



FY27 Victim and Survivor Services (VSS) Grant Application

Questions & Answers

Updated 10/28/25

Intent to Apply

Q: Is the FY27 VSS Intent to Apply on eGrants the same as filling out the Call for Grant Applications (CGA) on COMMBUYS?

A: Completion of the application must be done through MOVA's eGrants website. The intent to Apply can be found there. The Call for Grant Applications is the document which outlines this procurement process.

Q: Is the letter of intent the same as the intent to apply?

A: Correct. The letter of intent is also known as the intent to apply.

Q: How do we submit the letter of intent or navigate from the first page to the rest of the required information for the letter of intent?

A: There is only one page for the letter of intent. Fill out and save. Submit by clicking Submit Letter of Intent from the Status Options in the lefthand blue panel.

Q: Can consultants complete the Letter of Intent?

A: It depends on the organization's needs. There is nothing in the CGA that says they cannot.

Funding Considerations and Evaluation Criteria

Q: Is there a certain percentage of the available funds that will be allotted to specific types of victimizations? For example, a percent of the funding identified for child victims of crime.

A: Yes, federal funding requires that we allocate at least 10% of our annual Victims of Crime Act (VOCA) award to each of the following categories: sexual assault, child abuse, domestic violence, and previously underserved victimization types or populations.

Q: Does the size of the non-profit applying make a difference when being considered for a grant?

A: We encourage you to review our review process criteria on pages 17-18 in the CGA.



Q: Will decisions be made based on geographical location of agencies doing similar work? In other words, do you imagine awarding more than one grant in the same geographical area?

A: We encourage you to review our review process criteria on pages 17-18 in the CGA.

Q: Are there geographic funding priorities in the state?

A: As outlined in the Funding Objectives section of the CGA, MOVA will be considering supporting programming that operates across the geography of the Commonwealth. In addition, direct services for victims and survivors of crime that reach populations, communities, and/or geographic areas that have been historically, or are currently, underserved.

Q: Can you clarify the priority category: "victims involved in the justice system?" Does this refer to victims who have reported their own victimization and involved in a criminal case for example or victims who have a history of incarceration, for example, related to their own substance use?

A: This priority category refers to survivors who are involved in the criminal legal system to address impact of the victimization/crime they have experienced, however, serving people who are incarcerated or have a history of incarceration is allowable under VSS awards.

Q: What is the process for external/peer reviewers?

A: MOVA released a call for peer reviewers earlier in the application process. Interested parties submitted a questionnaire and MOVA is in the process of selecting peer reviewers to ensure a diverse and reflective reviewer pool. The questionnaire was closed on October 17th and any new applicants will be added to a waitlist. If your organization is applying for FY27 VSS funding, you would still be eligible to be a peer reviewer as MOVA will complete a conflict of interest review with all peer reviewers.

Budgets and Funding Availability

Q: Is there an amount that you recommend we apply for?

A: MOVA recommends that you apply for essential costs that are reasonable and necessary to provide direct victim services. The average FY26 VSS award amount was \$390k. We encourage you to review the CGA for evaluation criteria and stated priorities.

Q: Will there be a cap on how much funding we can ask for?



A: There is not a stated cap. MOVA recommends that you apply for essential costs that are reasonable and necessary to provide direct victim services. We encourage you to review the CGA for evaluation criteria and stated priorities.

Q: Is there a minimum award amount an applicant must request?

A: There is not a minimum amount an applicant must request.

Q: Given the "average" award amount expected - does that indicate that any previous grantees with larger amounts should not request level funding?

A: No, it does not necessarily indicate that. The average grant award amount was provided as a point of reference and information. We ask applicants to request reasonable and necessary costs to support the victim services your organization provides. However, overall funding availability for FY27 grant awards is lower than FY26 grant awards so the application process will be competitive.

Q: How much funding is currently available compared to FY26?

A: In FY26, MOVA's grant award budget is slightly over \$40 million. Currently, the available funding for grant awards in FY27 is ~\$30 million. If more funding becomes available, this amount may change.

Q: Can you explain the reasoning for the VSS fiscal year of 2024, but the awards are in 2025 for spending in 2026 and 2027?

A: We typically run our procurement processes in the fall and early winter for the subsequent fiscal year. While it is calendar year 2025, we are currently in our fiscal year 2026 which runs July 1, 2025-July 30, 2026, and we are procuring for the next fiscal year (2027) which will run from July 1, 2026-June 30, 2027.

Contractor Authorized Signatory Listing (CASL) Form and Letter of Support from Organizational Leadership

Q: Where do we find the Contractor Authorized Signatory Listing (CASL) form?

