

# National Subgrants Program

Awards for the Establishment,  
Improvement, and Expansion of  
Children's Advocacy Centers -  
Chapter Core Services

INVITATION TO APPLY



**National  
Children's  
Alliance®**

*The Force Behind  
Children's Advocacy Centers*

# NATIONAL SUBGRANTS PROGRAM

## INVITATION TO APPLY

The National Children’s Alliance (NCA) is seeking applications for the 2026 National Subgrants Program. This grant is being released through NCA’s online application portal. All applications must be submitted online through this system. Late or incomplete applications will not be accepted.

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### HOW TO APPLY

All applicants must submit their application via the NCA online application portal by clicking the link below.

Start a new NSP  
Grant Application

Return to started  
Grant Application

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### WHEN TO APPLY

All applications must be successfully submitted via the online application portal on or before:

**Friday, August 8, 2025, at 11:59 p.m. (EDT)**

Applicants are strongly encouraged to submit applications at least 48 hours prior to the deadline.

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### PROPOSED\* AWARD PERIOD

**January 1, 2026 - December 31, 2026\***

\*Pending DOJ Concurrence. Awarded projects that have continued demonstrated need and successful completion of year 2 deliverables may be invited to apply for up to one (1) year of additional funding through new subawards.

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### TECHNICAL ASSISTANCE

For technical assistance with submitting an application, please email [grantsadvisor@nca-online.org](mailto:grantsadvisor@nca-online.org).

NCA is not responsible for technical issues with grant submission within 48 hours of grant deadline.

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### RFP QUESTIONS

Please use the link below to submit questions about the RFP.

Submit an RFP  
Question

## RESOURCES

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### APPLICATION RESOURCE PAGE

NCA's Grants Application Resource page contains useful technical assistance resources for applicants, as well as any required templates to be used during the application process.

Visit Application  
Resource Page

### RFP VIDEOS

NCA has created video presentations intended to provide technical assistance around the application requirements and process, including important highlights and what to know before applying.

All video presentations can be accessed by clicking the links below.

Access RFP  
Overview Video

Access Grant  
Proposal Budget  
Video

### RFP QUESTIONS LIVE WEBINAR

A live webinar will be held to review each award type. There will also be an opportunity to ask questions of the NCA Grants Management Department.

**New Portal -  
Thursday, July 11, 2025, at 1:00 p.m. (ET)**

**NSP -  
Thursday, July 17, 2025, at 3:00 p.m. (ET)**

Register to Access  
Live Webinar

## Contents

INVITATION TO APPLY.....	2
RESOURCES.....	3
OVERVIEW .....	5
PROGRAM SCOPE .....	5
PROGRAM DESCRIPTION AND RESOURCES .....	5
AVAILABILITY OF FUNDS .....	5
FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS.....	6
GENERAL ELIGIBILITY CRITERIA .....	6
ORGANIZATION ELIGIBILITY CRITERIA.....	6
CHAPTER AWARDS .....	7
AWARD TYPES/ CATEGORIES .....	7
APPLICATION AND SUBMISSION INFORMATION .....	8
BUDGET PREPARATION AND SUBMISSION INFORMATION .....	10
SUPPLANTING .....	11
APPLICATION REVIEW PROCESS .....	11
AWARD NOTIFICATION .....	12
GENERAL INFORMATION OF SUBRECIPIENT RELATIONSHIP, POST AWARD STEPS, AND REPORTING REQUIREMENTS .....	12
ADMINISTRATIVE AND OTHER LEGAL AWARD REQUIREMENTS .....	13
DISCLOSURES AND ASSURANCES .....	14
OTHER INFORMATION .....	14
APPLICATION CHECKLIST .....	15

## OVERVIEW

NCA, under a cooperative agreement with the United States Department of Justice Office of Juvenile Justice and Delinquency Prevention (OJJDP), will administer over 20 million in federal funds for the establishment, improvement, and expansion of Children's Advocacy Centers (CACs) through the NSP request for proposals (RFP). Please note that specific award amounts may change. All awards are contingent upon the release of funding from OJJDP.

