



**FISCAL YEAR 2024-25
CHILD SEXUAL ABUSE TRAINING & TECHNICAL ASSISTANCE (NC/SC)
PROGRAM SUPPLEMENTAL**

The provisions of this Program Supplemental provide the programmatic requirements and supersede previous Request for Applications and conflicting administrative and fiscal requirements in the [Subrecipient Handbook \(SRH\)](#). Applicants are strongly encouraged to review the SRH, which outlines the requirements that apply to Cal OES Victim Services Branch Grant Subawards, including a Glossary of Terms.

A. PREREQUISITES

Before the Grant Subaward performance period begins, Applicant must:

- **Not** have an exclusion record in SAM. An exclusion record in the SAM indicates that a contractor (agency) is listed in the (federal) government-wide system for debarment and suspension. An agency that is debarred or suspended is excluded from activities involving federal financial and nonfinancial assistance and benefits. [Check SAM status](#).
- Be registered with the California Department of Justice's Registry of Charitable Trusts with a "current," "exempt," or "pending" status (applies to non-profit organizations only). [Check non-profit status](#).
- Have a current registration on the IRS Tax Exempt Organization Search website (e.g., must not be on the Auto-Revocation List). If an Applicant is on the Auto-Revocation List, they must provide documentation that substantiates they have been reinstated. [Check IRS Status](#).

B. FUNDING INFORMATION

Funding is contingent upon availability of funds and passage of the 2024-25 State Budget Act.

Detailed information on all VS Branch federal fund sources can be found in the [VS Branch Federal Fund Information Guide](#). Applicants are **strongly encouraged** to review this document to familiarize themselves with the requirements for all fund sources that support this Program.

Applicable federal grant award numbers can be found on the Grant Subaward Face Sheet.

The Program is supported through the following funds:

1. Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program (Formula Grant Program)
 - Supports eligible crime victim assistance programs.
 - Requires the use of volunteers. Applicants with a compelling reason for not using volunteers must provide a justification in the Programmatic Narrative.
 - Requires a cash and/or in-kind match equal to 20 percent of the total project cost. Applicants may request a partial or full match waiver. To request a match waiver, Applicants must upload the VOCA Match Waiver Request Form in the Grants Central System as part of their application.
2. State General Fund/Child Sexual Abuse Prevention
 - Provided through the 2024 State Budget Act for the development of programs that provide innovative strategies and services which all ameliorate, reduce, and ultimately eliminate the trauma of child sexual abuse, as required by the Welfare and Institutions Code §18275.
 - There is no match requirement, however the Applicant must use these funds to meet the VOCA match requirement.

C. PROGRAMMATIC INFORMATION

1. Background Information/Program Description

The Program addresses the requirements of Welfare Institutions Code §18275 by funding training centers, one in Northern California (Northern Child Sexual Abuse and Technical Assistance Center) and one in Southern California (Southern Child Sexual Abuse and Technical Assistance Center). The training centers are responsible for developing training programs for interagency teams of service providers and

individual service providers throughout California, including law enforcement, social services, health care providers, and mental health providers. Service providers who receive the training will then provide the training in their communities.

The purpose of the Program is to provide training and technical assistance to service providers who work directly with child sexual abuse victims and other professionals who handle child sexual abuse cases.

2. Programmatic Components

a. Sexual Abuse Training and Technical Assistance Centers

Subrecipient must have two places of business, the Northern Child Sexual Abuse Training and Technical Assistance Center and the Southern Child Sexual Abuse Training and Technical Assistance Center. The Northern Child Sexual Abuse Training and Technical Assistance Center is responsible for a service area of 48 counties and the Southern Child Sexual Abuse Training and Technical Assistance is responsible for a service area of 10 counties.

b. Training

Subrecipient must:

- Provide training throughout California to interagency teams of service providers and individual service providers on sexual abuse issues that will be duplicated in the service providers' communities.
- Provide up to four Child Forensic Interview Training (CFIT) classes, two Multidisciplinary Team Response classes, two Specialized Training events, and 16 recorded webinars on various child sexual abuse training topics.
- Include training topics that cover the issues and needs of child sexual abuse victims with disabilities.
- Ensure training is culturally and linguistically competent.

- Provide course certification to meet licensing and/or continuing education needs of the attending professionals.
- Use training assessments that evaluate the trainers and the effectiveness of the training curriculum.

c. Training Audience

Subrecipient must:

- Provide training to therapists, child advocacy centers, law enforcement, service providers, county child protective service employees, and other professionals who work with child sexual abuse victims.
- Provide training in rural counties.

D. PROGRAM REPORTING REQUIREMENTS

Progress Reports serve as a record for the implementation of the Grant Subaward. Statistics for Progress Reports must be collected on a quarterly basis, even when reporting occurs less frequently. The following reports are required:

1. Cal OES Progress Reports

There are two Progress Reports required for the Program. See the chart below for report periods and due dates.

Report	Report Period	Due Date
1 st Report	October 1, 2024 – March 31, 2025	April 30, 2025
Final Report	April 1, 2025 – September 30, 2025	October 30, 2025

2. Office for Victims of Crime (OVC) Reports

There are two, on-line OVC reports Subrecipients will also need to complete:

a. Subgrant Award Report (SAR)

This on-line report must be completed by both the Subrecipient and Cal OES within 90 days of the beginning of the Grant

Subaward performance period. Cal OES will initiate access and the Subrecipient will have **60 days to complete** the remainder of the report in the OVC Performance Measurement Tool. Then, Cal OES will have 30 days to either approve the SAR, or work with the Subrecipient on corrections, and then approve the SAR.

b. Subgrantee Report

Subrecipients receiving Victims of Crime Act funds must complete this report no later than two weeks following the end of each federal fiscal year quarter. Subrecipients will report data directly into the OVC PMT database no later than the due dates listed, unless otherwise instructed by your Grants Analyst.

Report Period	Due Date (on or about)
October 1, 2024 – December 31, 2024	January 14, 2025
January 1, 2025 – March 31, 2025	April 14, 2025
April 14, 2025 – June 30, 2025	July 14, 2025
July 1, 2025 – September 30, 2025	October 14, 2025

*Exact dates will be provided by your Program Specialist at the end of each quarter.

For technical assistance, issues, or questions regarding the OVC PMT database, please contact the OVC PMT Help Desk at ovcpmt@csrincorporated.com or call toll-free (844) 884-2503.