

State of Wisconsin  
Department of Justice  
Office of Crime Victim Services  
17 W. Main St.  
P.O. Box 7951  
Madison, WI 53707-7951



Office of Crime Victim Services  
***VOCA: Victims of Crime Act  
2024-2025 Competitive Grant***

**Grant Announcement**








Applications must be submitted through Egrants on or before 11:59pm on **May 31, 2024**

VOCA 2024-2025 Competitive Grant Application Questions:

[https://wisdoj.gov1.qualtrics.com/jfe/form/SV\\_6A0oCq1QgB99hTo](https://wisdoj.gov1.qualtrics.com/jfe/form/SV_6A0oCq1QgB99hTo)

All questions must be submitted via the survey by April 1, 2024. Questions asked in the survey will be used to compile Frequently Asked Questions (FAQs), some of which will be discussed in the VOCA Application Webinar that will be posted by the end of April 2024.

# Contents

Before You Begin	<u>3</u>
 <b>Step 1: Review the Opportunity</b>	<u>4</u>
Basic Information	<u>5</u>
Eligibility	<u>6</u>
Program Description	<u>8</u>
 <b>Step 2: Get Ready to Apply</b>	<u>12</u>
Get Registered	<u>13</u>
General Information & Tips	<u>14</u>
 <b>Step 3: Write Your Application</b>	<u>14</u>
Application Contents & Format	<u>15</u>
 <b>Step 4: Learn About Review &amp; Award</b>	<u>28</u>
Application Review	<u>29</u>
 <b>Step 5: Submit Your Application</b>	<u>35</u>
Application Submission & Deadlines	<u>36</u>
 <b>Learn What Happens After Award</b>	<u>38</u>
Post-Award Requirements & Administration	<u>39</u>
 <b>Contacts &amp; Support</b>	<u>41</u>
Appendix A	<u>43</u>
Appendix B	<u>48</u>



# Before You Begin

If you believe you are a good candidate for this funding opportunity, secure your Egrants and SAM.gov registrations now. If you are already registered, make sure your registration is active and up-to-date.

## Egrants

All applications must be submitted through the Wisconsin Department of Justice's web-based grants management system called Egrants. If you have never used Egrants before, you will need to register for access to the system.

To register online, go to <https://register.wisconsin.gov/accountmanagement/default.aspx> and complete the self-registration process. On the account registration site, you will have a choice between the DOJ Egrants and WEM Egrants. Please select **DOJ Egrants** during this process.

Authorization to access Egrants can take several days depending on registration activity. The DOJ help desk is open Monday-Friday 8am-4:30pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application. An Egrants System User Guide is posted on the DOJ website (Egrants page). If you have any problems using Egrants, please contact the help desk at [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us) or call (608) 267-9068 or toll free at (888) 894-6607 during business hours.

## [System for Award Management \(SAM\)](#)



**CAGE Code Number:** All applicants must be registered on the SAM (formerly Central Contractor Registration/CCR) database. This is the repository for standard information about federal financial assistance applicants, recipients, and sub recipients. If you had an active CCR, you have an active record in SAM. Applicants must update or renew their SAM registration on an annual basis. Information to update your entity records can be accessed at <https://sam.gov/content/home>.

As of April 4, 2022, WI DOJ no longer uses or requests DUNS Numbers, as the federal government changed from the DUNS Number to the Unique Entity Identifier (UEI) (generated by [SAM.gov](https://sam.gov)). All entities doing business using federal funds will be required to have an active UEI number.

Please note that SAM registration is free. You should never pay for creating a new SAM registration or updating or renewing an existing SAM registration.



Jump to a step

1. Review

2. Get ready

3. Prepare

4. Learn

5. Submit

6. Award

Contacts



# Step 1: Review the Opportunity

## In this step

Basic Information	<u>5</u>
Eligibility	<u>6</u>
Program Description	<u>8</u>

# Basic Information

**Program Area:** Office of Crime Victim Services (OCVS)

**Grant Title:** VOCA: Victims of Crime Act 2024-2025 Competitive Grant

**Catalog of Federal Domestic Assistance (CFDA):** 16.575

**Opportunity Category:** Open, Competitive

## Statutory Authority

The Wisconsin Department of Justice (WI DOJ) Office of Crime Victim Services (OCVS) provides financial and technical assistance to victim witness programs, victim services providers, and agencies serving victims of crime. As the State Administering Agency for state and federal criminal justice funds, OCVS is responsible for establishing funding priorities, developing application criteria, awarding and disseminating grants, and assessing project achievements.