This RFP includes references to the policies and guidance issued by the Office of Management and Budget (OMB) [Federal Register, 12/26/2013](#). The largest division of the Executive Office of the President, OMB is responsible for implementing and enforcing the President's policies across the entire Federal Government.

Additionally, the RFP incorporates by reference the [DOJ Grants Financial Guide](#) and the [OJP Grant Application Resource Guide](#).

## PROGRAM SCOPE

Activities supported by this grant program are determined by statute, Federal regulations, and National Children's Alliance (NCA) policies. If an applicant receives an award, the funded project is bound by the provisions of this solicitation and the DOJ Grants Financial Guide, including updates to the guide after an award is made. All grants from NCA are reimbursement grants. Verification of expenses along with verification of payment of expenses must be provided to NCA, according to the assigned reporting schedule, and at any time by request, prior to the reimbursement of expenses.

## PROGRAM DESCRIPTION AND RESOURCES

This funding is received under the OJJDP VOCA Children's Advocacy National Subgrant Program (CFDA# 16.758) to manage a national grant awards program for local Children's Advocacy Center programs on behalf of the Office of Juvenile Justice and Delinquency Prevention. CACs provide a coordinated response to victims of child abuse through multidisciplinary teams composed of representatives from the statutorily mandated and other involved agencies. The program is authorized pursuant to the Section 214 of the Victims of Child Abuse Act (34 USC §20304).

## AVAILABILITY OF FUNDS

This RFP, and awards (if any are made) under this RFP, are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by the agency or by law. In addition, nothing in this solicitation is intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

## FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS

Award recipients must, as described in the Part 200 Uniform Requirements as set out at 2 C.F.R. 200.303, comply with standards for financial and program management. The "Part 200 Uniform Requirements" means the Department of Justice (DOJ) regulation at 2 C.F.R. Part 2800, which adopts (with certain modifications) the provisions of 2 C.F.R. Part 200. See [Award Conditions for NCA Awards](#) page for additional information.

## GENERAL ELIGIBILITY CRITERIA

Applicants must be existing Accredited NCA Chapters and have a Board of Directors (if a non-profit organization) or an Advisory Board or Oversight Committee (if a government entity). Applicants must be a public entity or private, not-for-profit entity.

An applicant may apply, but will not be eligible for a grant award until the entity has prequalified through a series of threshold requirements, including:

All applicants must provide a valid unique entity identifier and maintain an active SAM registration when applying for Federal awards and cooperative agreements (initial or supplemental awards) ([2 C.F.R. Part 25 - Universal Identifier and System of Award Management](#)). As an organization, you can obtain a unique entity identifier at no cost by visiting [SAM.gov](#).

Applicants will be required to certify the accuracy of the information provided, including Tax Identification Number (EIN), and may be requested to provide proof of their organizational status.

## ORGANIZATION ELIGIBILITY CRITERIA

In addition to the general eligibility criteria, eligible applicants must also meet the following criteria:

All applicants must be in good standing with reporting and funding requirements from any award previously received from NCA.

Applicants must be current with reporting requirements (statistical and/or grant reports) and annual dues, have signed license and NCA accreditation materials as appropriate, have signed annual affidavit of NCA accreditation standards compliance as appropriate, maintain their membership status during the application process and the duration of the grant, and be in good standing with National Children's Alliance.

NCA Accredited Chapters that currently are undergoing re-accreditation or are in pending status who wish to apply for an award with NCA must be actively fulfilling their submission requirements/ approved action plan and meeting all required deadlines at the time of application submission and throughout the life of any award.

Applicants who have recently applied for NCA accreditation and are under consideration at the NCA October Board Meeting may apply as an Accredited Chapter pending the decision of the

NCA Board of Directors. Applicants denied Accredited status or new applicants given “Pending” status at the October Board Meeting will be deemed ineligible for funding exclusively available to Accredited Chapters. Regardless of the release date of the RFP, the NCA October Board Meeting is the determining guideline for eligibility of new applicants for accreditation being considered for funding through the RFP process.

