

Issue Date: April 2024

Revised Date:

Subrecipient Volunteer Waiver Request and Approval Info Sheet

What is the Required Use of Volunteers for MOVA Grant Subrecipients?

- [VOCA Rule](#) § 94.113 Use of volunteers, community efforts, compensation assistance
- [MOVA's Grant Sub-recipient Policies and Procedures Manual](#)

To be eligible to receive grant funds from MOVA, subrecipients must use volunteers/unpaid staff within the funded agency to support the provision of services to victims of crime. Volunteer/unpaid staff duties may include direct service or administrative tasks as they relate to the MOVA funded program, services, or activities. While MOVA may use state and/or federal funds to support a grant award, the use of volunteers is a requirement for all subrecipients of all grants administered by MOVA, unless specified otherwise. Subrecipients are required to use volunteers "unless and to the extent the chief executive [MOVA] determines that compelling reasons exist to waive this requirement." [42 U.S.C. 10603 (b) (1) (C)].

"Compelling reasons" are defined by The Office for Victims of Crime (OVC) Guidelines as the following:

1. A statutory or contractual provision concerning liability or confidentiality of counselor/victim information, which bars volunteers for certain positions; OR
2. The inability to recruit and maintain volunteers after a sustained and aggressive effort.

Waiver Request and Review Procedure Overview:

MOVA reserves the right to waive this requirement, provided that the subrecipient submits written documentation of its efforts to recruit and maintain volunteers, or otherwise demonstrates why circumstances prohibit the use of volunteers.

Upon subrecipient request, at any point in the grant cycle, MOVA may consider a volunteer waiver request. In order to make this request, a subrecipient must complete the following steps:

- Subrecipient must complete and submit the Subrecipient Volunteer Waiver Request Form via [eGrants](#).
- The MOVA Program Coordinator, and other MOVA grants staff as needed, will review the request to ensure it includes the information requested in the form along with a written justification which includes a compelling reason in which to approve the waiver request.
- The agency will be updated on MOVA's determination within the request form in eGrants.