

# NC Human Trafficking Commission: Appropriation Committee Meeting

February 7, 2022



# Important Updates:

- OSBM and the U.S. Treasury have issued information for guidance on compliance and reporting for the State Fiscal Recovery Fund (SFRF).
- OSBM will be contracting with the Administrative Office of the Courts (AOC) to receive the funds. That contract has not come yet.
- Once the contract is signed, we are still unsure when the funds will be passed through to AOC / HTC and how much will be sent.
- We still don't have a time frame for when we can expect the funds to arrive.
- All funds can go through June 30, 2023.

# Other Important Updates...

## Commission Staff

- The Administrative Secretary position has been created and we are able to seek candidates now.
  - Temporary Position
- Although the SFRF monies are not here, we can go ahead and create the grant manager positions.
  - Two positions will be temporary
  - Two positions will be time-limited employees
- Down the road, we will also create a Data / Reports Manager
  - Temporary Position
- All positions can assist through June 30, 2023.

# Other Important Updates...

A Scope of Work (provided by OSBM) and 4 forms have been given to us for requiring as part of the process to set up awards.

Website Pages are being created now and should be up this week. We will post information related to the grants on that website for the public to stay informed of requirements, etc.

## Section 16.20A and 16.20B

- Contact has been made with the 25 named agencies.
- 2 of the 4 OSBM required forms have been sent to the responding agencies.
- Have a draft list of allowable / unallowable costs as a guide.
- Have a draft proposal template for this committee today.
- AOC is working on a draft contract for these agencies.

# Questions Answered: Section 16.20A, (23 Named Organizations)

- The organization must “provide direct services to victims of human trafficking” in order to receive a grant award.
- The organization must be providing direct services to victims of human trafficking at the time of the proposal, not as a plan to do so in the future.
- The funding must be used to provide direct services to victims of human trafficking.
- Prevention, Education, Awareness, and Generalized Training are not considered allowable for this section. (even for agencies that do provide direct services to victims)
- We expect at least a couple of the 23 organizations to have to decline these funds, based on these specifications.

Questions  
Answered:  
Section  
16.20B,  
(2 Named  
Organizations)

- Must use the funding to provide direct services.
- Prevention, Education, Awareness, and Generalized Training are not considered allowable for this section. (even for agencies that do provide direct services to victims)
- Does not have to be providing direct services at the time of the proposal.
- Proposal template and some forms will be slightly different, since the two agencies do not have to meet eligibility.

# Questions Answered: Section 16.21, Competitive Grants

- The agency checklist and other forms will only need a little modification for this section. (no option for extra requirements)
- Round 1 of this section is economic recovery only, so direct service agencies applying in this section will need to prove economic loss and can only receive funding up to that loss amount.
- The economic loss requirement here is a state-level condition and we'd like to have a sample list for agencies, if possible.
- More guidance to come on how we will consider what agencies submit as economic loss.
- Economic loss could be anytime “resulting from the COVID-19 pandemic.”
- The loss must be uncompensated.
- The committee will need to meet to make award decisions on the applications.

# Questions Answered: Section 16. 22 for Facility Improvements

“AOC reads one-time facility upgrade in this section as not binding to actual construction, rather it refers to expenditures that would be long-term and not made repeatedly. The language of the section does not require the facility upgrades to be a fixture, a common delineation of capital improvements. Facility upgrades can include purchases and improvements that benefit the use of the space.”

Some examples of approved uses to a facility are office or shelter furniture, washer / dryers, security cameras or technology affixed to the facility, painting, replacing carpets, etc.

- Specifically for domestic violence and sexual assault organizations that are approved through the NC Council for Women and Youth Involvement.
- We plan to have these sections ready for the next committee meeting.
- We will work with NCCWYI to send another email communication to these agencies as soon as the website is up.
- Can begin collecting finance forms and setting these agencies up in the state payment system.
- Organizations can be renting or leasing but cannot use the funds towards payment of the rent / lease – or towards that contractual obligation.
- Future committee meetings will focus on this section, but no decisions are needed today.

# Questions Answered: Section 16. 23 for Domestic Violence and Sexual Assault Organizations

- Specifically for domestic violence and sexual assault organizations that are approved through the NC Council for Women and Youth Involvement.
- Gathering more information about what we need to tell organizations about this section. (reporting and compliance)
- Organizations can use this funding to provide human trafficking services.
- We will work with NCCWYI to send another email communication to these agencies as soon as the website is up.
- Can begin collecting finance forms and setting these agencies up in the state payment system.
- This section will be discussed at future committee meetings and no decisions are needed today.



## ***CHECKLIST for Grantees – Section 16.20***

### ***Application / Proposal: (use provided templates)***

\_\_\_\_\_ *Cover Sheet and Proposal*

\_\_\_\_\_ *Budget*

\_\_\_\_\_ *Scope of work*

\_\_\_\_\_ *Signed Contract Agreement*

### ***Attachments:***

\_\_\_\_\_ *State w-9 form*

\_\_\_\_\_ *Direct Deposit form*

\_\_\_\_\_ *Conflict of Interest policy*

\_\_\_\_\_ *No overdue tax debt certification*

*Will also put references here for applicants to find more information and samples.*

A look at the  
Checklist for  
Section 16.20



A look at the  
proposal  
template for  
section 16.20

***Part I: Organizational Information***

***Part II: General Information on the Human  
Trafficking Project / Program***

*(This is where we will ask about what  
direct services they currently provide.)*

***Part III: 7 Proposal Requirements listed in SL  
2021-180***

***Part IV: Additional Items Deemed Appropriation  
by the Commission***

# Decisions for Committee:

1. Should organizations in 16.20a be awarded equal amounts of funding once they complete the process or would the committee like to apply structural limits?
2. How long should organizations be given to return the forms, once they are sent?
3. What process should we use for determining if collected proposals in sections 16.20a and 16.20b meet the requirements lined out for them?
4. How long should organizations be given to correct missing / incomplete items?
5. Extra proposal requirements for 16.20a; and 16.20b.  
*(see handout of options)*

# Next: HTC Staff will be working to.....

- Schedule next committee meeting for 2 weeks.
- Continue work to complete job descriptions and fill positions.
- Contract with 2 survivors to join committee.
- Finalize packet for 16.20A and 16.20B and send out to agencies.
- Draft Request for Proposals for sections 16.21; 16.22; and 16.23.
- Draft report templates that grantees will need to complete.
- Set up a webinar for information about The Safe House Project's Certification Process