## CHAPTER AWARDS

Chapter applicants must work directly with the Children’s Advocacy Centers (CACs) and developing centers moving towards achieving the national standards in their state to assess the needs for training and projects. After receiving the support of their CACs for the chosen statewide projects, Chapters will apply to directly manage the funds necessary to carry out these initiatives to maximize resources and efficiency through the proposed coordinated state-wide projects, programs, and trainings. Additionally, the paperwork burden of Federal subawards is substantial, especially for small and rural subgrantees. Deriving the same benefits across CACs within the state can be accomplished more efficiently through collaborative projects, trainings, and programs while at the same time reducing the paperwork burden on individual CACs.

## AWARD TYPES/ CATEGORIES

### CHAPTER CORE SERVICES GRANTS

**Maximum Award Amount:** Please reference the [funding matrix by state](#)

**Duration:** January 1, 2026 – December 31, 2026. Awarded projects that have continued demonstrated need and successful completion of year 2 deliverables may be invited to apply for up to one (1) year of additional funding through new subawards.

**Goal:** To assist local CACs in increasing access, developing, and improving a coordinated response to child abuse across the state in accordance with the national standards set for both CACs and the Chapters.

#### *Organizational Capacity (Baseline Funding)*

Organizational Capacity - To develop/maintain the chapters’ organizational and programmatic capacity to deliver the proposed coordinated state-wide projects, programs, and trainings.

#### *Statewide Projects (Variable Funding)*

Growth and Development: To support the growth and development of new CACs and MDTs in unserved areas, the development of enhanced services by existing or emerging CACs and MDTs in areas without access to services, the ongoing, comprehensive, quality services in currently served areas, and efforts to expand access to quality CAC services across all areas.

Training and Technical Assistance - To ensure the identified training and technical assistance needs of existing and emerging CACs and multidisciplinary teams throughout the state are available and accessible.

Awareness and Education - To Increase awareness about child abuse and the CAC model and reform systems to ensure improved outcomes for child abuse victims.

## APPLICATION AND SUBMISSION INFORMATION

The following elements are required items in the application submission for all award types to meet the basic minimum requirements to receive consideration for funding.

### BASIC APPLICATION ELEMENTS

Completed in NCA online application portal:

Organizational Information - The applicant must complete this information accurately, as it is what is used to identify your agency and determine eligibility.

Pre-Award Checklist - As part of a pre-award risk assessment, applicants must provide information about their internal controls policies and procedures. Information about what questions to expect is provided here so applicants can prepare in advance for online entry of the data.

Proposal abstract - At a minimum, the Proposal Abstract should be written in 400 words or less, in plain language, avoid acronyms, and include:

- Purpose of the proposed project.
- Project activities to be performed.
- Expected outcomes, deliverables, or milestones of the proposed project.
- Service area.
- Intended beneficiary(ies) of the proposed project.

Example Proposal Abstract Template: The [insert Entity name] proposes to implement the [insert project name]. The purpose of the proposed project is to \_\_\_\_\_ in the [insert service area]. Project activities include \_\_\_\_\_. Expected outcomes include: \_\_\_\_\_. \_\_\_\_\_ are the intended beneficiaries of the project.

Program Narrative is compiled in the grantee portal by answers to each of the items below:

Description of the Issue/Needs Statement - Applicants should briefly describe the current CAC response in their state and the need to develop/improve the said response. This must include a description of the current technical assistance that the chapter provides to the CACs in the state and the need to support/expand the said assistance. The applicant should use data from state-wide assessments that indicate the need for training and projects, demonstrate the size and scope of the problem, and document the effects of the problem on the target population and the larger community.

Applicants should describe the impact that this grant project will have on developing the coordinated response to child abuse in their state and ultimately improve the provision of services among the state CACs and statewide.

