

- Hold the conference;
- Develop an assessment instrument, assess the conference, and make recommendations for subsequent technical assistance conferences; and
- Prepare a conference report that contains the assessment results and recommendations for future training conferences;

Project funds can be used to pay trainer and consultant fees and all other costs associated with the planning, delivery, and assessment of the conference.

Eligibility Requirements: In addition to the requirements of Sections VI–XI, applicants must demonstrate knowledge and experience in providing services to crime victims, knowledge of VOCA grant administration issues, experience in managing and developing training conferences, and organizational capability to manage the conference.

Selection Criteria: Each application will be evaluated based upon how well the proposal addresses the following criteria:

A. Understanding of goals and objectives: 10 points

The applicant's response to the stated project purpose, goals, and objectives is clearly understood and defined.

B. Project Strategy/Design: 25 points

The applicant's response is sound and constitutes an effective approach to meeting the stated goals and objectives of the project.

C. Implementation Plan: 25 points

The applicant's response is realistic and includes a detailed time/task line.

D. Organizational Capability: 20 points

A description of the applicant's management structure and previous experience with related efforts, the financial capability of the organization to carry out the project, and the documentation of the professional staff member's qualifications to perform the assigned tasks.

E. Budget: 20 points

The applicant's costs are reasonable, allowable, and cost effective for the proposed activities.

Award Period: 12 months.

Contact: Jeffrey Kerr, (202) 616–3581.

Regional Technical Assistance Meetings for State VOCA Administrators

Award Amount: \$5,000 to \$10,000 will be available per conference, not to exceed a total of \$25,000 for FY 95 and \$25,000 for FY 96.

Purpose: To encourage and support regional training and technical

assistance meetings for state VOCA compensation and assistance administrators.

Background: Many factors affect the delivery of quality services to crime victims. Often these factors reflect regional influences. OVC is committed to supporting states that wish to hold regional conferences to address mutual state concerns and needs. OVC will support regional meetings of state compensation and assistance administrators by accepting proposals from state administrators who will plan, coordinate, and implement a regional conference to further the implementation of the VOCA formula grant programs and services to crime victims.

Goal: To support a number of regional state VOCA administrators' conferences, which will address the training and information needs.

Objectives:

- To survey compensation and/or assistance state VOCA administrators within the region to identify technical assistance needs;
- To develop a plan for delivering a one or two day training and technical assistance based on the results of the survey;
- To develop a curriculum with an agenda, lesson plans, and training materials and resources; and
- To convene the conference, which may focus exclusively on victim assistance, victim compensation, or a combination of the two.

Program Strategy: This solicitation invites applications from state administrators of VOCA compensation and assistance grants only to hold regional technical assistance conferences. The conferences will be held during the 1995 and 1996 calendar years.

Federal funds will be used to support coordination, materials, meeting space, consultants, and other costs associated with the planning, delivering, and assessing each conference. Specific tasks include:

- To identify and retain trainers and technical experts for all programmatic and financial sessions;
- To develop an assessment instrument and assess the conference; and
- To prepare a conference report that contains the assessment findings and recommendations for future conferences.

Eligibility Requirements: Applications will be accepted from state VOCA administrators. In addition to the requirements of Sections VI–XI, applicants must demonstrate experience in managing and developing training

conferences and the organizational capability to manage the conference.

Selection Criteria: Each application will be evaluated based on how well the proposal addresses the following criteria:

A. Understanding of goals and objectives: 10 points

The applicant's response to the stated project purpose, goals, and objectives is clearly understood and defined.

B. Project Strategy/Design: 25 points

The applicant's response is sound and constitutes an effective approach to meeting the stated goals and objectives of the project.

C. Implementation Plan: 25 points

The applicant's response is realistic and includes a detailed time/task line.

D. Organizational Capability: 20 points

A description of the applicant's management structure and previous experience with related efforts, the overall capability of the applicant to carry out the project, and the documentation of the professional staff member's qualifications to perform the assigned tasks.

E. Budget: 20 points

The applicant's costs are reasonable, allowable, and cost effective for the proposed activities.

Award Period: 18 months.

Contact: Contact the OVC program specialist assigned to monitor the state's VOCA formula grant.

Mentor Program for VOCA Victim Compensation and Assistance State Administrators

Award Amount: Funds will not be directly awarded to successful state applicants. OVC will pay mentors up to \$220 per day and reimburse travel expenses in accordance with Federal guidelines. \$25,000 has been set aside for this initiative.

Purpose: To provide short-term technical assistance to VOCA victim compensation and assistance state administrators.

Background: The role of state VOCA administrators is constantly changing and expanding. As a result, OVC has decided to fund a mentoring program for state VOCA administrators that would facilitate an administrator from one state offering technical assistance and peer consultation to an administrator in another state. Technical assistance and peer consultation may be offered in many different areas including use of administrative dollars to implement the VOCA grant program, planning