This grant announcement provides information about a specific grant opportunity and instructions to help those eligible to apply for a share of the available funds.

## Summary

The VOCA Victim Assistance Formula Grant is awarded annually to OCVS from the US DOJ Office for Victims of Crime. The purpose of this funding announcement is to support programming in non-profit and public agencies that provide direct services to victims of crime. Eligible services include crisis intervention, hotline counseling, individual and/or group therapy, legal advocacy, medical and/or personal advocacy, and emergency legal services essential to meeting immediate threats to health or safety (in conjunction with other services). A more complete description of program purpose areas and activities are in the [VOCA Program Guidelines](#). (Note: Updated VOCA Program Guidelines will be released in October 2024. Please use the linked guidelines to determine allowability for this grant application.)

## Important Dates

Funding Announcement Posted	March 15, 2024
FAQ Survey Closes	April 1, 2024
VOCA Application Webinar Posted	End of April
VOCA FAQ Posted	End of April
Application Due Date	May 31, 2024
Award Notification	August/September 2024
Project Start Date	October 1, 2024
Project End Date	September 30, 2025

To help you find what you need, this funding announcement uses internal links. In Adobe Reader, you can go back to where you were by pressing Alt + Left Arrow on your keyboard.

# Eligibility

## Who Can Apply

Applicants must be a non-profit or public agency whose projects provide direct victim services to individuals who are victims of crime.

Eligible applicants must also meet the following eligibility criteria:

- Applicants must have a record of providing effective direct services to crime victims for a minimum of one year
- Agencies that do not meet this criterion must demonstrate that at least 25% of their financial support comes from non-federal sources.
- Applicants must have the support and approval of its services by the community
- and have a history of providing services in a cost-effective manner.
- The applicant must promote a collaborative, coordinated approach for serving crime victims within the community.
- The applicant must assist crime victims in applying for crime victim compensation benefits and offer services to victims of federal crimes on the same basis as victims of state crimes.

## Eligible Applicants

Examples of eligible subgrant organizations include but are not limited to:

- Child abuse treatment facilities
- Community mental health or social service agencies
- County social services
- Courts
- Domestic violence shelters or services
- Hospitals
- Law enforcement agencies
- Native-led nonprofit agencies
- Probation and parole authorities
- Prosecutor offices
- Public housing authorities
- Rape crisis centers
- Religious-affiliated organizations
- Tribal victim service programs
- Victim/Witness assistance programs

Note: In-patient treatment facilities are not eligible.

## Anticipated Funding Amount and Timeframe

The current funding available for this grant cycle is \$13 million for one year, which is approximately \$31 million less than what is currently awarded to all VOCA subgrants based on the 2019-2024 VOCA grant cycle. Agencies may not apply for more than \$250,000 and those agencies who request the full cap may not receive it.

For the 2024-2025 competitive grant year, successful applicants will be awarded VOCA subgrants for a one-year project period with the possibility of two additional continuation years. Each continuation grant year requires an application. Awards are contingent upon the availability of federal funds and subgrant compliance with federal guidelines, state guidelines, and award conditions. OCVS reserves the right to amend, change, or reduce subgrant award amounts for each continuation grant year. See below:

- Year 1: 2024-2025 Competitive Grant Announcement and Application
- Year 2: 2025-2026 Continuation Application Grant Year
- Year 3: 2026-2027 Continuation Application Grant Year

## Match/Cost Sharing Requirement

Matching or cost sharing means the portion of project costs not paid by Federal funds (unless otherwise authorized by Federal statute). See [2 C.F.R. § 200.1](#) (definition of “cost sharing or matching”).

If awarded, agencies are required to provide 20% match of the **total VOCA project cost or may apply for a match waiver**. Applying for a match waiver will not impact final award decisions. Native American tribes on Indian Reservations are not required to provide match.

The applicant must use volunteers unless OCVS determines there is a compelling reason to waive this requirement. Volunteer time used as match must be for direct victim services and may not include activities ineligible to be directly funded by VOCA.