## Project Design and Implementation

[Organizational Capacity Goal](#) - Applicants will select objectives/activities intended to achieve the goal identified and detail the measurable outputs/strategies that they will use to achieve the selected objectives/activities.

[Growth and Development, Training and Technical Assistance, and Awareness and Education Goals](#) - Applicants will select objectives/activities intended to achieve the goal identified and detail the measurable outputs/strategies that they will use to achieve the selected objectives/activities.

[Capabilities and Competencies](#) - Applicants must describe their organizational and programmatic capacity required to deliver the identified Chapter Core Services.

[Plan for Collecting the Data Required for This RFP's Performance Measures](#) - Describe the process for measuring project performance. Identify who will collect the data, who is responsible for performance measurements, and how the information will be used to guide and evaluate the impact of the project. Describe the process that will be used to accurately report data. Note: Applicants are not required to submit performance data with the application.

NCA will require each award recipient to submit regular progress data that show the completed work's results. The progress data will directly relate to the goals, objectives, and outcomes reported as part of the application. Applicants that receive funding must provide performance measures data that measures the results of the work carried out under the award. A sample list of performance measure questions can be found in the [NCA Grants Application Resource](#) pages.

[Grant Budget](#) - Applicants will provide their total requested amounts per cost objective in the application portal.

### *Required attachments to be uploaded in NCA online application portal:*

[Grant Proposal Budget](#) - Applicants will submit a budget using the provided template and submit it as an Excel document. Applicants should complete the grey cells in the template and provide a budget timeline by completing the budget summary table at the top of the document to include the projected grant budget by period. See Budget Preparation and Submission Information section for more information.

[Timeline](#) - Applicants will submit a realistic timeline using the provided template and submit it as an Excel document. The timeline MUST indicate major tasks associated with the objectives/activities of the project, assigns responsibility for each, and plots completion of each task.

[Organizational Chart](#) - Applicants are required to include a copy of an organizational chart showing how the organization operates, **including who manages the finances**, the management of the project proposed for funding.

[Organization's Annual Budget](#) - Applicants are required to include their current year's operating budget including income and expenses. If the applicant is part of an umbrella organization, please provide the budget for the applicant organization only.

[Resumes and Job Descriptions \(if applicable\)](#) - Applicants requesting funds under personnel are required to provide a job description and resume for each position requested. If the position for which funds are requested has not been filled as of the application due date, then a job description alone will suffice. However, it must be clearly specified in the budget narrative whether the positions are filled or unfilled at the time of submission of the application.

[Indirect Cost Rate Agreement \(if applicable\)](#) - If the applicant would like to claim indirect costs, this must be included in the grant proposal budget and a copy of their approved agreement or NCA's Certification of De Minimis Indirect Cost Rate must be included with the application. See Indirect Costs section for more information.

[Audit \(if applicable\)](#) - All applicants expending \$1,000,000 or more in Federal awards during the applicants' fiscal year are required to have a "Single Audit" of their financial statements. If a management letter is prepared by the independent accountant (CPA), it must be included with the audit report and uploaded as part of the application.

## BUDGET PREPARATION AND SUBMISSION INFORMATION

NCA expects proposed budgets to be complete, cost-effective, reasonable, allocable, and necessary for the project activities.

Applicants should demonstrate in their grant proposal budget how they will maximize cost effectiveness of grant expenditures. The description section should explain how the costs are relevant to the completion of the proposed project. The grant proposal budget should be mathematically sound and correspond with the information and figures provided in the Award Budget section of the online application.

The applicant must propose budget costs that are in accordance with federal requirements. All proposed costs must occur within the grant period, and be allowable, reasonable, and allocable to the specific goals and objectives of the proposed project. Proposed costs should be in line with current federal per diem rates, which can be located at <http://www.gsa.gov>. Per diem rates are updated throughout the year.

