



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
CRIMINAL JUSTICE COUNCIL
STATE OFFICE BUILDING – 10th FLOOR
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Delaware Criminal Justice Council VOCA/OVC Match Waiver Policy

The DE CJC will follow the March 2020 recommended OVC Match Waiver policy (attached) and process as listed below:

DE CJC generally will encourage subrecipients to meet match requirements. DE CJC will monitor compliance with match appropriately throughout the subaward.

A. Match waivers, whether full or partial, will be well-justified. At a minimum, all DE CJC will consider:

1. practical and/or logistical obstacles to providing match (e.g., public agencies that do not engage in private fundraising and may have limitations on soliciting contributing funds);
2. local resource constraints (e.g., rural community with limited local funding availability or volunteer capacity);
3. VOCA funding where local funding availability has not increased to the same degree;
4. past ability to provide match – OVC generally expects subrecipients to provide at least the same dollar amount of match it provided during the grant year immediately preceding the year of the waiver request unless a change in circumstances justifies a lower amount.

B. Match waiver determination letters will (at a minimum) set out for each project:

1. a brief description of the project/services provided by subrecipient;
2. the justification (consistent with the considerations under the applicable waiver guidance);
3. the scope of the waiver, and waiver amount (unless specified otherwise by the DE CJC, the waiver amount should create an equivalent match waiver percentage to be applied should the project budget change); and
4. the determination should state affirmatively that the DE CJC approves the waiver request for the reasons set out in the determination.

C. Waivers are to be applicable only for the duration of the subrecipient project (i.e., not in perpetuity) and will be filed in the appropriate subrecipient project file.

D. The DE CJC will submit each match waiver determination to OVC (via GAN, or as otherwise specified by OVC) by no later than 90 days after fiscal year end.

E. OVC prior approval is required for any match waiver requested by a subrecipient within the 30 days before the subaward project end date, or after that date.

F. All match waivers will be approved and signed by the authorized point of contact.

This Policy has been reviewed and approved.

Christian Kervick, Executive Director

Date