For more information about match, visit this link from the US DOJ Grants Financial Management Guide: <https://www.ojp.gov/doj-financial-guide-2022>

# Program Description

## VOCA Purpose and OCVS Priority Areas

The primary purpose of VOCA victim assistance grants is to support direct services to victims of crime throughout Wisconsin. Direct services are defined as efforts that:

- Respond to the emotional, psychological, or physical needs of crime victims;
- Assist victims to stabilize their lives after a victimization;
- Assist victims to understand and participate in the criminal justice system; or
- Restore a measure of safety and security for the victim.

Through this grant announcement, OCVS is seeking proposals from public or non-profit agencies that provide direct services to victims of crime. All activities funded through this grant project must further these goals either directly or indirectly.

Furthermore, OCVS has identified the following priority areas to ensure the VOCA goals are better achieved for all victims of crime:

- [By-and-for organizations](#) that provide victim services to [communities impacted by inequity](#).
- Demonstrated, improved, and intentional collaboration in [rural](#) areas amongst system partners and other service providers.
- Demonstrated, improved, and intentional collaboration around sexual assault victim services amongst system partners and other service providers.
- Maximized use of resources in each community to serve all victims of crime.

**Applicants must identify at least one or more of the OCVS priority areas as program goals.**

## VOCA Competitive Application Overview Webinar

Due to the competitive nature of the application, OCVS is unable to answer individual questions. However, if you have questions about VOCA, the application, or application process, please complete this survey: [https://wisdoj.gov/qualtrics.com/jfe/form/SV\\_6A0oCq1QgB99hTo](https://wisdoj.gov/qualtrics.com/jfe/form/SV_6A0oCq1QgB99hTo)

All questions must be submitted via the survey by April 1, 2024. Questions asked in the survey will be used to compile Frequently Asked Questions (FAQs), some of which will be discussed in the VOCA Application Webinar that will be posted on the [VOCA webpage](#) by the end of April 2024.



## Award Information

Funds are available through the OCVS VOCA grant program. Upon application approval, the project director of the recipient agency will receive a grant award document via email in August/September 2024.

Jump to a step

1. Review

2. Get ready

3. Prepare

4. Learn

5. Submit

6. Award

Contacts



# Step 2: Get Ready to Apply

## In this step

Get Registered	<a href="#">13</a>
General Instructions & Tips	<a href="#">14</a>





Jump to a step

1. Review

2. Get ready

3. Prepare

4. Learn

5. Submit

6. Award

Contacts



# Step 3: Write Your Application

## In this step

Application Contents & Format

15

# Application Contents & Format

## Required Format

- Use a font size of 12 or 14;
- Include all attachments in the Required Attachments section (if possible, consolidate all attachments into one document);
- Do not type “see attached” as a response in a section, rather cut and paste text into the response section in Egrants.

## Main Summary

This section asks for information about your agency and the individuals responsible for the application and grant award. When identifying individuals involved in this grant, **you may not list the same person** as project director, financial officer and/or signing official.

- The Financial Officer is the individual responsible for financial activities in your organization while the project director will be overseeing project operations.
- The Project Director will be the main point of contact for all VOCA related grant communications.
- The Signing Official should be the highest elected official, or a designated proxy by the highest elected official, for the agency.

Select the corresponding State Senate Districts, Congressional Districts, and State Assembly Districts from the drop-down menus for your agency. It is not necessary to select anything from the School Districts drop down menu.

In the **Brief Project Description** text box, describe your project in 150 words or less with the following format.

“[Name of Agency] [identify component, if more than one] will provide [major categories or types of services] to [description of clients in terms of types of crime(s) and other relevant demographics] in [county(ies)].”

Responses to this section will be used on the DOJ website, cited in DOJ reports, and could be mentioned in press releases. Plain language that clearly describes the intent of the project is most effective.

**Project Title:** Please use the following format: VOCA: [project description] 2024-2025

Example: “VOCA: Crisis Response 2024-2025” or “VOCA: Sexual Assault Advocacy Program 2024-2025”.

Do not use a generic title such as “VOCA 2024-2025.”

Please complete all fields with an asterisk. There are many required fields on this page so if you encounter problems, please check online help by clicking the floating HELP button.