The applicant must include allowable costs under NCA guidelines. NCA cannot reimburse any unallowable items. For a listing of allowable and unallowable items, please review the [NCA Grants Application Resource](#) page on NCA's website. In addition, all awards must adhere to the latest edition of the [DOJ Grants Financial Guide](#) and [2 C.F.R Part 200](#).

## 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. Indirect costs are those that benefit more than one activity and are common or joint purpose costs.

Indirect costs may be charged to an award only if:

- The recipient has a current (unexpired), federally approved indirect cost rate; or
- The recipient is eligible to use, and elects to use, the "de minimis" indirect cost rate described in the Part 200 Uniform Requirements, as set out at [2 C.F.R. 200.414\(f\)](#).

An applicant with a current (unexpired) federally approved indirect cost rate must upload a copy of the indirect cost rate agreement as part of the application.

An applicant that is eligible to use the "de minimis" rate and wishes to use the "de minimis" rate must complete NCA's Certification of De Minimis Indirect Cost Rate form located on the [NCA Grants Application Resource](#) page. A signed copy must be uploaded as part of the application.

## SUPPLANTING

Federal funds must be used to supplement existing funds for program activities and cannot replace or supplant non-federal funds that have been appropriated for the same purpose.

## APPLICATION REVIEW PROCESS

### *Review Criteria*

NCA reviews each application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the RFP. For invited applications, NCA reviews for consistency with the invitation letter and invited applicant guidance.

### Merit Review Criteria

1. Description of the Issue/Needs Statement (20%) – evaluate the applicant's understanding of the program/issue to be addressed.
2. Project Design and Implementation (30%) – evaluate the adequacy of the proposal, including the selected objectives/activities and timelines.
3. Capabilities and Competencies (20%) – evaluate the applicant's organizational and programmatic capacity required to deliver the identified Chapter Core Services.

4. Plan for Collecting the Data Required for This RFP's Performance Measures (10%) – evaluate the applicant's understanding of the performance data reporting requirements and the plan for collecting the required data.

5. Budget (20%) – evaluate for completeness, cost effectiveness, and allowability (e.g., reasonable, allocable, and necessary for project activities).

Pursuant to the Part 200 Uniform Requirements, before award decisions are made, NCA also reviews information related to the degree of risk posed by the applicant. Among other things to help assess whether an applicant that has one or more prior Federal awards has a satisfactory record with respect to performance, integrity, and business ethics, NCA checks whether the applicant is listed in SAM as excluded from receiving a federal award.

All final award decisions will be approved by NCA's CEO and obtain OJJDP concurrence, who may consider not only internal peer review ratings, but also other factors as indicated in this section.

## AWARD NOTIFICATION

For all applications, the online system will send an e-mail confirmation immediately after successfully submitting an award application. This will be the official notification of the receipt of the award application from NCA. Please print and keep this for the organization's records.

The notification for the outcome of the application submission will be emailed using the email address associated with the online account that submitted the application.

No funds may be expended or disbursed until award documents are signed and the project budget has received final NCA approval.

## GENERAL INFORMATION OF SUBRECIPIENT RELATIONSHIP, POST AWARD STEPS, AND REPORTING REQUIREMENTS

NCA anticipates that it will make any award from this solicitation in the form of a cooperative agreement. Cooperative agreement awards include standard conditions that describe the general allocation of responsibility for execution of the funded program. Generally stated, under cooperative agreement awards responsibility for the day-to-day conduct of the funded project rests with the recipient to implement the funded and approved proposal and budget and abide by the award terms and conditions. Responsibility for oversight and redirection of the project, if necessary, rests with NCA.

The awarded agencies will receive a link to the Electronic Grantee Resource Page, which will contain detailed information about the grantee guidelines and other resources, including but not limited to grant reporting deadlines and requirements specific to each award type, sample grant documents, etc.

As part of the grant monitoring responsibilities, NCA will review the information provided in the grant application checklist and the required audits (if applicable) and submit the feedback to the grantees. Any additional steps that need to be taken will be discussed on the grantee programmatic calls.

