



COMBINED GRANT FUNDING OPPORTUNITY

SFY 2027

Grant Programs Included:

- Victims of Crime Act (VOCA)
- Family Violence Prevention Services Act (FVPSA)
- Services Training Officers Prosecutors (STOP)/
 - Violence Against Women Act (VAWA)
- Sexual Assault Services Program (SASP)
- Domestic and Sexual Abuse Program (DASA)

SD Dept. of Public Safety – Victims' Services Program

victimservices.sd.gov

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Victims' Services Program Overview

Funding Administered

The South Dakota Victims' Services (SDVS) Program manages state and federal grants that fund organizations providing shelter, advocacy, crisis counseling, and other services for victims of sexual assault, domestic violence, stalking, human trafficking, and other violent crimes. These grants include:

- **Victim of Crime Act (VOCA) Victims' Services** – funding from the federal Office of Victims of Crime in the Department of Justice to assist victims of crime as soon as possible after a crime occurs.
 - See [VOCA Final Rule](#) for additional information about this funding.
- **Family Violence Prevention & Services Act (FVPSA)** – federal funding from the Office of Community Services Administration for Children and Families in the Department of Health and Human Services to prevent incidents of family violence and support programs that serve families and children affected by violence.
 - See [FVPSA Final Rule](#) for additional information about this funding.
- **Services Training Officers Prosecutors (STOP)/Violence Against Women Act (VAWA)** – federal funding from the Office of Violence Against Women in the Department of Justice for law enforcement and prosecution strategies to combat violence against women. SDVS awards STOP/VAWA grants to two types of groups: agencies that provide victims' services; and law enforcement agencies, prosecution agencies, and courts. There are two separate application processes for these groups. These application instructions must be utilized by organizations applying for STOP specifically to provide victims' services.
 - See [STOP Final Rule](#) for additional information about this funding.
- **Sexual Assault Services Program (SASP)** – federal funding from the Office of Violence Against Women in the Department of Justice to support establishment, maintenance, and expansion of programs for victims of sexual assault.
 - See [Conforming STOP VAWA Formula Regulations to Statutory Change; Definitions and Confidentiality Requirements Applicable to All OVW Grant Programs](#)
- **Domestic & Sexual Abuse Program (DASA)** – State funding to prevent domestic violence and sexual assault prevention and education.
 - See [Domestic Violence and Sexual Assault Programs](#)

Eligible Applicants

Eligible programs should be in South Dakota and/or have primary emphasis on serving victims and survivors located in South Dakota. Types of eligible applicants include but are not limited to:

- City or township governments
- County governments
- State/ local governmental victim services programs
- Native American tribal governments (Federally recognized)
- Native American tribal organizations (other than federally recognized tribal governments)

- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Faith-based and neighborhood programs

Eligibility Guidelines

To be eligible for funding, an agency must:

1. Be a **public or non-profit** organization that provides direct services to victims of crime.
 - a. SASP: Agencies must be **non-profit, non-governmental** organizations that provide direct services to victims of sexual assault crimes.
2. Have a record of providing effective direct services to victims of crime.
3. Have the support and approval of its services by the community, as evidenced through letters of support.
4. Have a history of providing direct services in a cost-effective manner.
5. Be able to meet program match requirements using non-federal funds committed for direct victims' services.
6. Utilize volunteers in the provision of services. The State may determine if there is a compelling reason to waive this requirement. However, this is a requirement if the agency is applying for VOCA funding unless a waiver is granted.
7. Promote, within the communities served, a coordinated approach to serving victims of crime that minimizes duplication of effort and contributes to better and more comprehensive services to crime victims. Coordination may include, but is not limited to serving on State, federal, local, or Native American task forces, commissions and/or working groups and developing written interagency agreements.
8. Assist eligible victims of crime with information about and access to Crime Victims' Compensation (CVC) Program benefits. This assistance includes referring to and identifying crime victims and advising them of the availability of CVC benefits, assisting eligible victims with CVC application forms and procedures, obtaining necessary documentation, monitoring claim status, and intervening on behalf of victims who have applied for assistance from the CVC program.
9. Comply with applicable provisions of the SDVS Guidelines, the Office of Justice Programs Financial Guide, the Office of Violence Against Women Financial Grant Management Guide, and the Department of Justice Financial Guide. This includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of funds received. For example, financial documentation for disbursements, daily time and attendance records specifying time devoted to allowable victims' services, client files, other sources of revenue that support any portion of victims' services, job descriptions, contracts for services, other records which facilitate an effective audit, records retention, and compliance with monitoring and/or audit activities and requirements.
10. Maintain statutorily required information on victims served as required by law for performance reporting.
11. Provide services to victims of federal crimes on the same basis as victims of state crimes.
12. Provide a variety of services and assistance to victims of crime.
13. Provide services through the funded program at no charge to victims of crime.
14. Maintain confidentiality of client information.

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15. Prohibit policies that deny individuals access to services based on their relationship to the perpetrator.
16. Prohibit policies and practices that impose restrictive conditions to be met by the victim before she/he can receive services. This includes eligibility standards that cannot mandate participation in services nor charge a fee for any core services. None of the organization's policies can mandate participation in any program services; this includes but is not limited to attending support groups and participating in benefit programs.

*Note: Applicants that provide **both** victim and witness programs are eligible for funding, but only for that portion of their activities that directly serves victims of crime.*

Grant Program Information

VOCA

A. Overview

The Victims of Crime Act (VOCA) was passed by Congress in 1984. The Act established a Crime Victims Fund in the U.S. Treasury to collect fines from convicted federal criminals and use those monies to assist people who have been victimized by crime. A portion of the Fund is awarded annually in grants to states, which then sub-grant funding to organizations that provide direct services to crime victims. This annual allotment varies, depending on the amount of money collected by the U.S. Department of Justice (DOJ).

