



Alaska's Council on
Domestic Violence
& Sexual Assault

To CDVSA FY2020 Sub-Grantees:

Due to the rapidly changing conditions regarding COVID-19, CDVSA is working to inform all sub-grantees of revisions and updated administrative practices and deadlines related to the current health crisis.

- CDVSA has canceled all remaining site visits for SFY2020. If you were scheduled to receive a site visit this year, your Program Coordinator will reach out to make alternate arrangements.
- CDVSA will not require BARs prior to expending funds, at this time. Programs are asked to submit BARs along with their Q3 Expenditure Revenue reports (due April 30th), and await CDVSA instruction thereafter for frequency of reconciliation.
- CDVSA has not received reprieve from reporting requirements to our federal agencies. As of now, Q3 reports (including data) continue to be due on April 30th; please contact your Program Coordinator if you experience hardship meeting this deadline.
- CDVSA will not release a new competitive Prevention Grant solicitation (Request for Proposals) for SFY2021. Current Prevention sub-grantees will continue to be funded at the same level as SFY2020, dependent on the final SFY2021 SOA Operating Budget.
- CDVSA is revising the requirements for all sub-grantee Continuation Applications for SFY2021; sub-grantees will be required to submit a SFY2021 budget in lieu of a full continuation application packet. Further instructions will be sent to each sub-grantee. Programs are anticipated to be funded in SFY2021 at the same funding level as SFY2020, with the exception of Enhanced Services grant recipients. These projects only received 5-months of funding in SFY2020; for SFY2021 funds will be based on a 12-month operating budget.
- CDVSA plans to release funding source (GF, VOCA, SASP, FVPSA) allocation amounts for Victim Services grant recipients by April 15 so that agencies may begin to formulate a SFY2021 operating budget for submittal by mid-May. This will allow CDVSA time to review and approve all budgets (and request any corrections) prior to the release of Grant Award Agreements, in hopes of expediting the award process. The allocation release applies only to the 24 Victim Services grant programs. ALL allocation amounts are dependent on the final SFY2021 SOA Operating Budget.
- CDVSA will allow agencies that receive multiple grants from CDVSA to utilize available state GF dollars from Prevention and BIP projects for unanticipated costs incurred by



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the COVID-19 emergency. For example: If you anticipate unspent Prevention or BIP funds, these funds can be allocated to cover other agency costs related to keeping emergency services available during this time. Only consider this option if these grant funds will remain unexpended due to reduced or canceled programming. Projects that choose to use this option should submit a BAR indicating (to the best of their ability) how these funds will be allocated to COVID-19 response. Examples include supplies, personnel costs, alternate housing/hotel costs, etc. Please work with your Program Coordinator on further details.



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To CDVSA FY2020 Sub-Grantees:

Everything continues to change and transform at an incredibly quick pace due to conditions related to the COVID-19 crisis. To address issues we have identified, as well as those brought to us by sub-grantees, CDVSA is issuing additional revisions and flexibility to our sub-grantee administrative practices and deadlines related to the current health crisis. Please review the information below and do not hesitate to contact your Program Coordinator if you have questions or need additional information/clarification.

- CDVSA is reducing the overall FY2020 match requirement for all state general fund (GF) dollars from 15% to 5%. This includes BIP match requirements.
 - The new 5% match amount may be met via cash or in-kind;
 - This change will allow you to re-align your existing GF cash match to assist with your federal match requirement or to reallocate the identified cash match to other expenditures;
 - Please reflect the new 5% match amount when submitting your April 30th BAR for projects that receive GF dollars;
 - If you have already met your 15% match amount for FY2020 and can meet your federal match requirement amounts (if applicable), this change is optional if you do not wish to re-allocate your matching funds to other sources;
- For sub-grantees receiving VOCA funds: If you are unable to meet the current match amount of 25% (or the amount negotiated through a previous VOCA match waiver), you may submit a match waiver request (or revised request) to your Program Coordinator. If approved, you may use your next BAR to re-align your budget. Please request a VOCA Match Waiver form from your Program Coordinator if needed;
- In our March 26 COVID-19 Update we notified you that BARs may be submitted after expenses have occurred. We requested your first cumulative BAR be submitted on April 30th, along with your Q3 Expenditure Revenue reports.
 - Following the submission of the April 30 BAR, subsequent BARs will be due on May 30 and June 30 for all budget revisions occurring in the prior month;
 - Between June 30 and July 30, CDVSA will allow a 10% variance per cost category from the final BAR submittal. Please work with your CDVSA Program Coordinators for help if you have any questions;
- CDVSA has specifically been asked about the option of applying for the federal Payroll Protection Act loan program. During these challenging times it is important we explore all resources available to us. While the PPA is not an option for all sub-grantees, it may be an excellent option for others. If your agency determines the PPA is appropriate and you can offset a portion or all of your personnel costs with the PPA



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loan, you can then reallocate those personnel funds to other critical areas of need, using a BAR later in the year to re-align and reconcile your budget;

- **Hazard Pay:** Hazard pay is an allowable expenditure with all CDVSA grant funds. Sub-grantees utilizing hazard pay are required to have a Hazard Pay policy, similar to policies for paid administrative leave, telework, etc.
 - The policy must be a written policy that indicates who, when and how hazard pay will be utilized in the agency;
 - The policy must be used in a fair, consistent and equitable way – all staff that meet the written criteria for receiving hazard pay must be paid equally regardless of the funding source their time is charged to;
 - ANDVSA is collecting examples from other states and your Alaska colleagues to assist you in developing a clear policy to implement hazard pay;
- CDVSA has received many requests for data relating to the usage and modifications to services offered to victims of crime. In addition to the data you submit at the end of April, CDVSA has developed a short Survey Monkey tool that will be sent to each of you on Monday, April 13. Please take a few minutes to complete this survey with as much detail as possible – we greatly appreciate your attention to this request;
- Federal DHHS/ACF has notified us that all states will receive federal Family Violence Prevention and Services Act (FVPSA) emergency funds to assist domestic violence programs during the COVID-19 crisis. At this time we have not received details of when and how the funding will be distributed; we are standing by for further details;
- Additionally, CDVSA is working to identify state GF emergency funds that will be available to supplement federal emergency funds received—an application and criteria protocol is being developed. More information will be available soon;
- Finally, CDVSA has begun a roll-out of all Grant Program FY2021 continuation application materials. This year CDVSA is requesting budgets only.
 - On Friday, April 10 all Victim Services allocations and forms were emailed, with a due date of Friday, May 15;
 - Enhanced Services materials will be sent on Monday, April 20 with a due date of Friday, May 22. Sub-grantees are to request a 12-month budget, that CDVSA will review and determine final award amounts by the end of May;
 - Prevention and BIP/PBP materials will be sent Monday, April 27 with a due date of Friday, May 29;
 - Once received, if you have any questions contact your Program Coordinator.