Based on the grant performance, financial stability of the recipient, and other special circumstances, NCA may require an audit to be submitted/conducted by any of the recipient entities regardless of the grant type and Federal funding threshold.

Based on the agency programmatic and financial performance, association, and local strategic goals as well as other specific circumstances, special award conditions and reporting requirements may be mandated to all projects under a specific award type and/or only to a specific awardee agency. Some examples of such special conditions are implementing the Outcome Measurement System (OMS) and Gap Analysis project.

All award recipients under this solicitation will be required to submit certain reports and data. Award recipients must submit quarterly progress and financial reports, semi-annual performance reports, final financial and performance reports, and, if applicable, an annual audit report in accordance with the Part 200 Uniform Requirements or specific award conditions. Future awards and fund drawdowns may be withheld if reports are delinquent (in appropriate cases, NCA may require additional reports).

## ADMINISTRATIVE AND OTHER LEGAL AWARD REQUIREMENTS

If selected for funding, in addition to implementing the funded project consistent with the agency-approved project proposal and budget, the recipient must comply with award terms and conditions and other legal requirements, including but not limited to OMB, DOJ, NCA, or other Federal regulations that will be included in the award, incorporated into the award by reference, or are otherwise applicable to the award.

For additional information on these legal requirements, see the [Award Conditions for NCA Awards](#).

### Applicant Disclosure – Grantees Designated as High Risk

Applicants are to disclose whether they are currently designated high risk by another Federal grant making agency. See the [Award Conditions for NCA Awards](#) page for additional information.

### Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs

See the [NCA Conference Cost Prior Approval FAQs](#) and [Conference Cost Approval Form](#) for information on Prior Approval, Planning, and Reporting of Conference/Meeting/Training Costs.

## DISCLOSURES AND ASSURANCES

### Compliance with NCA's Critical Incident Policy

All applicants and grantees are subject to the Critical Incident Policy at NCA and are required to report any uncovered embezzlement, theft of grant funds, and active investigations for such cases in their organization. See the [Award Conditions for NCA Awards](#) page for additional information.

### Standard Assurances

Review and accept the Certified Standard Assurances in application portal. See the [Award Conditions for NCA Awards](#) page for additional information.

### NCA Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants will review and accept the requirements outlined on the NCA Award Conditions page regarding lobbying; debarment, suspension, and other responsibility matters; and drug-free workplace requirements. See the [Award Conditions for NCA Awards](#) page for additional information.

As part of the application, applicants will also be required to certify that no grant funds will be used for lobbying and/or fundraising activities.

## OTHER INFORMATION

### Freedom of Information and Privacy Act (5 U.S.C. § 552 and 5 U.S.C. § 552a)

See the [Award Conditions for NCA Awards](#) for information on Freedom of Information and Privacy Act (5 U.S.C. 552 and 5 U.S.C. 552a).

# APPLICATION CHECKLIST

What an applicant must do:

- ❑ Acquire a Unique Entity Identifier (UEI) from [SAM.gov](https://sam.gov)
- ❑ Review the [Award Conditions for NCA Awards](#) and the [NCA Grants Application Resource](#) page
- ❑ Review NCA guidance on conference approval, planning, reporting available at [Conference Cost Prior Approval FAQs](#)

## Content of Application Submission:

The following items are critical application elements required to pass the basic minimum requirements review. An application that NCA determines does not include the required application elements for the application to meet the basic minimum requirements will neither proceed to peer review nor receive further consideration.

- ❑ Program Abstract
- ❑ Program Narrative
- ❑ Grant Proposal Budget Workbook and Timeline Template

Additional Application Components

- ❑ Logic Model
- ❑ Resumes and Job Descriptions
- ❑ Annual Program Budget
- ❑ Organizational Chart
- ❑ Indirect Cost Rate Agreement (if applicable)
- ❑ Audit (if applicable)