A: The CASL is available for download in the contact information section of eGrants. Navigate to the Contact Information section (under your name in the upper righthand corner, click on Profile). In the lefthand menu, click on Contact Information. Complete the Contact Information and at the bottom of the section you will see the Authorized Signatory heading for the CASL form.



Q: If we are currently funded and the information in our Contact Information is accurate and up to date, do we need to re-submit the Contractor Authorized Signatory Listing (CASL)? Do we need to submit a new signatory form if there have been no changes since last submitted?

A: If the form was submitted for FY26 and accepted, a new CASL form is not required. Ensure that the authorized signatory listed in eGrants is still accurate.

Q: With regard to the required “Letter of Support from Organization Leadership,” can you clarify the “organizational leadership” who needs to sign that letter? Specifically, if an organization is a 501(c)3 nonprofit with a Board of Directors, must the letter be signed by the BOD, or should it be signed by the organization’s Executive Director - or both? If the letter must be signed by the Board, do we need signatures for all Board members or is the Board Chair/President sufficient?

A: If the organization has a board, it should be signed by the board. It does not need to include signatures from all board members, the board chair/president is sufficient.

Q: Can a consultant complete the intent to apply, the majority of the application and be the person identified on the Contractor Authorized Signatory Listing (CASL)?

A: It may be acceptable for a consultant to complete the letter of intent and application. However, it may depend for the CASL. Only the authorized signatory of the organization may complete the CASL form. Typically, this is an Executive Director, CEO, President, etc.

Q: For the letter of support from organizational leadership, we need to state that we agree to the terms and conditions of the VSS grant. Where can we find these?

A: We suggest reviewing MOVA’s Grants Policies and Procedures. <https://www.mass.gov/info-details/policies-and-procedures>.

Application Components

Q: Can we submit more than one VSS application?

A: No. Organizations should include all proposed programming under one application.

Q: What will be different for currently funded organizations versus new organizations?

A: The same application process and evaluation criteria will be applied to all applicants. For currently funded applicants, history of grant funding reversion will also be considered.

Q: The Organizational Questionnaire (Q22a) asks about staff vacancies. Is Q22a asking about the whole organization or our VSS funded program?



A: Q22 is only asking about any vacancies that would impact the VSS application. The text from the question is as follows: *Have any grant-funded staff positions been vacant within the past year? (select no if applying for this grant for the first time and/or if the vacant positions are new positions in FY27)*. For example, if you are applying for a position and the position is vacant, you would answer yes, unless it is a new position that would not be filled without the receipt of a FY27 VSS award.

Q: In the past the application has required submission of job descriptions, org charts, logic models but I don't see where those are asked about in the application. Are those still required or only during contracting?

A: Job descriptions, org charts, and logic models are not required with the FY27 VSS application. Such documents may be requested during contracting for successful applicants. Contracting information will be shared with successful applicants in the Spring.

Q: Are we expected to provide information on victimization and main types of services categories?

A: Yes, that type of information will be included within the Application Questions section of the application on eGrants.

Q: Do we need to submit separate applications if we provide two discreet programs?

A: An organization should submit only one application. Your application can encompass these two programs.

Q: In eGrants, the due date for submitting the Victim and Survivor Services (VSS) application is listed as 11/3 on our front page. Is this a mistake? Also, is the SAFEPLAN renewal application deadline also 12/3?

A: The intent to apply form is due 11/3. The SAFEPLAN and VSS applications are both due 12/3.

Q: Will a logic model be required?

A: A logic model will not be required. All materials required for the application phase of FY27 VSS awards are outlined in eGrants and the CGA.

Q: Will there be an option for adding supporting documents in application?

A: Applicants will only be able to upload/include information that is requested within the application. Additional/supportive information should not be submitted and will not be reviewed by MOVA.

Eligibility

Q: Will it be possible for organizations which provide direct victim services to apply under a fiscal sponsor?

A: Organizations can apply with a fiscal sponsor. The victim service organization would be the applicant, and the fiscal sponsor would function as a sub-contract under the victim service organization.

Q: Can organizations who receive Civil Legal Aid for Victims of Crime (CLAVC) funding apply for the FY27 VSS open bid?

A: Yes, if your organization is eligible, you may apply for VSS funding in addition to your CLAVC funding.

Allowable Costs and Services

Q: Is it allowable for services to be provided to individuals who are incarcerated?

A: Yes, as long as the services are provided to victims and survivors of crime and are focused on responding to emotional, psychological, and physical needs arising from the victimization(s).