B. Primary purpose

1. To provide direct assistance to innocent victims of violent crime throughout the nation.
 - a. Sub-recipients must provide services to victims of federal crimes on the same basis as to victims of crimes under State or local law.
2. To assist victims of crime as soon as possible after the crime occurs to reduce the severity of the psychological consequences of the victimization.
3. To demonstrate ongoing support for victims in coping with the impact of victimization
4. VOCA funds awarded to the State, and by the State to eligible crime victim assistance programs, will not be used to supplant State and local government funds otherwise available for crime victim assistance.
5. Sub-recipients may provide direct services regardless of a victim's participation in the criminal justice process.
 - a. Victim eligibility under this program for direct services is not dependent on the victim's immigration status.

C. Subaward fund distribution

Each year, SDVS must distribute its VOCA grant funds according to federal requirements. Priority categories (30% total): At least 10% of each year's VOCA grant must go to each of the following three groups of victims, as required by 42 U.S.C. 10603(a)(2)(A):

- Victims of sexual assault
- Victims of spousal abuse
- Victims of child abuse
- Underserved victims (10% total):

At least 10% of each year's VOCA grant must also go to victims of violent crimes who are underserved, as required by 42 U.S.C. 10603(a)(2)(B).

- To meet this requirement, SDVS must identify the victims a project serves—either by the type of crime experienced, the victims' demographic characteristics, or both.

D. Match requirements

- Cash or in-kind or a combination of both
- 20% of the Total Project Budget for existing and new organizations
- 5% of the Total Project Budget for organizations located on a reservation
- Ability to waive match requirements when requested and approved by SDVS

E. Types of eligible organizations

Eligible programs are not limited to entities whose sole purpose is to provide direct services. There are special considerations for certain types of entities, as described below:

- Faith-based and neighborhood programs
- Crime victim compensation programs provided direct services that extend beyond essential duties
- Victim service organizations located in an adjacent state
- Direct service programs run by the State Administering Agency

F. Additional requirements

Organizations receiving VOCA funds must:

- Use volunteers or request a waiver,
- Maintain significant non-VOCA financial support (at least 25% from other sources),
- Provide effective services to crime victims, and
- Share information about the Crime Victims Compensation (CVC) Program that can help victims and secondary victims with costs such as medical care, mental health services, and lost wages.

G. Allowable activities

VOCA funds may be used to provide crisis response, safety planning, emergency services, and advocacy that address the immediate and long-term needs of crime victims. Allowable activities include emotional support, case management, mental health counseling, peer

support, legal assistance related to victimization, and help participating in criminal justice processes. Funding may also support forensic exams and interviews, transportation, public awareness, transitional housing and relocation assistance, coordinated community responses, supervision and training of direct-service staff, technology that enhances service delivery, volunteer training, restorative-justice activities requested by victims, and essential administrative and operational costs directly tied to providing victim services.

H. Expressly unallowable subrecipient costs

Funds may not be used for lobbying; research (beyond required project evaluation); active criminal investigations or prosecutions; fundraising; capital expenses such as construction or real estate; direct compensation to crime victims; medical care; or salaries and expenses for executive leadership or administrative staff unless specifically permitted.

FVPSA

A. Overview

The Family Violence Prevention and Services Act (FVPSA) is administered through the Administration for Children and Families' (ACF) Office of Family Violence Prevention and Services (OFVPS).

B. Primary purpose

Assist states in their efforts to support the establishment, maintenance, and expansion of programs and projects to:

1. Prevent incidents of family violence, domestic violence, and dating violence;
2. Provide immediate shelter, supportive services, and access to community-based programs for victims of family violence, domestic violence, or dating violence, and their dependents; and
3. Provide specialized services for children exposed to family violence, domestic violence, or dating violence, including victims who are members of underserved populations.

C. Subaward fund distribution

SDVS must distribute FVPSA funds each year according to federal rules:

- 70% must go to immediate shelter and supportive services,
- 25% to supportive and prevention services, and
- No more than 5% to administration.

SDVS prioritizes community-based, nonprofit organizations that operate shelters or provide counseling, advocacy, and self-help services for victims and their dependents.

D. Match requirements

- Cash or in-kind or a combination of both
- 20% of the Total Project Budget for existing and new organizations
- Tribes are exempt from the match requirement

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- And any other Tribal organization, such as a 501(c)3, that has a current and signed Tribal Resolution.

E. Types of eligible organizations

FVPSA funding may be awarded to local public agencies or nonprofit private organizations—including faith-based, charitable, community-based, tribal, and volunteer groups—that have a proven track record of effectively assisting victims of family, domestic, or dating violence and their dependents.

F. Additional requirements

FVPSA-funded programs must maintain strict confidentiality for all records related to individuals receiving domestic violence services to ensure the safety of adult, youth, and child victims and their families. Programs may not discriminate in service provision based on age, disability, sex, race, color, or national origin, in accordance with applicable federal civil rights laws.

All FVPSA-supported services must be voluntary; survivors may not be required to participate in counseling, advocacy, or other services, and access to emergency shelter cannot depend on participation in any program activity.

G. Allowable activities

FVPSA funds may be used to provide emergency shelter, safety planning, counseling, advocacy, and supportive services for victims of family, domestic, or dating violence and their dependents. Allowable activities also include outreach, prevention, culturally specific services, and supports for children exposed to violence. Programs may use funds for case management, legal and medical advocacy, housing and economic support services, transportation, child care, and other assistance that promotes safety, stability, and recovery.

H. Expressly unallowable subrecipient costs

Funds may not be used for lobbying; research (beyond required project evaluation); active criminal investigations or prosecutions; fundraising; capital expenses such as construction or real estate; direct compensation to crime victims; medical care; or salaries and expenses for executive leadership or administrative staff unless specifically permitted.

STOP/VAWA

A. Overview

The STOP (Services, Training, Officers, and Prosecutors) Violence Against Women Formula Grant Program supports local communities, including Indian tribal governments and Alaska Native villages, in their efforts to develop and strengthen effective responses to domestic violence, dating violence, sexual assault, and stalking.

