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Introductions

- Name
- State or Territory
- How long have you been in your role?
- How long have you passed SASP through to the coalition?
Objectives

- Explore the state administrating agency’s role in passing through SASP funds to state/territorial sexual assault coalitions
- Explore questions to consider for a written agreement between the state administrating agency and the state/territorial sexual assault coalitions
Clear Expectations & Activities

- The state administrating agency should detail, in writing the expectations, responsibilities, and activities of how coalitions should administer the SASP funds.

- The state administrating agency may decide to retain some of the activities of administering SASP. These activities should be in writing for the coalition.
Essentially, the roles, responsibilities, and activities specific to administering SASP funds for both the state administering agency and the coalition should be in writing.
The written agreement should address the 5% administrative allowance.

- Does the state administering agency retain the entire 5%?
- Does the state/territorial sexual assault coalition receive the entire 5%?
- Is the 5% split evenly or some other way between the state administering agency and the state/territorial sexual assault coalition?
The written agreement should address the rationale for how the administrative allowance is divided.

The written agreement should address activities the administrative allowance can be used for by the state/territorial sexual assault coalition.

The administrative allowance must be used for administering the SASP funds.

Training and technical assistance are not allowable with the administrative allowance.
It is important to have an understood and timely process for either advancements or reimbursing the coalition, as they need to reimburse the programs in a timely manner so services for survivors are not interrupted.
What is your process for payment to the coalition?
Questions to Consider for a Written Agreement with the Coalition – Pre Award

- Who is responsible for crafting the RFP?
- Who is responsible for releasing the RFP?
- Who is responsible for conducting the pre-award risk assessments?
- Who has decision making power on awards?
Questions to Consider for a Written Agreement with the Coalition – Post Award

- What is the award making process?
- Who is responsible for executing contracts with the subgrantees?
- Who is responsible for reimbursing the subgrantees?
Questions to Consider for a Written Agreement with the Coalition – Sub-award Packets

- Who is responsible for ensuring that all necessary elements, as dictated by the Uniform Guidance, are included in subaward packets for local programs?

- Who is responsible for relaying the special conditions to the local programs?
Questions to Consider for a Written Agreement with the Coalition – Post Award

- Who is responsible for reviewing and approving reports and data submitted from subgrantees?
- Who is responsible for completing the report to OVW?
Questions to Consider for a Written Agreement with the Coalition – Post Award

- Who is responsible for programmatic monitoring?
- Who is responsible for financial monitoring?
- What forms and processes are used?
The answers to the questions above should be included in written agreement with the coalition.
What have you learned in passing through SASP? What questions came up today?
What tools or resources would be helpful as a pass through entity?
State administrating agencies should have a process for monitoring the coalition’s pass through policies, procedures, and processes.

State administrating agencies should conduct regular meetings with the coalition to specifically discuss SASP, evaluate how the pass through process is working, and adjust as needed.
Final Thoughts

- Administrators should be actively engaged with the coalition and the pass through process and knowledgeable about how SASP is being implemented.

- Even if SASP is passed through to the coalition, states and territories are ultimately responsible for the funding.
Questions?
Melissa Schmisek
Team Lead, Office on Violence Against Women
melissa.schmisek@usdoj.gov
202.305.1271

Elizabeth Bauer
SASP TA Specialist
515-104-8984
sasp@iowacasa.org

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