## Approval Checklist

Answer Yes or No to each question.

## Performance Measures

Change section status to “Complete” and save.

## Budget Detail

Complete a project budget using the categories listed below. For each category used, enter a justification (under “briefly describe overall use of funds”) that describes how the items in that category will be used to support direct victim services. For each budget line item include specific details and clear cost calculations as described in the subsections below. **Round all amounts to the nearest dollar.** Refer to the [VOCA Program Guidelines](#) for more detail regarding budget items.

### Non-supplantation

Federal VOCA funds must be used to supplement existing state and local government funds for program activities and must not supplant those funds that have been appropriated for the same purposes. Violations may result in penalties, such as suspension of current and future funds under this program, suspension or debarment from federal grants, repayment of monies provided under a grant, and civil and/or criminal penalties.

### Budget Categories:

- Personnel
- Employee Benefits
- Staff Development
- Travel
- Supplies and Operating Expenses
- Indirect Costs
- Consultants/Contractual
- Other

Matching Dollars: Subrecipients are required to contribute 20% match of the **total project funds** (federal plus match), except for federally recognized Native American tribes who are exempt from this requirement. To calculate the total project budget and match amounts, use these formulas:



















## Required Attachments

Please attach the following documents to your application in this section. If possible, please combine attachments or submit all these documents as one single attachment. Please note that the Subgrant Award Report will be completed by applicant around the time of award.

**Application Tip:** Check off each item as you attach in the response section in Egrants.

- Proof of Non-Profit Status for non-profit agencies. Please see the [VOCA guidelines](#) for acceptable forms of proof.
- List of Board of Directors
- Documentation of Board Approval of VOCA Application
- Proof of Certification in SAM – If the applicant agency is in the process of applying for SAM when submitting an application, please attach verification that the [SAM registration](#) process has been started. Agencies will be required to show certification in SAM prior to award.
- Indirect Cost Rate, if applicable, either:
  - Federally Approved Negotiated Indirect Cost Rate Agreement (NICRA), or
  - Certification to Apply 10% de Minimus Indirect Cost Rate - (Agencies should use the [Certification to Apply 10% de Minimus Indirect Cost Rate](#) Form, the form can also be accessed through the DOJ [VOCA webpage](#) in the document library.)
- Program Income Certification, if applicable – Applicants that propose imposing fees on clients or generating revenue through VOCA project or staff should complete the [VOCA Program Income Certification Form](#), the form can also be accessed through the DOJ [VOCA webpage](#) in the document library.) See Program Income in Appendix A of this funding announcement.



Jump to a step

1. Review

2. Get ready

3. Prepare

4. Learn

5. Submit

6. Award

Contacts



# Step 4: Learn About Review & Award

## In this step

Application Review & Evaluation Criteria [29](#)







# Application Submission & Deadlines

You must have an active account with SAM.gov. This includes having a Unique Entity Identifier (UEI).

SAM.gov registration can take several weeks. Begin that process today.

To register, go to [SAM.gov Entity Registration](#) and click Get Started. From the same page, you can also click on the Entity Registration Checklist for the information you will need to register.

## Deadline

### Application

You must submit your application by May 31, 2024, at 11:59 p.m. CT.

## Submission Method

### Egrants

All applications must be submitted through the Wisconsin Department of Justice's web-based grants management system called Egrants. If you have never used Egrants before, you will need to register for access to the system.

To register online, go to <https://register.wisconsin.gov/accountmanagement/default.aspx> and complete the self-registration process. On the account registration site, you will have a choice between the DOJ Egrants and WEM Egrants. Please select **DOJ Egrants** during this process.

Authorization to access Egrants can take several days depending on registration activity. The DOJ help desk is open Monday-Friday 8am-4:30pm if you need assistance. (Please note: If you register outside of these hours, access may not be approved until the next business day.) Once your Egrants access has been approved, you may begin your online grant application. An Egrants System User Guide is posted on the DOJ website (Egrants page). If you have any problems using Egrants, please contact the help desk at [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us) or call (608) 267-9068 or toll free at (888) 894-6607 during business hours.

See [Contacts & Support](#) if you need help.

