

OCVA Sexual Assault Services

Allowable Services, Activities, and Organizational Costs

(allocated whenever applicable)

- Advertising
- Audit costs
 - *Single Audits, when required, can be billed to Goods and Services*
 - *All other audit costs must be billed to Indirect*
- Books and other victim-related materials
- Brochures
- Business cards
- Child care and/or respite care (*when supporting access to services*)
- Computers,¹ software, and maintenance
- Copies and printing
- Costs to help clients receive services and participate in criminal/civil justice system – for example, could include (but not limited to):
 - Legal assistance (criminal defense **not** allowed)
 - Filing and paperwork fees
 - T- and U- Visa costs and VAWA immigration relief costs
- Compensating culturally specific organizations to provide culturally responsive/specific services
- Courthouse/Facility Dog (*prior approval required*)
- Design and maintenance of website and social media
- Emergency Financial Assistance (EFA)
 - food, shelter, clothing, and transportation
 - other needs as connected to victimization
- Emergency medicine, prophylactics, durable medical equipment
- Food for group activities (*direct services and/or prevention only*)
- Incentives for group participants (*restrictions apply*)
- Interpreter and translation services
- Office supplies
- Office furniture and equipment
- Organizational - Equipment rental, use, and maintenance
- Organizational- General building maintenance
- Organizational - General building modification
- Organizational – Janitorial services
- Organizational – Landscaping
- Organizational - Property insurance
- Organizational - Rent
- Organizational - Security systems
- Organizational - Utilities
- Organizational - Vehicle expenses (connected to services/activities)
- Outreach supplies (tables, chairs, banners, food, etc.)
 - Food is **not** allowed for systems partners, staff, or volunteers
- Parking
 - Clients
 - Staff/Volunteers
- Phone and internet services¹
- Postage
- Professional association member dues/fees
- Professional liability insurance
 - *Can be billed to Goods and Service*
- Program supplies
- Relocation expenses
- Shredding documents
- Space/venue rental (*connected to services/activities*)
 - Including software, hardware, and platforms for remote/virtual gatherings
- Stipends for guest speakers (*connected to services/activities*)
- Subscriptions to victim-centered journal, magazine, newspapers, etc.
- Towing expenses for recovered vehicles
- Training for staff
 - Including compensation to culturally and/or community specific organizations that are sharing expertise w/grantee
- Transitional housing expenses
- Travel related expenses for staff training or direct service
 - Per diem mileage, food, and lodging
- Window, door, lock replacement/repair (for clients)

¹Federal DOJ guidelines regarding computer networks apply

OCVA Sexual Assault Services Unallowable Services, Activities, and Organizational Costs

- Active investigation and prosecution of criminal activities
- Board of Director's expenses
- Capital expenses
- Compensation for victims of crime
- Conferences (hosting)
- Food for meetings, conferences, and training events
- Fundraising
- Lobbying
- Medical care
- Organizational - Lawyer fees
- Research and studies

Please note that this document is a helpful reference, but is not exhaustive. It is also important to remember that grantees can only bill for costs that are included in the grant's approved budget. As you have questions, or wish to update your budget information, please always connect with your OCVA SA Program Contact.

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