

**Recovery Act – VOCA Formula Grant Program  
Office for Victims of Crime Conference Call with  
State VOCA Compensation Administrators**  
June 10, 2009

**I. Background**

Joye E. Frost, Acting Director of the Office for Victims of Crime (OVC), invited all VOCA Victim Compensation Administrators to participate in a conference call to discuss the Recovery Act in relation to OVC's FY09 VOCA Victim Compensation Formula Grant program. In preparation for this call, the administrators received a listing of questions that were submitted ahead of time, along with OVC's response to each question. This list is attached to the end of this transcript of the conference call.

**II. OJP Staff Attending the Call**

Toni Thomas ,OVC  
Joye Frost, OVC  
Maureen Henneberg, OJP  
Gena Bernhardt, Office of General Counsel  
Larry Hailes, Office of Chief Financial Officer  
Brad Mitchell, OVC  
Charles Moses, Deputy General Counsel  
DeLano Foster, OVC  
Sean Lovitt, Office of Chief Financial Officer  
Kris Brambila, Office of General Counsel  
Lucy Mungle, Office of Audit, Assessment and Management  
Amy Callaghan, Office of Justice Programs  
Shadine Stultz, OVC  
Deserea Jackson, OVC  
Joel Hall, OVC

**Others in attendance at OVC**

Steve Derene, National Association of VOCA Assistance Administrators  
Dan Eddy, National Association of Crime Victim Compensation Boards

**III. Introduction to the Call**

**Toni Thomas, OVC** – I am here with OJP staff who will introduce themselves. I will ask that the victim compensation administrators not introduce themselves in the interest of time.

(OJP staff introductions)

**Toni Thomas, OVC** – The purpose of this call is to provide answers to any questions or offer clarification for other questions. When asking a question, please reference the question number.

#### **IV. Discussion of Recovery Act Questions and Responses**

**Dan Eddy** – Our main concern at this point is that the performance measures are still in some kind of limbo. After speaking with the program managers, there is some rethinking regarding the two performance measures provided. Although the performance measures regarding jobs created and maintained is well-intentioned with the Recovery Act, the money passes through the service providers and it is simply impossible for the service providers to calculate how many jobs were actually created and maintained with the funds. I wanted to address this issue now and state it on the record.

**Maureen Henneberg, OJP** – We understand this and have been working with OMB. We expressed this concern and when the guidance comes out, we will let you know.

**VOCA Representative, Colorado** – On Question 3, regarding reporting, it states that the new financial form will be used by grantees beginning in the first quarter of FY10. Since the start date was in March, will there be a report required in July for that quarter?

**OVC Representative** – Yes, the new financial form will replace SF269.

**VOCA Representative, Colorado** – So, we should use the current form until the new form is issued?

**OVC Representative**– Yes.

**VOCA Representative, Colorado** – So, since the grant began in March 2009, do we not need a report for March?

**VOCA Representative, Missouri** – There was a report due for April, May, and June, correct?

**VOCA Representative, Maine** – We received a note requiring a report for March. Is it correct to assume that we will not need to report for April-June until mid-August when the SF269 will be due at its regular time?

**OVC Representative** – The SF269 will be due for any month in a quarter. To clarify, the report is due for any month the grant is active. So, if the grant was active on March 1, then the report is due for that month.

**Dan Eddy** – Our understanding is that the first SF269 report is due at the beginning of the grant, even if the grant is not active until some time later. The awards are made in April, May, and June. Grantees are required to go back to October. It is my understanding that this has been the requirement.

**OVC Representative** – For a project that began October 1 but was not awarded until April 1, the reports submitted must cover the period October to April and cannot be combined into the first reporting period.

**VOCA Representative** – Would we include March with our first quarter report?

**OVC Representative** – It depends on when you received the award.

**Dan Eddy** – I guess the question now is, seeing that the first report which includes March is already overdue, should they include the March information in the July report?

**OVC Representative** – If the start date is March 1, but the award was accepted in May, you would not be required to submit a report until 45 days after the date the grant was accepted. GMS states when the reporting period is and when the report is due.

**VOCA Representative, Oregon** – Do we have a sense at all of whether there will be a preference for using these funds to accomplish the goal of retaining jobs, or is there no preference, just a general compilation of payments?

**OVC Representative** – Grantees should make payments in accordance with their own state statutes and within the guidelines.

**Dan Eddy** – We don't know if you will have to report lost income.

**VOCA Representative, Virginia** – That concerns me. I don't want to spend the funds until I know what the standards are going to be for reporting.

**VOCA Representative, Virgin Islands** – We are beginning a program and would like to know the priorities before it starts. Do you know when we will hear about priorities for the funds?

**Maureen Henneberg, OJP** – OMB is going to be releasing the guidelines the week of June 15.

**VOCA Representative** – These are very general guidelines and apply to every federal grant program. When does OVC expect to release their guidance?