Q: Sometimes survivors of human trafficking have charges against them related to substance use, for example. Is it allowable to accompany survivors to court when the charges are (against) the survivor?

A: While funded services should be focused on addressing the victimization and providing support related to the victimization, we acknowledge that there are times when charges have been made against the survivor that are related to the victimization. If you have questions about allowability of a specific service, please reach out to MOVA to discuss allowability.

Q: Is there an indirect rate that can be applied to budget expenses?

A: Yes, you may elect to use the de minimis indirect rate (up to 15%) if you do not have and are not negotiating a federally approved rate. You can also include a current federally approved indirect rate or request to negotiate an indirect rate with MOVA. An indirect rate negotiation with MOVA includes the submission of financial information that supports the indirect rate requested.

Q: Are relocation assistance costs such as moving services allowable?

A: Yes. Relocation assistance is allowable, provided it is needed as the result of a crime.



Q: Are housing stabilization costs such as paying someone's rent for a month, or paying a utility bill to assist survivors with their home stability allowable?

A: Costs related to housing stabilization (such as utility assistance or monthly rent) are generally allowable. These costs are allowable if responding to needs resulting from a crime. More details are included in the MOVA Grants Policies and Procedures Manual. <https://www.mass.gov/info-details/policies-and-procedures>.

Q: Since cash cannot be given out directly to participants, does that also include gift cards?

A: Gift cards are allowable provided they are intended to address needs resulting from the crime experienced. More details are included in the MOVA Grants Policies and Procedures Manual. <https://www.mass.gov/info-details/policies-and-procedures>.

Q: Can you talk more about outreach and/or education vs. prevention?

A: The intention of Victim and Survivor Services (VSS) funding is to provide direct services to victims and survivors of crime. If you are doing an activity to increase knowledge about the direct services provided by your organization, that is allowable. If the goal of the activity is solely prevention, or education to prevent crime, that would not be allowable under a VSS award.

Q: Would education/outreach staff who provide education in schools to prevent domestic violence be considered prevention or would it be allowable?

A: It would be allowable as long as you are including an outreach component which creates awareness of the services available.

Q: Victims of domestic violence go through intense and costly attorney fees due to the abuser dragging out the process for the continued power of many subjects. Is providing assistance for attorney fees for domestic violence victims allowable?

A: Legal assistance related to the victimization that is reasonably necessary is allowable. This includes services that help victims navigate the legal system such as:

- Assistance with immigration, legal documents, guardianship, divorce, and custody issues that protect a victim's safety, privacy or other interests.
- Services, other than criminal defense, that help victims assert their rights in a court case.
- Assistance with motions to vacate or remove a conviction from the court record, or similar actions where allowed, based on a person being a crime victim.



- Civil actions, other than tort actions, that are reasonably necessary as a direct result of the crime.
- Funds to pay for lodging and meals for victims and their families so they can attend court.

Q: What is considered an administrative cost, as opposed to a direct cost?

A: A direct cost is a cost related to the provision of direct services to victims or survivors of crime (such as an advocate position's salary and fringe costs) and administrative costs are those that support your organization in the provision of direct services (such as office supplies, office utility costs, etc).

Q: It is noted that crime prevention is an unallowable cost. Can you provide examples of what that would be?

A: Primary prevention is unallowable - this is intervention before a crime occurs. An example of this would be an educational campaign to prevent a certain type of crime (drunk driving, for example) or to prevent individuals from becoming crime victims.

Q: Can our organization apply for two types of services under the one application? For example, we would like to apply for a service we currently provide and for a new legal service that we have a need for.

A: There is no limit to the type of services you can apply for within a grant application provided that they are all allowable service types as outlined in the CGA.

Q: Are staffing hours that support financial and programmatic administrative tasks necessary to oversee grant tasks such as data reporting, preparation and submission of expense reports, etc. allowable?

A: Yes, applicants can include administrative position costs in the budget that are necessary for the provision of direct services to victims and survivors of crime.

Q: Is it ok to request funds to pay for services provided by a grant writer that helped my organization to apply for this grant?

A: No, MOVA cannot pay for grant writers.

Grant Requirements

Q: What are the monthly expense and quarterly data reporting requirements?



A: Monthly expense reports will be submitted to MOVA via eGrants and will be due on the 30th of every month following the close of the monthly expense period. Performance data reporting will occur quarterly and will be due on the 30th of the month following the end of the quarter. Data collection information can be found in the [MOVA Data and Performance Reporting Guide](#).

Q: If we are offering some services that don't track demographics for those services, even if they are serving victims of crime, could those services still be covered?