B. Primary purpose

The primary purpose is to strengthen statewide and local responses to domestic violence, dating violence, sexual assault, and stalking by supporting training for law enforcement,

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prosecutors, courts, and forensic examiners; enhancing coordinated community responses and data systems; expanding victim services and legal assistance, including culturally specific and underserved populations; improving policies, protocols, and evidence collection; supporting Tribal and special initiative programs; and advancing prevention, accountability, and comprehensive services that promote safety, justice, and equitable access for all survivors.

C. Subaward fund distribution

STOP funds must be allocated across key criminal justice and victim service sectors to ensure a comprehensive and balanced statewide response. A minimum of 25 percent of funds must be directed to law enforcement, 25 percent to prosecutors, 30 percent to victim services—with at least 10 percent of that amount awarded to culturally specific community-based organizations—and 5 percent to state and local courts. The remaining 15 percent may be used at the state’s discretion to address the needs of victims of domestic violence, dating violence, sexual assault, and stalking.

D. Match requirements

No match is required for STOP/VAWA victims’ services activities and services. All other allocation areas (law enforcement, prosecution, and courts) still require 25% match.

E. Types of eligible organizations

VAWA 2013 requires nonprofits receiving funds based on their nonprofit status to have 501(c)(3) tax exempt status, including culturally specific community based organizations under the STOP Program, except tribal governmental organizations; additionally, victim service providers must have 501(c)(3) status to qualify for match exemptions unless they are tribal governments or eligible governmental rape crisis centers.

The 30 percent victim services allocation can fund any entity providing qualifying services for victims of domestic violence, dating violence, sexual assault, or stalking, including hotlines, advocacy, shelter, crisis intervention, culturally or population specific services, and other related supports.

An organization qualifies for the culturally specific set aside if it is a nonprofit, nongovernmental, or tribal organization that primarily serves a specific racial or ethnic minority community and provides services tailored to that community’s unique needs. It must focus on or have specialized expertise in domestic violence, dating violence, sexual assault, or stalking, either directly or through effective collaboration.

F. Additional requirements

The South Dakota Victims’ Services STOP/VAWA Plan prioritizes funding for enhanced court advocacy and core services through local victim service programs, and for specialized services supporting underserved groups such as sexual assault victims, at-risk youth, elder victims, rural victims, and Native American victims.

G. Allowable activities

Allowable activities include training and expanding law enforcement, courts, and prosecutors to better prevent, identify, and respond to domestic violence, dating violence, sexual assault, and stalking; improving policies, data systems, and coordinated community responses; strengthening victim services, legal assistance, and culturally specific or underserved population programs; supporting tribal programs; enhancing forensic, evidence collection, and SART efforts; addressing special populations such as older adults, people with disabilities, and LGBTQ+ survivors; funding victim advocates and liaison positions; implementing protocols for law enforcement perpetrated domestic violence; developing legislation and prevention education; reducing sexual assault kit backlogs; assisting with immigration matters; and covering certain government issued identification costs for victims.

H. STOP-Specific Purpose Areas

Pursuant to 34 U.S. C. §§ 10441(b), funds under this program must be used for one or more of the following purposes:

1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate use of nonimmigrant status under subparagraphs (T) and (U) of section 1101(a)(15) of the Immigration and Nationality Act (8 U.S.C. § 1101(a)(15)).
2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking, as well as the appropriate treatment of victims including implementation of the grant conditions in section 40002(b) of the Violence Against Women Act of 1994 (34 U.S.C. 12291(b)).
4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
5. Developing, enlarging, or strengthening victim services and legal assistance programs, including domestic violence, dating violence, sexual assault, and stalking programs, developing or improving delivery of victim services and legal assistance to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of domestic violence, dating violence, sexual assault, and stalking.
6. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
7. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement

- agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
 9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of individuals 50 years of age and over, individuals with disabilities, and Deaf individuals who are victims of domestic violence, dating violence, sexual assault, or stalking, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, legal assistance and other victim services to such individuals.
 10. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
 11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families, including rehabilitative work with offenders.
 12. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities:
 - a. developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
 - b. notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - c. referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - d. taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
 13. Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote:
 - a. the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
 - b. the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police ([*“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project”*](#) July 2003));¹ and

- c. the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.

Note for Purpose Area 13: Any law enforcement, state, Tribal, territorial, or local government agency receiving funding under this purpose area, the Crystal Judson Domestic Violence Protocol Program, and any subgrantee of such an agency, shall:

1. Receive specialized training, on an annual basis, from domestic violence and sexual assault nonprofit organizations on the topic of incidents of domestic violence committed by law enforcement personnel, and
2. Provide a report to the Department of the protocol(s) adopted in connection with the Crystal Judson Domestic Violence Protocol Program, including a summary of progress in implementing such protocol(s), once every two years.
 - a. States and territories must notify and provide OVW with a list of subgrantee recipients awarded STOP funds under the Crystal Judson Domestic Violence Protocol Program and ensure that all subgrantees satisfy the requirements of this purpose area.
14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking.
15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.
16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
17. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings.
18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims.
19. Developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims of domestic violence, dating violence, sexual assault, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in 18 U.S.C. § 249(c).
20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, stalking, or female genital mutilation or cutting, with not more than 5 percent of the amount allocated to a state to be used for this purpose.
21. Developing, enhancing, or strengthening programs and projects to improve evidence collection methods for victims of domestic violence, dating violence, sexual assault, or stalking, including through funding for technology that better detects bruising and injuries across skin tones and related training.
22. Developing, enlarging, or strengthening culturally specific victim services programs to provide culturally specific victim services and responses to female genital mutilation or cutting.
23. Providing victim advocates in state or local law enforcement agencies, prosecutors' offices, and courts to provide supportive services and advocacy to Indian victims of domestic violence, dating violence, sexual assault, and stalking.
24. Paying any fees charged by any governmental authority for furnishing a victim or the child of a victim with any of the following documents:
 - a. A birth certificate or passport of the individual as required by law.

- b. An identification card issued to the individual by a state or Tribe, that shows that the individual is a resident of the state or a member of the Tribe.