Jump to a step

1. Review

2. Get ready

3. Prepare

4. Learn

5. Submit

6. Award

Contacts



# Learn What Happens After the Award

## In this step

Post-Award Requirements & Administration [39](#)











# SAM.gov

If you need help, you can call 866-606-8220 or live chat with the [Federal Service Desk](#).

## Additional Resources

Additional information about OCVS and resources to assist with Egrants is available as follows:

- VOCA grant webpage for the Wisconsin Department of Justice:  
<http://www.doj.state.wi.us/ocvs/victims-crime-act-voca>
- Department of Justice Egrants webpage: <https://egrants.doj.state.wi.us/egmis/login.aspx>
- Egrants Helpdesk is staffed on non-holiday weekdays between 8AM and 4:30PM.  
Email: [Egrants@doj.state.wi.us](mailto:Egrants@doj.state.wi.us)  
Local calls: (608) 267-9068  
Outside the 608 area code: (888) 894-6607

Appendix A – [Definitions](#)

Appendix B – [Indirect Costs – Guidance for Applicants](#)

# Appendix A: Definitions

**By and For Organizations** - “By and for” organizations in their entirety are operated by and for the population they serve. Their primary mission and history are to provide culturally responsive services to a specific community and are based, directed, and substantially influenced by individuals from the population they serve. At the core of their programs, the organization embodies the cultural values of the community they serve.

**Communities Impacted by Inequity** - are those who face additional barriers and challenges in achieving equitable outcomes in victim services due to historical and organized patterns of mistreatment/oppression.

**Indirect costs** – are costs of an organization that are not readily assignable to a particular project but are necessary to the operation of the organization and the performance of the project. See Appendix B of this funding announcement.

**Match** – Portion of Project funds derived from non-federal sources (equal to 20% of overall project cost). See [VOCA Guidelines Appendix: Local Match Contributions](#).

There are two kinds of match:

**Cash Match** – includes cash spent for project-related costs. An allowable cash match must include costs which are allowable with Federal funds. Sources of cash match include the SAVS grant, United Way, and unrestricted funds.

**In-Kind** – includes volunteers providing direct services or donations of expendable equipment, office supplies, workshop or classroom materials, workspace, or the monetary value of time contributed by professionals and technical personnel and other skilled and unskilled labor.

**Program income** – Any revenue generated by VOCA project activities or staff are considered program income and requires advanced approval by OCVS. OCVS will consider whether charging victims for services is consistent with the project’s victim assistance objectives and whether the applicant is capable of effectively tracking program income in accordance with financial accounting requirements. See [VOCA Guidelines, VI. Financial Requirements/Audits, B. Program Income](#).

**Rural Communities** - Rural communities have low population density and are typically characterized by vast amounts of land with few people. They can be self-identified and are not classified as urban but may be served by urban areas. Victims and survivors may have challenges accessing and contacting services because of where they live. Examples include but are not limited to access to support services for victims, privacy and confidentiality concerns, distance and geographic isolation, transportation barriers, lack of available shelters and affordable housing, poverty as a barrier to care, and internet access.

**SAM** – System for Award Management (SAM) collects, validates, stores, and disseminates data regarding applicants’ eligibility to receive federal funds. **SAM registration and renewal is FREE.** More information can be found on the VOCA webpage on [updating or renewing an existing SAM registration](#) or [creating a new SAM registration](#).

**Subaward** – a subaward is for the purpose of carrying out a portion of the federal subgrant award, such

as compensating an MOU partner. The substance of the relationship is more important than the form of the agreement in determining whether the recipient of the pass-through funds is a subaward or contract. The issuance and monitoring of subawards must meet the requirements of [2 CFR § 200.331](#), which includes oversight of subaward spending and monitoring of performance measures and outcomes attributable to grant funds. See [2 CFR § 200.330](#).

**Subcontract** – a contract is for the purpose of obtaining goods and services for the applicant’s own use. The substance of the relationship is more important than the form of the agreement in determining whether the recipient of the pass-through funds is a subaward or contract. The awarding and monitoring of contracts must follow the recipient’s documented procurement procedures, including full and open competition, pursuant to the procurement standards in [2 CFR § 200.317-200.329](#). Also see [2 CFR § 200.330](#).

