

STATE OF NEW JERSEY
DEPARTMENT OF LAW AND PUBLIC SAFETY
OFFICE OF THE ATTORNEY GENERAL

FFY 2021
Victims of Crime Act (VOCA) Grant Program

APPLICATION CHECK LIST

Instructions:

The Application Check List is a guide to submit a completed application.

- Return one (1) application.
- Submit the below documents with the application.
- Email application documents to TRC@njoag.gov

***APPLICATIONS THAT DO NOT CONTAIN ALL REQUIRED DOCUMENTATION WILL BE CONSIDERED INELIGIBLE.
APPLICATIONS THAT DO NOT FOLLOW THE PRESCRIBED FORMAT WILL BE CONSIDERED INELIGIBLE.
APPLICATIONS THAT DO NOT USE THE PROVIDED FORMS WILL BE CONSIDERED INELIGIBLE.***

Application Content and Forms to be Completed and Returned:

Project Information – Form Included

Agency- Specific Information

Agency Contact Information

Project- Specific Information

A Description of your Project

Application Authorization

Project Work Plan

Budget Detail and Narrative – Form Included – provide and itemized list of costs and a narrative explanation as to why those costs are necessary to the success of the project

Sources of Funds – Form Included

Federal Single Audit Requirements Certification – Form Included

State Single Audit Requirements Certification – Form Included

Proof of Compliance Federal Single Audit Requirements – Provided by Applicant

Certified Standard Assurances – Form Included

Certifications Regarding Lobbying, Debarment, Suspension and Other Responsibility Matters, and Drug-Free Workplace Requirements – Form Included

Department of Law & Public Safety Debarment and Suspension Certification – Form Included

Proof of SAM Registration – Provided by Applicant

Additional forms provided by nonprofit applicants:

Proof of Nonprofit status

New Jersey Charitable Registration (if applicable)

Applicable License, Certifications and Permits