I. Expressly unallowable subrecipient costs

Funds may not be used for lobbying; research (beyond required project evaluation); active criminal investigations or prosecutions; fundraising; capital expenses such as construction or real estate; direct compensation to crime victims; medical care; or salaries and expenses for executive leadership or administrative staff unless specifically permitted.

SASP

A. Overview

The Sexual Assault Services Formula Program (SASP), established under the Violence Against Women and Department of Justice Reauthorization Act of 2005, provides funding to states and territories to support rape crisis centers and other nonprofit, nongovernmental, or tribal organizations that deliver direct intervention and assistance to sexual assault survivors of all ages.

B. Primary purpose

Allowable activities include providing 24-hour hotline support, crisis intervention, accompaniment and advocacy in medical, legal, and social systems, and offering short-term counseling, direct assistance, and coordinated services for sexual assault victims and their families. Programs may also offer information and referrals, community based and culturally specific services, outreach to underserved populations, and materials related to these supports.

C. Subaward fund distribution

States and territories are encouraged to support projects that address human trafficking connected to domestic and sexual violence, and those that enhance victim services and law enforcement response in rural, remote, Tribal, and other underserved areas with limited resources.

D. Match requirements

No matching funds shall be required.

E. Types of eligible organizations

State sexual assault coalitions, government agencies, nonprofit, nongovernmental, or tribal organizations are eligible subgrantees, if they propose to provide direct services to victims of sexual assault.

F. Additional requirements

SASP Formula Program funds may not be used for education and prevention. However, funds may be used for outreach to inform persons about the services provided by a specific program. For example, a program could use pamphlets, brochures, or community presentations to announce the services available under the grant.

G. Allowable activities

Allowable activities include providing intervention, advocacy, accompaniment, and support services for sexual assault victims of all ages, as well as their family members and others affected by the assault. Funds must support establishing or expanding rape crisis centers and nonprofit or Tribal programs that offer 24-hour hotlines, crisis intervention, short-term counseling, advocacy within medical and legal systems, information and referrals, culturally specific services, outreach to underserved communities, and development of related educational materials

H. Expressly unallowable subrecipient costs

Prohibited activities include anything that compromises victim safety, healing, or offender accountability, as well as research projects, violations of immigration law, discriminatory or ideology-based initiatives, and activities unrelated to sexual assault. Funds cannot support criminal-justice-focused projects, prevention education, training, domestic-violence-only services, legal services, lobbying, fundraising, or construction and property purchases. Additionally, programs tied to human trafficking or MMIP are unallowable unless directly related to sexual assault.

DASA

A. Primary purpose

The program supports assistance for shelter programs serving victims of domestic and sexual abuse, provides training for the staff and volunteers who deliver these services, and funds prevention and education initiatives to address domestic and sexual violence.

B. Subaward fund distribution

Priority is given to funding victims' assistance programs that serve victims of sexual assault and domestic violence.

C. Match requirements

No matching funds shall be required.

D. Types of eligible organizations

To be eligible, organizations must deliver a wide range of victim centered services addressing domestic violence and sexual assault for victims and their families.

Additional requirements

Shelter services may be provided in program-operated facilities, hotels or motels under agreement, or supervised private homes, all of which must ensure client safety and confidentiality. Programs using private homes must verify that no household member has disqualifying convictions and must maintain liability insurance. Each program must set clear eligibility policies, offer services in all available shelter settings, and may not impose income requirements or require participation in services as a condition of receiving shelter.

Programs must maintain written policies covering personnel practices, confidentiality protections, client rights, community education efforts, criminal background checks for prospective employees, and fiscal management. These policies must address staff and volunteer training, the handling and security of confidential information, clear communication of client rights, public education and outreach, and annual budgeting procedures. All policies must be formally reviewed and approved by the program's governing body.

Programs must maintain written client services policies covering intake, eligibility, orientation, safety procedures, grievances, records retention, nondiscrimination, conflict free practices, transportation, medical care, childcare, shelter rules, and maintaining a substance and violence free environment. In addition, each program must adopt bylaws that define its purpose, outline the structure and qualifications of its governing board, require that board members serve without compensation or financial benefit, ensure board representation reflects the community, and establish the procedures by which the board conducts its business.

E. Allowable activities

DASA funds may be used to support the direct delivery of services to victims of domestic violence and sexual assault, as well as to cover certain administrative costs necessary for providing those victim services.

F. Expressly unallowable subrecipient costs

Funds may not be used for direct payments to victims or dependents, activities benefiting offenders, construction costs, food for staff events, immigration fees, late fees, mortgage payments, volunteer stipends, or to cover victims' property losses.

Funding Opportunity Details

Important Dates & Deadlines

Funding Opportunity Release Date	04/01/2026
Submission Deadline	04/30/2026 at 5:00 PM CT
Anticipated Award Announcement	June 2026
Project Period	07/01/2026 – 06/30/2027

Funding Available

VOCA	\$ 3,175,296.45
FVPSA	\$ 116,149.14 *
STOP/VAWA	\$ 1,072,288.60
SASP	\$ 782,833.66
DASA	\$ 225,000.00
Total	\$ 5,371,567.85

**Due to a delay in the federal FVPSA Notice of Funding Opportunity, the amount currently available reflects only confirmed funds. If additional FVPSA resources are released, the total funding available for subawards may increase.*

Eligibility

A. Eligible Applicants

Eligible programs should be in South Dakota and/or have primary emphasis on serving victims and survivors located in South Dakota. Types of eligible applicants include but are not limited to:

- City or township governments
- County governments
- State/ local governmental victim services programs
- Native American tribal governments (Federally recognized)
- Native American tribal organizations (other than federally recognized tribal governments)
- Nonprofits having a 501(c)(3) status with the IRS, other than institutions of higher education
- Faith-based and neighborhood programs

B. Eligibility Guidelines

To be eligible for funding, an agency must:

