

Q&A 2024 Grant Award Workshop

Plenary Session

September 19th, 2024

Questions and Answers

Q. When will the RFA for VOCA grants be released, so we can begin prepping?

A. The VOCA RFA will be released, along with most other GCC funding sources on October 30, 2024, on our website.

Q. So for clarification, the funding cut will be reflective in the 2025-26 allocations?

A. Correct 2025-2026 VOCA awards will be affected.

Q. If we are a state agency and the legislative pay raises go through (and were anticipated in our original application), do we still need a document from our Board and submit that as a budget change request?

A. No, not if the budget already reflects the legislative increase. This requirement for Board approval is for nonprofits.

Q. I might have missed it but did the requirement say that salary increases must be approved by the state?

A. No, salary increases for nonprofits must be approved by the Agency's Board and all staff should be eligible per the agency policy, i.e. across the board raises per policy and merit raises per a merit policy.

Q. Can we use payroll registers instead of pay stubs if it shows all of the same information?

A. Yes, you can use payroll registers and a payroll journal.

Q. If the board approves a salary increase process (example - 3% for cost of living and up to an additional 3% merit) is this acceptable or are they supposed to approve each individual's pay raise?

A. Yes, the board approval is acceptable showing all increases are across the board for all staff.

Q. Our increases are included in the new FY budget that goes before the board for approval. This approval is for the entire year. Each increase goes into effect on the anniversary date for each employee. Does this mean that if an employee timesheet reflects the raise, we have to go before the

board to obtain the approval or can we upload a copy of the board minutes from the meeting the board approved the increases for the new FY?

A. Yes, upload the Board Minutes when you submit the reimbursement claim that shows salary increases.

Q. Will all these documents be sent out to us or are they on the website?

A. All forms are on the GCC Website- <https://www.ncdps.gov/about-dps/boards-and-commissions/governors-crime-commission/criminal-justice-grants/grant-forms#Post-Award-1725>

Q. Re: Contracts: if contracts were approved for the first year of a 2-year project, do they need to be re-submitted for Year 2?

A. If the contract submitted initially covers the Agreement's entire POP (period of performance), meaning both years, then no. If not, then yes, they will need to be submitted to GCC cover the 2nd Year's Period of Performance.

Q. Does this apply to software leases as contracts?

A. No, this applies to therapy and medical services contracts. Software leases or any kind of lease should cover the POP of the Agreement. If the contract ends before the POP expires and you plan to enter a new contract, then yes this would need to be reviewed by GCC prior to execution.

Q. If you are a state agency and are purchasing items off a State Term Contract that are greater than \$10K, this doesn't require 3 quotes because the terms, conditions and price have already been settled between the vendor and the State. How is this best handled?

A. You may simply submit the State Approval Contract for the Vendor.

Q. I received word for our state director that there was an extension, but I have yet to have notification from GCC. When is this to be expected? I'm a CAC Director.

A. Extensions are being granted for CVS VOCA 2022 projects ending 9/30/24 and VAWA 2023 projects ending 9/30/2024. There will be another extension for Basics (only) for the 10/1/25-9/30/26 period of performance. More information about how that will be done in the EBS system will come much later in 2025.

Q. Where can we find the recording of the meeting and PowerPoint for reference?

A. The event recording and PowerPoints will be available on the GCC website in the coming days.

Q. For contractual expenses, some contracts are not based on units of time. Projects that support digitization of files are billed per image scanned, software licenses are often billed according to number of users, etc. Can the portal be programmed to offer this exception, for contracts that do not involve hourly rates? Our workaround has been to budget these items in other categories, but these are contractual agreements. I can work with my program manager on this, but I think the point needs to be made that not all contracts are billed by the hour or by the day.

A. The EBS portal cannot be programmed to offer an exception. Costs should be charged to the proper line item and category on the approved budget. A total contract amount may be approved, contact your grants administrator to review the contract and determined how the costs will be charged to the approved budget. Note that EBS no longer contains unit costs. The unit costs, whichever is used in the contract can be noted in a narrative sentence in the budget detail page under “description”.

Q. So let’s say I got materials off of amazon and the individual amounts are not 5000 however the total invoice is 5000+. Does this mean I would fill out the equipment form and claim the supplies under equipment?


A. You will need to follow Federal and Local procurement policies for combined total of equipment. This only applies if the materials are all the same, for example all computers that total \$10,000+. Keep in mind equipment amount raised to 10K on October 1, 2024.

Budget Category: Equipment

- ▶ Per the federal government: Equipment is defined as any durable item with a useful life of more than one year and costing more than \$5,000 per unit
- ▶ Nevertheless, agencies have to follow their written procurement or purchasing policies

Below is a sample table listing equipment to be purchased

Equipment	Unit Cost	Number of Units	Estimated Cost
Copier/Scanner/Fax Machine	\$5,500.00	2	\$11,000.00
Total Estimated Cost			\$11,000.00

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Q. If we have a match waiver on our project, does it cover the entire POP, or will we have to apply again for Year 2?

A. Yes, it covers the entire POP.

Q. For clarification - if a staff person is funded with three grant contracts, one of which is GCC, one is a federal grant and one is a local foundation, we would only count the local foundation portion as match correct?

A. Yes, match must be from nonfederal sources, so the other federal grant is not allowed to be used as match. The match can be satisfied with the time worked with the funds from the local foundation as long as the work is the same and/or directly related to the GCC program activities..