**Toni Thomas, OVC** – We will review the OMB guidance and develop our guidance as appropriate.

**Joye Frost, OVC** – The document we will receive cannot be reviewed in one day. We will try to release OVC guidance as soon as possible once the OMB guidance is available. It is something that is frustrating for us as well, and we are trying to work together with other federal agencies. Your point is well taken. The performance measures and the reporting requirements may indeed impact how you use the funding.

**Charles Moses, OGC** – We will be giving further guidance based on the OMB guidance, of course, but we have to remember that the money that you have was appropriated for you to run

or supplement your running of your state victim compensation program. Whatever guidance we may get from OMB and whatever future instructions we may provide to you, it is not going to do anything but to say that you have to use your money to implement your state programs as authorized by your state law for victim compensation payments. That's the bottom line. We will try to make the reporting go as easy and consistent as possible for you. But if you need the money to make a compensation payment, then that is what you need to do.

**VOCA Representative, Maine** – Earlier, people were talking about the 45-day reporting period and the July 10 date. Do we have an obligation to submit a report to OJP or OVC on July 10?

**Maureen Henneberg, OJP** – Regarding the 1512 requirement, a report is not required. The central reporting system will be available for the October 10<sup>th</sup> reporting. The plan is to have the system available 45 days prior to the due date. As a note of clarification, this did appear in the VOCA questions. There will be a separate Recovery Act site ([www.federalreporting.gov](http://www.federalreporting.gov)) to report this information, separate from GMS. The recovery.org folks are developing this site. OMB is responsible for providing guidance on this reporting, which is scheduled for release on June 15. OJP reporting will continue and financial reporting will also continue through GMS.

**VOCA Representative** – Is it safe to say that the reporting we do on July 10 will be zeros because we have not implemented anything?

**Maureen Henneberg, OJP** – There will not be reporting under 1512 on July 10; no reporting, not even zeros. OMB put that in the guidance because they were hoping to conduct a pilot reporting process. OMB is working on the guidance that lays out the recipient reporting and that will include the first reporting for October 10.

**Sarah Brice** – Does OMB or OJP continue to issue guidelines or conditions that are not necessarily consistent with the award we received? Should we be looking for inconsistencies? It appears that the answer for Question 3 would change with the change in forms.

**Charles Moses, OGC** – To make sure I understand your question, you were looking at the Grant Condition Number 19, which is the quarterly financial report. This is where we were discussing the SF269 form, due 45 days after the award date. There is another report due in October. These reports will continue. The new form will simply replace the SF269. As of October 1, the new form SF425 will be released.

**Sarah Brice** – I think the confusion might lie in the Special Condition 19, which refers to the fourth calendar quarter being October 1 through December 31. This is not consistent with the fiscal calendar, as this period would be the first quarter of the federal calendar. So the answer to Question 3 is inconsistent with Condition 19. Should this be changed?

**Charles Moses, OGC** – This is not an inconsistency. October to December is the first quarter for the first report and continuing thereafter the recipient will submit forms. The calendar and fiscal quarters are simply different expressions of the same period, not an inconsistency.

**VOCA Representative** – I wonder how many of the states on this call are still having difficulty registering with the grants.gov database (CCR). Will that affect reporting in the future?

**Maureen Henneberg, OJP** – Are others having problems registering with CCR? What is the timeframe for this difficulty?

**VOCA Representative, Virgin Islands** – We received an extension and tried to register this week.

**Brad Mitchell, OVC** – If that is in reference to a VOCA award, we can talk about this offline.

**Maureen Henneberg, OJP** – If people are having difficulty, please provide this information to your OVC program officer.

**VOCA Representative, New York** – I cannot complete the last step and started the registration months ago. I can complete every step up until the last one.

**Maureen Henneberg, OJP** – OVC can give us your contact information, and we will send it to our CCR contact person for assistance.

**Toni Thomas, OVC** – If there are no more questions, we will end our discussions. Thank you for participating.

## Appendix

### Victim Compensation Administrators Questions and Responses

- 1) **Question:** What Performance Measures will be required for stimulus grants?

**Answer:** Currently, we are awaiting guidance from OMB regarding the definition of jobs created and jobs retained. Until these definitions have been provided, we are unable to provide guidance on this matter. Further guidance is forthcoming.

- 2) **Question:** Where will Performance Measures be reported (GMS or some other place)? Will it be in the form of a pop-down screen (as we see now in GMS for some things), or a separate form, or an attachment?

**Answer:** A determination will be made based on forthcoming OMB guidance on recipient reporting as required under Section 1512 of the Recovery Act. The OMB guidance is scheduled to be issued the week of June 15th.

- 3) **Question:** Will the new replacement SF269 form referenced in the grant documents be completed through GMS?

**Answer:** The new financial form will be used by grantees beginning with the first quarter of FY10 (October 1, 2009 through December 31, 2009). The new form will be completed and submitted through GMS.