17. Be a **public or non-profit** organization that provides direct services to victims of crime.
 - a. SASP: Agencies must be **non-profit, non-governmental** organizations that provide direct services to victims of sexual assault crimes.
18. Have a record of providing effective direct services to victims of crime.
19. Have the support and approval of its services by the community, as evidenced through letters of support.
20. Have a history of providing direct services in a cost-effective manner.
21. Be able to meet program match requirements using non-federal funds committed for direct victims' services.
22. Utilize volunteers in the provision of services. The State may determine if there is a compelling reason to waive this requirement. However, this is a requirement if the agency is applying for VOCA funding unless a waiver is granted.
23. Promote, within the communities served, a coordinated approach to serving victims of crime that minimizes duplication of effort and contributes to better and more comprehensive services to crime victims. Coordination may include, but is not limited to

- serving on State, federal, local, or Native American task forces, commissions and/or working groups and developing written interagency agreements.
24. Assist eligible victims of crime with information about and access to Crime Victims' Compensation (CVC) Program benefits. This assistance includes referring and identifying crime victims and advising them of the availability of CVC benefits, assisting eligible victims with CVC application forms and procedures, obtaining necessary documentation, monitoring claim status, and intervening on behalf of victims who have applied for assistance from the CVC program.
 25. Comply with applicable provisions of the SDVS Guidelines, the Office of Justice Programs Financial Guide, the Office of Violence Against Women Financial Grant Management Guide, and the Department of Justice Financial Guide. This includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of funds received. For example, financial documentation for disbursements, daily time and attendance records specifying time devoted to allowable victims' services, client files other sources of revenue that support any portion of victims' services, job descriptions, contracts for services, other records which facilitate an effective audit, records retention, and compliance with monitoring and/or audit activities and requirements.
 26. Maintain statutorily required information on victims served as required by law for performance reporting.
 27. Provide services to victims of federal crimes on the same basis as victims of state crimes.
 28. Provide a variety of services and assistance to victims of crime.
 29. Provide services through the funded program at no charge to victims of crime.
 30. Maintain confidentiality of client information.
 31. Prohibit policies that deny individuals access to services based on their relationship to the perpetrator.
 32. Prohibit policies and practices that impose restrictive conditions to be met by the victim before she/he can receive services. This includes eligibility standards that cannot mandate participation in services nor charge a fee for any core services. None of the organization's policies can mandate participation in any program services; this includes but is not limited to attending support groups and participating in benefit programs.

*Note: Applicants that provide **both** victim and witness programs are eligible for funding, but only for that portion of their activities that directly serve victims of crime.*

C. Ineligible Applicants and Activities

Agencies and activities are not eligible for funding if they:

1. Focus primarily on lobbying or raising public awareness.
2. Primarily crime prevention agencies, organizations, or programs.
3. Programs in which victims of crime are not the sole or primary beneficiaries (e.g., witness management or witness notification programs).
4. Are federal agencies, including U.S. Attorney's Offices.
5. Inpatient treatment facilities designed to provide treatment to individuals with drug, alcohol, and/or mental health-related conditions.

Review Process

All grant applications will be reviewed by SDVS staff for eligibility and completeness. A group of staff from SDVS and the Department of Public Safety (DPS) will also review the applications and make decisions about final award amounts for each applicant, which may be equal to or less than the amount requested.

Each year, DPS and SDVS set specific priorities, in addition to the review criteria, to guide funding decisions.

SDVS tries to continue funding organizations that remain both eligible and effective in providing victims' services from year to year. However, organizations must show evidence of their eligibility and effectiveness each year in the application process.

SDVS does not guarantee any agency will continue to receive funding from one year to the next. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by federal or State law.

A. SDVS Funding Priorities

1. Continued support for agencies that maintain eligibility and have proven their effectiveness in assisting victims of crime.
2. Attention to the federal requirements for each grant.
3. Geographic balance, including programs that make services available to rural and frontier areas of the state.
4. A diverse base of funding and other support, particularly local community support, shown either by local funding or volunteer support (or both), that indicates an agency does not rely solely on government funding.
 - a. The Office for Victims of Crime (OVC) notes that at least 25% of an organization/program's funding in the year of, or the year preceding an award should come from other sources, which may include other federal funding programs.

B. Review Criteria

SDVS tries to continue funding organizations that remain both eligible and effective in providing victims' services from year to year. However, organizations must show evidence of their eligibility and effectiveness each year in the application process.

SDVS does not guarantee any agency will continue to receive funding from one year to the next. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by federal or State law.

All applications will be reviewed based on the minimum criteria:

1. Verification of organizational eligibility.
2. A concise, evidence-based statement of need supported by relevant data.
3. Past performance for prior SDVS recipients, including fiscal management, reporting, and compliance.
4. The proportion of the applicant's budget represented by the SDVS funding request.

5. Confirmation that all requested costs are allowable under the applicable grant program(s).
6. Award amounts may be determined by funding formulas or other established methods, based on grant requirements, priorities, and available funds.

Post-Award Requirements

Non-Supplanting

Funds must be utilized to enhance or expand victim services and may not replace existing state or local funding. Federal funds (VOCA, FVPSA, STOP/VAWA, SASP, and DASA) must supplement—not supplant—current programs. If concerns about supplanting arise, SDVS may require documentation demonstrating that any reductions in non-federal funds were unrelated to the receipt or anticipated receipt of federal funding.

Method of Payment

SDVS pays awarded grant funds on a reimbursement basis. Requests for payment must be submitted through the SDVS grant management system utilized and must include a breakdown of expenses incurred and funds requested. Under no circumstances will funds be advanced.

- **Please note that SDVS requires organizations to submit receipts and other evidence that shows the complete breakdown of what the funds will be used to pay for and verify that these are allowable expenses for reimbursement.**

Drawdowns should be submitted monthly. Organizations should submit drawdown requests for the previous month's allowable expenses no later than the 20th day of the following month.

Organizations must expend all awarded funds by the end of the contract period.

