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EXECUTIVE 405-264-5000 FAX 405-264-5099	FINANCE 405-264-5004 405-264-5099	GRANTS 405-264-5008 405-264-5099	VICTIMS 405-264-5006 405-264-5097	IT 405-264-5002 405-264-5099	TRAINING 405-264-5000 405-264-5099	UVED 405-264-5010 405-264-5099
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VOCA Match Waiver Policy
Implementation Date: August 2, 2024

Blanket Match Waiver

1. Implementation of Match Waiver: SAAs have the authority per the VOCA Fix Act to implement a blanket waiver as needed for appropriate management of VOCA Assistance award funds.
 - a. The DAC will submit the Match Waiver spreadsheet, using the OVC template, showing all active waivers approved in a federal fiscal year, no later than 90 days after the fiscal year end.
 - b. The VOCA Assistance Blanket Match Waiver policy will be approved and signed by the DAC Director of Victims Services.
2. Due to significant budget cuts to the VOCA grant, it has been determined there are practical and/or logistical obstacles as well as local resource constraints for subgrantees to provide Match for the 2024 Grant Cycle. After not requiring Match for the past 3 years due to the National Pandemic Emergency and significant budget cuts to the 2024 Grants, it has been determined that the circumstances justify a Match Waiver.
3. The DAC i.e. VOCA Board will reevaluate the continuation of the Blanket Match Waiver in the 2025 Grant Cycle.

Individual Subgrantee Match Waiver

During non-emergency times, the policy of the District Attorneys Council (DAC) and the VOCA Board is to encourage VOCA subrecipients to meet matching requirements. The DAC VOCA grant staff provides appropriate monitoring of compliance with matching requirements throughout the subaward period.

Match waivers, both in full and in part, are required to be justified at the time the VOCA grant application is submitted. Should a match waiver be requested in full or in part, the VOCA applicant must answer the following questions before a match waiver will be considered:

1. How is the grant currently being matched?
2. What extenuating circumstances exist that impede the organization's ability to partially or fully match the VOCA grant funds requested?
3. Has the organization considered all possible options for meeting the match with in-kind and cash sources that are not being used as match on another federal grant?
4. What methods has the organization used to consider all possible options for meeting the match requirements?
5. What steps does the organization plan to take in order to be able to meet the match requirement in the future?
6. If a match waiver is approved, does the organization anticipate this is an one-time request or are there extenuating circumstances that will require a waiver request next year?
7. How would the denial of a match waiver impact the VOCA project?
8. Would the program have to decline all or part of the grant award if a match waiver is not granted?

The VOCA staff reviews the answers during the application review process and makes a recommendation to the VOCA Board prior to awarding grant funds. The VOCA Board determines whether to grant a partial or full match waiver at the annual awards meeting.

Match waivers, whether partial or full, must be well justified by the applicant. The VOCA Board will consider the following when deciding whether to approve a match waiver request:

1. practical and/or logistical obstacles to providing match (*e.g.*, public agencies that do not engage in private fundraising and may have limitations on soliciting contributing funds);
2. local resource constraints (*e.g.*, rural community with limited local funding availability or volunteer capacity);
3. increases to VOCA funding where local funding availability has not increased to the same degree;
4. past ability to provide match - The DAC and OVC generally expects subrecipients to provide at least the same dollar amount of match it provided during the grant year immediately preceding the year of the waiver request unless a change in circumstances justifies a lower amount.

Once the grant is awarded and a match waiver is approved, a match waiver determination notice will be uploaded to the respective grant into the *OKGrants System* in the *Uploads* section. The match waiver determination notice will contain the following:

1. a brief description of the project/services provided by subrecipient;
2. the justification (consistent with the considerations under the applicable waiver guidance);
3. the scope of the waiver, and waiver amount (unless specified otherwise by the DAC, the waiver amount should create an equivalent match waiver percentage to be applied should the project budget change); and
4. the DAC approval of the waiver request for the reasons set out in the determination.

Waivers will only be applicable for the duration of the subrecipient's project (i.e. not in perpetuity)

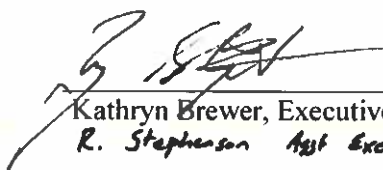
The DAC will submit the match waiver determinations to OVC via a GAM in JustGrants, within 30 days of approval. Determinations will be submitted, in bulk, to the appropriate federal award that is being used to fund the subgrant containing the match waiver.

The DAC will submit the match waiver spreadsheet, using the OVC template, showing all active waivers approved in a federal fiscal year, no later than 120 days after the fiscal year end.

The DAC agrees to apply the approved match waiver percentage in (or derived from) the original waiver request to a subrecipient's modified budget to determine the new match waiver dollar amount.

All match waivers must be approved and signed by the DAC Director of Victims Services.

This Match Waiver Policy has been adopted this August 2, of 2024.


Kathryn Brewer, Executive Director
R. Stephenson, Asst Exec Director


Brian Hendrix, Director of Victims Services

