



**GRANTS MANAGEMENT MEMORANDUM
VSB 2021-22-16**

Date: August 12, 2021

To: **Domestic Violence Housing First (XD) Program Subrecipients**

From: Cal OES Grants Management, Victim Services Branch (VSB)

Subject: Fiscal Year (FY) 2021-22 – Changes to your XD Program

On March 11, 2021, President Biden signed into law the American Rescue Plan (ARP) Act of 2021, a \$1.9 trillion economic stimulus bill designed to speed up America's recovery from the economic and health effects of the COVID-19 pandemic. With the passage of this bill, the Family Violence Prevention and Services Act (FVPA) received a historic investment in domestic violence shelters, supportive services, tribes, and culturally specific programs.

In response to the ARP, CalOES will be augmenting the XD Program in the amount of \$65,000 per Subrecipient with FVPA ARP funds. Each Subrecipient will be required to utilize up to \$57,270 of that amount for Shelter and Supportive Services, and at a minimum, \$7,730 must be used towards Prevention Activities. In addition:

- Cal OES will be extending the XD Program's performance period end date from 12/31/2021 to 12/31/2022; there will be no RFA released for FY 2021-22.
- Ongoing funding that would have been allocated through the FY 2021-22 XD Program RFA will also be augmented through this amendment.
- The revised XD Program funding chart, showing the individual funding and match amounts per fund source, is provided in Attachment A.
- FVPA ARP funds can be used for expenses related to COVID-19 from 3/1/2021 to the end of your new performance period of 12/31/2022.
- **Please note that this is the final grant cycle for the XD Program. The VSB will release a Request for Proposal for the XD Program for FY 2022-23. Subrecipients will be competitively selected for this next grant cycle which will consist of five, 12-month performance periods, with the first beginning January 1, 2023.**

**XD PROGRAM GUIDELINES ARE HEREBY AMENDED TO INCORPORATE THE
FOLLOWING FVPA ARP CHANGES:**

1. **Source of Funds:**

The American Rescue Plan Family Violence Prevention and Services/Domestic Violence Shelter and Supportive Services Grant.

- The purpose of these supplemental funds is to prevent, prepare for, and respond to COVID-19. Within these parameters, Subrecipients have the flexibility to determine which services best support the needs of children and families experiencing family violence, domestic violence, and dating violence.
- There is no match required for these funds.
- Cal OES's four-digit code for this federal fund is FVPA.

2. **American Rescue Plan Program Components:**

Subrecipients can use these funds to provide shelter, temporary housing, supportive services, information, and assistance to adult and youth victims of family violence, domestic violence or dating violence, family and household members of such victims, and persons affected by the victimization. Allowable uses of these funds include:

- a. **PREVENTION** – Activities that assist domestic violence survivors by providing services, shelter options, and supplies which will reduce the exposure and risk of COVID-19.
- Outreach and education to local and domestic violence programs and tribes on strategies that reduce COVID-19 [transmission](#) using existing materials where available. Subrecipients must use materials from federal agencies and/or local public health departments.
 - Dissemination of [educational materials](#) and resources to local domestic programs, or within the Subrecipient's community, on precautions to [prevent](#), contain, or mitigate COVID-19 and other respiratory illnesses. Subrecipients are expected to use materials from federal agencies and or local public health departments.
 - Provision on a regular basis, of immediate shelter and related supportive services to adult youth and family violence, domestic violence, and their dependents, including paying for the operating and administrative expenses of the facilities for such shelter.

- FVPA ARP funds can be used to support:
 - Housing provisions including assistance locating safe and affordable housing and homelessness prevention services;
 - Rental subsidies;
 - Temporary refuge or lodging in individual units such as apartments (which are not required to be owned, operated, or leased by the XD Program);
 - Safe homes; and
 - Hotel or motel vouchers.
 - Provision of prevention services, including outreach to underserved populations to increase access to domestic violence services and reduce the exposure and risk of COVID-19.
 - Strengthening of partnerships with local and state public health authorities, local and state human services agencies, emergency services managers, health care providers, housing and homelessness services, culturally specific community-based organizations, tribes, and domestic violence programs to improve emergency operations and related outcomes for victims and their dependents.
- b. **Preparation** – Activities that include assessing the needs of survivors during the COVID-19 public health emergency. Activities that provide training, information, and assistance necessary to ensure the continuity of domestic violence services. Assessing the capacity of local domestic violence programs' and tribes' emergency operations plans and plans to address increased service needs of survivors and reduce the exposure and risk of COVID-19. Remote services continue to be allowable.
- Assessment of the capacity for Subrecipients to provide continuity of domestic violence services, including emergency operations plans, and plans to address increasing service demands, remote services operational capacity, potential provider closures, and staff unavailability due to illness, caretaking, or other reasons related to the COVID-19 public health emergency.
 - The review, update, and/or implementation of emergency operations plans to address the increase or shift in service demands, remote services operational capacity, potential provider closures, and staff unavailability due to illness, caretaking,

or other reasons related to the COVID-19 public health emergency.