- **Drawdowns that fail to be submitted and processed prior to 90 calendar days after the end date of the period of performance will be forfeited and will not be eligible for reimbursement.**

Reporting Requirements

A. Reporting Requirements Applicable to *All Subrecipients*

1. Matching funds must be reported monthly. The best practice is to report to SDVS the match in the month it was received or reported to the organization.
2. Organizations also are required to track demographic and service information on the clients they serve with funding from SDVS and must complete quarterly progress reports in the format specified by each applicable federal grant.
 - a. Reports are due to SDVS on July 15, October 15, January 15, and April 15.
3. All organizations that receive funding from SDVS are required to submit a Year-end Final Financial Report by September 28 to complete the closeout process.
4. All programs are required to complete the Determination of Suitability as part of the Initial Reporting at the beginning of the project period and will update the information as applicable at the time of closeout.

B. VOCA Specific Reporting Requirements

1. Subrecipients are required to report the information directly into the Office of Justice Program Performance Measure Platform – Performance Measurement Tool (PMT) on a quarterly basis.
 - a. Review the [*PMT How To*](#) created by SDVS
 - b. [VOCA Assistance Performance Measures](#) (about VOCA reporting)
 - c. [VOCA Assistance Required Performance Measures](#) (required data to collect)
 - d. [VOCA Assistance Performance Measures Welcome Guide](#) (who is responsible for completion of reporting)
 - e. [VOCA Assistance Performance Measures Frequently Asked Questions](#) (answered by Office for Victims of Crime)
 - f. [VOCA Assistance Subgrantee Data Tracking Template \(Excel\)](#) (tool for collecting individual-level data for reporting)
2. Subgrant Award Report
 - a. This information will be collected within WebGrants and SDVS will report the information into PMT. Note, you may be able to view the SAR, but SDVS will complete the PMT portion and subrecipients are only required to complete the SAR that is included in the Initial Reporting requirement of the subgrant.

C. FVPSA Specific Reporting Requirements

1. Subrecipients are required to complete the FVPSA Quarterly Reporting available within WebGrants. This information will be used to compile South Dakota's Annual Report.

D. STOP and SASP Specific Reporting Requirements

5. Organizations that receive STOP/VAWA and SASP funding also must complete the Annual Progress Report(s) using a reporting form from the Muskie Institute.

- a. Organizations can review the STOP/VAWA reporting requirements by going to the Muskie Institute website at <http://muskie.usm.maine.edu/vawamei/>.
- b. STOP/VAWA and SASP Annual Progress Report(s) are due around March 1st to SDVS. This is dependent on when the forms become available to SDVS and will be conveyed to awarded agencies.

Monitoring

1. SDVS will monitor all subrecipients with a site visit no less than once every four years. High-risk subrecipients will be monitored, at a minimum, once every other year. Other types of monitoring, desk reviews, or other types of spot checks may be conducted more frequently. The type and frequency of site visit and desk review monitoring is based on the results of each subrecipient's most recent risk assessment.
2. Subrecipients that have received repeat audit findings will be subject to additional monitoring conducted by DPS Finance Office as well as ongoing monitoring by SDVS to ensure findings are being appropriately addressed and remedied. SDVS will follow the guidance issued by the South Dakota Bureau of Finance and Management in the [Subrecipient Audit – Repeat Finding Guidance](#) document if applicable.
3. The monitoring schedule for the funding cycle includes SDVS staff and/or contracted employees conducting on-site reviews with programs that received a desk review the previous year. The programs that received a desk review the previous year will receive an on-site review. Some of the programs designated for a desk review may have an on-site review if they deem high-risk as determined by the risk assessment. Monitoring schedules may be adjusted on a case-by-case basis. Possible reasons to alter the monitoring schedule may include, but are not limited to:
 - a. A new director
 - b. Issues or concerns
 - c. Complaints
4. Irregularities or concerns may require increased program monitoring. Any identified irregularities or concerns regarding the program, whether the concerns are generated internally through desk monitoring or reviews of quarterly performance reports and annual reports, through on-site reviews or by external reports concerning the program.
5. All subrecipients to grants administered by SDVS face a minimum level of continuous and ongoing general monitoring to include the following:
 - a. Review match documentation to ensure its allowable and applicable.
 - b. Ensure all grant certifications, assurances, and special conditions are completed and submitted.
 - c. Track completion, review, and monitor quarterly performance reports to ensure information is timely, accurate, and appropriate.
 - d. General technical assistance is provided to all subrecipients throughout the grant year on the following topics SDVS expectations of subrecipients.
 - i. SDVS grant management system training when applicable.
 - ii. Quarterly performance reporting.
 - iii. Federal grant guidance.
 - iv. Drawdown for reimbursement training.

- e. SDVS will conduct various types of technology contacts throughout the performance period with subrecipients and designated coalitions to address new or emerging issues and training and technical assistance needs.
- f. Compare the closeout Final Financial Report to the project application to determine if the subrecipient was able to achieve or complete project goals or plans and the ability to efficiently expend awarded funds.

Additional Resources

Prorating Guidelines

1. **Prorate:** To divide, distribute, or assess proportionately; a proportional distribution. Organizations must prorate items and services based on the value of the portion of the item/service that will be funded by a grant to the item or service's total value.
 - a. For example, if it costs the organization \$10 to provide a service, and the organization requests that \$8 of that cost be funded by a VOCA grant, then the agency will pay the remaining \$2 of that service using another funding source. The agency must show that 80 percent of the total cost of that service is prorated to VOCA funding, while 20 percent is prorated to another funding source(s).
2. Agencies that received SDVS grant funding last year must prepare new prorating spreadsheets for the previous/current grant cycle. Prorating sheets from previous years will not be accepted, as they are not accurate or applicable for this year.
3. SDVS funds may only be used for a prorated share of eligible rent and operating costs. Agencies must prorate these expenses across all of their funding sources, not just SDVS grants.
 - a. Grant applicants should estimate their full budget for the award period and show how they will prorate costs for items supported by SDVS funds.
 - b. After awards are issued, organizations may need to update their calculations. Agencies are responsible for documenting their prorating methods.
4. Costs that must be prorated across all funding sources include:
 - a. Insurance;
 - b. Benefits and workers' compensation tied to payroll;
 - c. Utilities (except shelter internet and cable);
 - d. Office supplies;
 - e. Facility rent;
 - f. shelter supplies (e.g., cleaning supplies);
 - g. minor repairs and maintenance;
 - h. telephone costs; and
 - i. audit expenses.
5. Organizations may not use any SDVS grant funds to pay for items or services not included in the grant application. If an organization needs or would like to use grant funds for items

and/or services that were not originally included in the application for funding, they should contact the South Dakota Victims' Services Program.