A: Some information about funded services and participating individuals collected in quarterly performance reports is optional and some information is required. If you do not have demographic information about a participating individual, there is an option to select "anonymous" that can be used. More information about data reporting can be found in the [MOVA Data and Performance Reporting Guide](#).

Q: Is match funding required for the VSS grant opportunity?

A: The match requirement has been waived for this grant opportunity. We encourage acceptance of this waiver. However, you can choose to opt out of the match waiver if your organization feels there is benefit in reporting a match contribution. More information about match and match waivers is available on [MOVA's website](#).

Q: Are there any additional funding sources (foundations, Department of Public Health, etc) that supplements/supports the program's full budget that is not allowable under MOVA/VOCA requirements?

A: All sources of match should be non-federal in origin.

Q: If the organization as a whole has other programs that receive federal funding, but it is not used for the specific VSS funded program, is that allowable?

A: Applicants are allowed to receive additional federal funds. The only provision related to federal funds is that they cannot be used as a source of match. We do encourage all applicants to accept the match waiver if it makes sense for their organization. If you are opting out of the match waiver, the items that you will identify to be used as match in your VSS budget cannot be supported by federal dollars. They may be supported by state or local dollars, donations, fundraising, or be an in-kind match.

Q: Do services provided by volunteers qualify as direct services?

A: Direct services are defined as those that respond to the emotional, psychological, and physical needs of crime victims; assist crime survivors to stabilize their lives after a



victimization; assist crime survivors to understand and participate in the criminal justice system; restore a measure of safety and security to crime survivors. See page 7 of the CGA for more information.

Other

Q: If multiple organizations provide the same program under their umbrellas, they can collaborate on an application?

A: Yes, this is possible. There would be a lead applicant and "sub-contracts" for organizations offering services under the application.

Q: How do collaborative partners request reimbursement - is it one partner as fiscal agent?

A: Collaborative applications would have to identify one lead applicant.

Q: Do you recommend we coordinate with other agencies in our region so we do not overlap with each other? Are collaborative applications more competitive?

A: This is a decision that would have to be made by the applying organization. MOVA will be considering collaborative approaches to the provision of services, but coordinated/collaborative applications are not required.

Q: What, if any, impacts might the current administration have on this funding or procurement?

A: MOVA is committed to supporting all victims and survivors of crime, including through funding opportunities. We will continue to share any information we have regarding grant conditions or restrictions as they become available.

Q: Are we using Federal "language" as we are in Federal Applications?

A: While Victims of Crime Act (VOCA) funding is federal money, MOVA reviews and awards all grants independently. Applicants should use language they feel comfortable with that reflects their organization and services.

Q: How does reimbursement and receiving funds from MOVA work?

A: Grantees are required to submit monthly expense reports on eGrants that reflect costs that were incurred the previous month, including backup documentation. MOVA reimburses within 45 days of receiving an error-free submission.

eGrants & Technical Assistance



Q: There will be 4 different people inputting information into eGrants for our application. Is that acceptable?

A: Yes, it is. Ensure those users have Agency Administrator or Application Submitter roles.

Q: As we go along and work on completing the application who do we contact to help solve questions?

A: Email MOVAGrants@mass.gov.

Q: Can information from our current grant be directly copied into the system?

A: As this is an open and competitive bid, a new application will have to be completed for each applicant. If you have completed previous applications via eGrants, you do always have access to your previous application information if you would like to copy over any of the information.

Q: In eGrants, the Letter of Intent shows that it is due on December 3rd and the application shows that it is due on November 3rd, but the dates are opposite in the CGA. Which are true?

A: Thank you for calling this to our attention! The due dates in eGrants have been updated to be accurate. The Letter of Intent is due on 11/3, and the application is due on 12/2 at noon EST.

Q: In eGrants, I have the Application Submitter role and while I am able to fill out and save the Letter of Intent, I do not have the option to change the status to submitted. How do I move forward?

A: It seems as if the Application Submitter role did not have the correct permissions to submit. While this is being fixed on the back end, MOVA can temporarily assign the Agency Administrator role to your user for the Letter of Intent so you can submit. Contact movagrants@mass.gov if you need assistance.

Q: In the Salary and Fringe budget forms, if I do not know the name of a staff person yet (because they are not hired), what should I put?

A: Putting "New Hire" in the Employee Name columns suffices.

Q: Is there a word limit for each question in the Organizational Questionnaire?

A: The majority of the questions are yes/no or uploads. If there is a textbox, eGrants will show you if there is a character limit.