**Supplanting** – reducing or replacing state or local funds due to the existence of VOCA (federal) funds. VOCA funds are intended to expand or enhance direct victim services and are meant to supplement existing state and local funds.

# Appendix B: Indirect Costs

Indirect costs are costs of an organization that are not readily assignable to a particular project but are necessary to the operation of the organization and the performance of the project. Examples of costs usually treated as indirect include those incurred for facility operation and maintenance, depreciation, and administrative salaries. If an expense can be linked directly to the grant, it would be a direct cost, and not an indirect cost.

The Wisconsin Department of Justice will consider either the applicant's federally approved Negotiated Indirect Cost Rate Agreement (NICRA) OR Certification to charge the De Minimis Indirect Rate up to 10% of the Modified Total Direct Cost (MTDC). Please note: OCVS reserves the right to reduce the dollar amount charged to the federal grant, if such an amount hinders the agency's ability to provide direct services.

In order to request the de minimis rate, subrecipients must follow the MTDC definition as defined in 2 CFR (See below). Keep in mind, using the de minimis indirect cost rate is an option for the subrecipient, **but** it is not mandated by OCVS. The subrecipient must, however, satisfy the requirements related to use of the de minimis rate (as set out in 2 C.F.R. Part 200).

## Additional Guidance:

- A grant recipient cannot exceed 10% de minimus indirect but can charge a lesser percent.
- If a grant recipient applies for less than 10% de minimus, they cannot later increase it up to the 10% maximum.
- If a grant recipient has a NICRA, they can opt to apply only a portion of those costs to the federal grant budget.

## **Modified Total Direct Cost (MTDC)**

*MTDC* means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each [subaward](#) (regardless of the period of performance of the subawards under the award). MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000. Other items may only be excluded when necessary to avoid a serious inequity in the distribution of indirect costs, and with the approval of the cognizant agency for indirect costs.

## **Match:**

Subrecipients may choose to charge indirect costs to the award at a rate less than its current (unexpired) approved federally-negotiated indirect cost rate. The subrecipient may count as "match" the portion of its approved federally-negotiated indirect cost rate that it chooses not to charge to the subaward, if approved by OCVS and if it is actually cash match. If a subrecipient chooses to use match as part of their indirect rate the calculations shall remain the same for MTDC or the approved NICRA. A portion may be used toward federal reimbursements and the rest toward match, but both figured cannot exceed the approved indirect rate on the budget and the calculations shall remain the same on each fiscal report.

**How to calculate 10% MTDC:**

<b><u>Budget Category</u></b>	<b><u>Federal Amount</u></b>
Personnel	\$45,985.00
Employee Benefits	\$17,546.00
Staff Development	\$3,500.00
Travel (including training)	\$250.00
Equipment	\$5,000.00
Supplies and Operating Expenses	\$8,651.00
Rent	\$6,000.00
Consultant/ Contractual	\$200.00
Indirect	\$8,269.00
Other	\$6,556.00
<b>Total Budget</b>	<b>\$101,957.00</b>

Step 1: Add all direct federal expenses, except equipment, rent and any contracts over \$25,000. (MTDC=\$82,688)

Step 2: Multiply MTDC by 10% (\$82,688 x 0.10 = \$8,269)

**Grant Recipient Reporting on Indirect:**

Wisconsin DOJ requires consistency regarding calculations of the MTDC on each fiscal report. Subrecipients will be required to request up to the 10% of MTDC on each report (at the rate approved in the budget). See Fiscal Report Example Below:

<b><u>Budget Category</u></b>	<b><u>Federal Amount</u></b>
Personnel	\$5,000.00
Employee Benefits	\$1,500.00
Staff Development	\$500.00
Travel (including training)	\$250.00
Equipment	\$50.00
Supplies and Operating Expenses	\$100.00
Rent	\$500.00
Consultant/ Contractual	\$100.00
Indirect	\$798.00
Other	\$525.00
<b>Total Expenses for Month</b>	<b>\$9,323</b>

Step 1: Add all direct federal expenses, except equipment, rent, and contracts over \$25,000. (MTDC=\$7,975)

Step 2: Multiply MTDC by 10% (round if applicable). (\$7,975 x.10 = \$798)

Once the approved indirect budget has been met for the year the subrecipient will stop charging indirect on the fiscal reports.