- a. For additional information and examples on prorating expenses, please refer to the SDVS Grantee Guidelines.

General Match Guidelines

1. Most SDVS grant programs require agencies that receive funding to “match” that funding with additional dollars or in-kind resources.
2. Matches must be a contribution of non-federal dollars, in-kind services, or a combination of both. Additional information about match requirements can be found in the DOJ Grants Financial Guide.
3. Matching funds requirements as outlined in [Federal 2 C.F.R. Part 200, Uniform Guidance and Cost Principles](#):
 - a. Verifiable from the recipient's records.
 - b. Necessary and reasonable for proper and efficient accomplishment of the project or program objectives.
 - c. Not paid for by the federal/state government under another award (except where authorized by federal/state statute to be used for cost sharing or matching); and
 - d. Allowable and provided for in the approved budget.
4. For volunteer or on-call hours being reported, most organizations send a calendar showing the number of hours each day and the individual volunteering. This makes it so a clear number of hours volunteered can be determined.
5. For other direct service activities, the same activity logs that employees complete or something similar will need to be provided. This is due to the hours donated must be allowable under federal funding as if they were being requested for reimbursement.
6. SDVS has set a \$31.19/hour rate for individuals who provide volunteer crisis line coverage during non-office hours.
 - a. This rate may also be used for those individuals who provide unskilled labor that is unpaid and being reported as a match.
 - b. Administrative duties, as well as time donated for fundraisers, CANNOT be reported as a match.
 - c. Professional services that are donated free of charge can be reported as match at the rate they would have normally been charged at.
 - d. No payroll taxes or benefits calculated off this rate may be claimed as match.
7. Discounted or reduction in costs provided shall be valued as the difference between what the organization paid and what the provider's nominal or fair market value is for the good or service (counseling).

Key Terms/ Definitions

A. Direct Service Time

Direct services or services to victims of crime means those services described in in 42 U.S.C. 10603 (d)(2) and efforts that:

- (1) Respond to the emotional, psychological, or physical needs of crime victims.
- (2) Assist victims to stabilize their lives after victimization.
- (3) Assist victims to understand and participate in the criminal justice system; or
- (4) Restore a measure of security and safety for the victim.

a) Below are additional activities also considered direct service time:

- Sorting of donations of shelter supplies, food, and clothing
- Support group preparation time
- Direct services-related staff and volunteer training
- Maintaining victim records, including entering required performance data into the client record tracking system
- Shelter upkeep such as cleaning, yard work, etc.

b) Non-direct service time but allowable to be billed to grant(s):

- Staff meetings or training to better assist clients.
- Financial management required for grant administration (i.e., reporting or drawdowns).

c) Staff time which does not directly benefit victims. Non-direct service time includes but is not limited to:

- Staff meetings or interagency meetings not specific to assisting clients or training.
- Grant writing, bookkeeping, or other miscellaneous financial management not necessary or required for grant administration.
- Development of protocols, interagency agreements, and other working agreements.
- Development of agency policies.
- Lobbying and administrative advocacy.
- Needs assessments, surveys, evaluations, and studies.
- Fundraising, including preparing for and participating in activities to raise funds for the agency.
- Attending and preparing for board meetings.
- Administrative-related training.
- Supervising or coordinating a Visitation Center visit and exchange.
- Maintaining victim records for National CASA.
- Perpetrator rehabilitation and counseling.

B. Non-direct service time but allowed to be billed to grants:

- Staff meetings or training to better assist clients.
- Financial management required for grant administration (i.e., reporting or drawdowns).

C. Staff time which does not directly benefit victims.

Non-direct service time includes but is not limited to:

- Staff meetings or interagency meetings not specific to assisting clients or training.
- Grant writing, bookkeeping, or other miscellaneous financial management not necessary or required for grant administration.
- Development of protocols, interagency agreements, and other working agreements.
- Development of agency policies.
- Lobbying and administrative advocacy.
- Needs assessments, surveys, evaluations, and studies.
- Fundraising, including preparing for and participating in activities to raise funds for the agency.
- Attending and preparing for board meetings.
- Administrative-related training.
- Supervising or coordinating a Visitation Center visit and exchange.
- Maintaining victim records for National CASA.
- Perpetrator rehabilitation and counseling.

D. Community Education Activities/ Staff Time

Activities are designed to educate victims and the public about services, as well as activities which are designed to prevent victimization. This includes writing articles for newsletters, as well as preparing for and giving presentations.

- DASA supports community education/prevention of domestic violence and sexual assault.
- FVPSA supports community education/prevention for family violence, domestic violence, and dating violence.
- VOCA and STOP/VAWA support some community education/ prevention/ awareness.

E. Match

A contribution of non-federal dollars used to increase the number of resources available to the services and activities supported by SDVS grant funds. Match contributions may be cash, in-kind services, or a combination of both. See the Match Section above or refer to SDVS Guidelines for more details about how to determine required match rates.

F. Court Advocacy for STOP/VAWA Grant

Assisting victims with transportation to court, filing protection orders, explaining court proceedings (no divorces), referring victims to local services, accompanying victims to court and/or protection order hearings, working with local law enforcement and prosecutors in the role of advocating for victims, and participating in the community response team (CRT).