- Activities to build capacity to provide core shelter and supportive services through flexible and survivor-centered approaches that are adaptable to changing program, community, and survivor needs (e.g., mobile advocacy, flexible funding, non-congregate sheltering options).
 - The development of safety plans, and supporting the efforts of victims of family, domestic violence, or dating violence to make decisions related to changing program community, and survivor needs (e.g., mobile advocacy, flexible funding, non-congregate sheltering options).
 - The provision of individual and group counseling, peer support groups, and referral to community-based services to assist family violence, and dating violence victims, and their dependents in recovering from the effects of the COVID-19 public health emergency.
 - Provision of services for children exposed to family violence, domestic violence, or dating violence, including age appropriate counseling, supportive services, and services for the non-abusing parent that support that parent's role as caregiver, which may, as appropriate, include services that work with the non-abusing parent and child together, during the COVID-19 public health emergency.
 - Enhancement of the Subrecipient's capacity to provide culturally and linguistically appropriate services during the COVID-19 pandemic public health emergency to address racial disparities exacerbated by the public health emergency.
- c. **Respond** – Activities and technical assistance for ensuring the continuity of domestic violence services during the COVID-19 public health crisis which includes responding to issues including adapting to fluctuating needs and circumstances. Remote services are allowable.
- Provision of services, training, technical assistance, and outreach to increase awareness of domestic violence, family violence, dating violence, and increase the accessibility of domestic violence, family violence, and dating violence services.
 - Provision of advocacy, case management services, and information and referral services concerning issues related to domestic violence, family violence, or dating violence intervention and prevention which includes:

1. Assistance with accessing related federal and state financial assistance programs;
2. Legal services and other advocacy to assist victims and their dependents in navigating court processes, including but not limited to, restraining orders, child custody, eviction, and domestic-violence related firearm removal;
3. Medical advocacy, including provision of referrals for appropriate health care services (including mental health and substance use services), but which shall not include reimbursement for any health care services;
4. Assistance locating and securing safe and affordable permanent housing and referrals to homelessness prevention services;
5. Provision of transportation, childcare, respite care, job training and employment services, financial literacy services and education, financial planning, and related economic empowerment services;
6. Parenting classes and other educational services for victims and their dependents;
7. Advocacy to assist victims with safely and effectively navigating human services systems and processes, including but not limited to, child welfare and child support enforcement services; and
8. Provision of direct crisis intervention services, including counseling, mobile advocacy, telehealth, peer support, and in-person assistance. Mobile advocacy allows advocates to work out in the community in order to support domestic violence survivors wherever it is safe and convenient for the survivor.

DOCUMENTS NEEDED TO AUGMENT AND EXTEND YOUR CURRENT XD GRANT

SUBAWARDS:

1. Grant Subaward Amendment Form (Cal OES [Form 2-213](#)) - this form will include fund amounts and fund sources and will be emailed to each Subrecipient directly from their assigned Program Specialist by September 20, 2021.
2. Grant Subaward Modification (Cal OES [Form 2-223](#)).
3. Revised budget pages to incorporate augmented funds and updated line items, and line-item descriptions:
 - Must include current allocations and augmented funds (FVPSA ARP funds and ongoing allocations)
 - VOCA funds require a cash and/or in-kind match equal to 20 percent of the total project cost. However, Subrecipients are required to submit a full match waiver.
 - **Subrecipients must submit the VOCA Match Waiver Request form with their amendment package. A separate match waiver is required for each VOCA fund source.** All sections of the form must be completed. Answers to questions 9 through 11 must be specific and unique to the Subrecipient and Program.
4. Brief narrative (2-4 pages) ([FORM 2-108](#)) describing how funds will be used to ensure the provision of direct supportive services, immediate shelter, and temporary housing is consistent with statutory purposes for victims of family, domestic, and dating violence and their dependents in relation to COVID-19. Please respond using the following categories:
 - **Prevent** – Discuss issues impacting your community/service area indicating the plan of action to assist survivors by providing supportive services and shelter options.
 - **Prepare** – Provide details on how your agency is assessing needs of survivors and your plans to address their needs to reduce the exposure and risk of COVID-19 to victims of family, domestic, and dating violence and their dependents.
 - **Respond** – Discuss your agency's plan of action to respond to survivor issues including how the response may change and how you plan to adapt to any fluctuating needs and circumstances.

5. Current System for Award Management (SAM) Verification
6. IRS Verification
7. Nonprofit Status Verification – CA Dept of Justice
8. Although not part of the amendment package, Subrecipients are required to update their OVC PMT SAR Report to reflect increased/decreased VOCA funds.