials, speaker fees,
and rental costs.

#### SCORING AND SELECTION

- NAVAA makes recommendations and OVC makes final decision.
- Scoring

Section 1: Experience in victims' issues – 5 points

Section 2: Project Description – 30 points

Section 3: Federal Funds Budget – 25 points

Section 4a: Use of NCVRW theme, logo, and colors – 20 points

Section 4b: Collaboration –10 points

Section 4c: Victim/Survivor Involvement – 10 points

#### Additional considerations

- Funding at least one project in each state.
- o Funding new or not recently funded projects.
- Extent to which project addresses rights and services to <u>victims of all</u> <u>types of crimes.</u>
- Anticipate decisions by January 2025.
- All applicants will be notified of funding decision.

### PROJECT IDEAS

- Community/Resource Fair providing information and awareness to victims of crime
- Walk/Run raising funds for crime victims AND raising awareness to resources available in the community
- Statewide media campaign billboards, commercials, newspaper articles/advertising
- Candlelight Vigils honoring victims
- And many more examples are available at https://navaa.org/previous-recipients/

#### PAST RECIPIENT HIGHLIGHT

# Arizona

#### Arizona:

CPLC—De Colores hosted an event for National Crime Victims' Rights Week that promoted community-wide public awareness of the rights and available services for victims of all crimes. The funds provided were used for promotional items, educational materials, art supplies for a healing wall, and T-shirts. All the information was provided in English and Spanish to reach more survivors in the community. CAP funds were used for T-shirts, tote bags, stress balls, seed packets, and art supplies.

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#### POLL #4

# What form of technical assistance do you prefer?

#### TECHNICAL ASSISTANCE

- Provide support to implement NCVRW CAP projects proposal
- Subgrantees' Only website
- Subgrantees' listserv
- Scheduled online office hours
- Individual consultations
- CAPTIPS
  - O Regularly published tip sheets, including creative ideas for planning and implementing projects
  - O New CAPTIPS to 2025 NCVRW CAP subgrantees
  - o Previous CAPTIPS publicly available at http://cap.navaa.org/captips.html

#### NCVRW RESOURCE GUIDE

- OVC NCVRW website: <a href="https://ovc.ojp.gov/program/national-crime-victims-rights-week/overview">https://ovc.ojp.gov/program/national-crime-victims-rights-week/overview</a>
- NCVRW Mailing List
  - https://ovc.ojp.gov/program/national-crime-victims-rightsweek/subscribe
  - Complimentary Theme Poster (digital download/optional printed copy)
  - O Email notice of Resource Guide availability
- Should be available early 2025.
- Online digital download only; no hard copy.
- Not produced or distributed by NAVAA.

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#### **Use Questions feature on Control Panel**

#### Remember:

Applications must be <u>received</u> by: 7:59 pm, Eastern Time Friday, November 8, 2024

Webinar recording and slides will be posted on the NCRW CAP website: at <a href="https://navaa.org/community-awareness-project">https://navaa.org/community-awareness-project</a>