G. Furniture and Equipment

1. The furniture and equipment use period must extend beyond the length of the grant period (e.g., computers).
2. This does not include office supplies (e.g., staplers, paper clips, etc.).
3. All equipment purchases are subject to the policies and procedures established in the [DOJ Grants Financial Guide](#). Agencies are expected to review and understand this guidance.
4. Property records must be maintained with the following:
 - a. A description of the property and a serial number or other identifying number
 - b. Identification of title holder
 - c. The acquisition date
 - d. The cost and percentage of SDVS funds supporting the purchase
 - e. The location, use, and condition of the property.
5. Agencies must request and receive prior approval from the SDVS Program Director before making equipment purchases and/or the disposal of equipment purchased with SDVS grant funds.
6. Agencies are required to complete and submit a Furniture and Equipment Form for all furniture and equipment purchased with SDVS funds. This form should be sent at the same time as the corresponding drawdown.
7. It is suggested that furniture or equipment purchased with SDVS funds be identified as such.
8. **If you or your organization has additional questions about whether an item or event would be an allowable expense, please contact the Victims' Services Program.**

Links to other resources

1. [SDVS Grantee Guidelines – Updated December 2025](#)
2. Overviews of specific grant programs to further explain the purposes for which the grants may be used, priority areas, unallowable costs, grant use for allowable expenses/ activities, and Frequently Asked Questions answered by federal funding office
 - a. [VOCA Overview](#)
 - b. [FVPSA Overview](#)
 - c. [STOP Overview](#)
 - d. [SASP Overview](#)
3. [DOJ Grants Financial Guide](#) (primary reference manual for financial administration of VOCA, STOP, and SASP grants)
4. [South Dakota Domestic Violence and Sexual Assault Programs](#) (SD Administrative Rule governing SDVS program and DASA funds)

5. *Conforming STOP VAWA Formula Regulations to Statutory Change; Definitions and Confidentiality Requirements Applicable to All OVW Grant Programs*¹
6. *U.S. Dept. of Justice Framework for Prosecutors to Strengthen Our National Response to Sexual Assault & Domestic Violence Involving Adult Victims - May 2024*²
7. *Confidentiality: VAWA, FVPSA and VOCA*³

¹ Conforming Stop Violence Against Women Formula-Grant Program Regulations to Statutory Change, 81 Fed. Reg. 84, 87619–87633 (Nov. 29, 2016), <https://www.federalregister.gov/documents/2016/11/29/2016-28437/conforming-stop-violence-against-wo...>

² OVW Prosecution Guide (May 2024), Office on Violence Against Women, U.S. Department of Justice, 145 N St. NE, Washington, DC 20530, <https://www.justice.gov/ovw/media/1352371/dl?inline>

³ Safety Net Project, “Confidentiality in VAWA, FVPSA, and VOCA,” *TechSafety*, accessed March 26, 2026, <https://www.techsafety.org/confidentiality-in-vawa-fvpsa>.

Schedule of Due Dates

Month	Key Deadlines & Activities
June	○ Funding announcements and award letters released ○ Pre-award documents completed by subrecipient ○ Subaward contracts executed ○ Jun 20: May drawdown due ○ <i>Jun 30: Grant cycle/ project period ends</i>
July	○ <i>Jul 1: New funding cycle begins</i> ○ Jul 15: Quarterly Reporting due for Apr 1-Jun 30 ○ Jul 20: June drawdown due ○ Jul 31: Initial Reporting due in WebGrants
August	○ Aug 20: July drawdown due
September	○ Sep 20: August drawdown due ○ Sep 28: All drawdowns for the grant cycle must be submitted and processed (remaining funds are forfeited after this date) ○ Sep 28: Final Financial Report and closeout due in WebGrants
October	○ Oct 15: Quarterly Reporting due for Jul 1-Sep 30 ○ Oct 20: September drawdown due
November	○ Nov 20: October drawdown due
December	○ Dec 20: November drawdown due
January	○ Jan 15: Quarterly Reporting due for Oct 1-Dec 31 ○ Jan 20: December drawdown due
February	○ Feb 20: January drawdown due ○ STOP/SASP Annual Progress Reports released by OVW
March	○ STOP/SASP Annual Progress Reports due ○ Mar 20: February drawdown due
April	○ Apr 15: Quarterly Reporting due for Jan 1-Mar 31 ○ Apr 20: March drawdown due
May	○ May 15: April drawdown due
June	○ Jun 20: May drawdown due ○ <i>June 30: Grant cycle/ project period ends</i>

Application Checklist

This Application Checklist was created to ensure applicants are completing all required components before submitting through WebGrants.

- 1. Applicant Eligibility:** Verify the organization meets all eligibility requirements.
 - a. Located in South Dakota and/or primarily serves victims in South Dakota.
 - b. Public or nonprofit organization providing direct services to victims of crime.
 - c. 501(c)(3) status if required for the applicable program(s).
 - d. Demonstrated history of effective, cost-efficient victim services.
 - e. Community support (e.g., letters of support).
 - f. Ability to meet match requirements, if applicable.
 - g. Uses volunteers, or request a VOCA waiver, if applicable.
 - h. Provides access to Crime Victims' Compensation.
 - i. Maintains confidentiality and nondiscriminatory policies.
 - j. Policies do not require participation in services to receive help.

- 2. Organizational Documents:** Prepare and upload
 - a. If applicable:
 - a. VOCA Volunteer Waiver Request
 - b. VOCA Match Waiver Request
 - c. Most recent Single Audit Report
 - b. SAM.gov proof of active registration
 - c. Current nonprofit documentation (e.g., 501(c)(3) determination letter, Bylaws/Constitution, Articles of Incorporation).
 - d. Organizational policies required by SDVS (confidentiality, fiscal management, client rights, etc.).
 - e. Three (3) Letters of Support
 - f. Job Descriptions for each position requesting funding through SDVS.
 - g. Annual approved operating budget
 - h. Insurance Coverage/ACORD document
 - i. Minutes from the two most recent Board of Directors meetings
 - j. Approval document from governing body to submit application

- 3. Complete Application within WebGrants**
 - a. Project Information
 - b. Program Specific Details
 - c. Budget
 - d. Risk Assessment
 - e. Board of Directors Information
 - f. Required Uploads and Certification