



STATE OF NEW YORK
OFFICE OF THE STATE COMPTROLLER

October 16, 2014

Karrie Damm
Executive Director
Child Advocacy Center Foundation, Inc.
301 Beech Street
Fulton, NY 13069

Dear Ms. Damm:

Re: VOCA Grant Program Application
#OVS01-VOCA-2014-00462

This Office is in receipt of your letter dated June 26, 2014, protesting the determination made by the New York State Office of Victim Services (OVS) to not consider the application submitted by the Child Advocacy Foundation, Inc. (CAC) for funding under the Victims of Crime Act Victim and Witness Assistance Grant Program (VOCA Program).

In your protest, you assert that while system errors caused your application to be received shortly after the 4:30 p.m. deadline on May 12, 2014, you were given assurances by a Grants Gateway pre-qualification specialist that your application would be deemed received as of 4:22 p.m. As a result, you argue that your application should have been considered for funding.

The Request for Proposals issued by OVS specifically provided that "[n]on-profit applicants **must** be pre-qualified through the Grants Gateway in order to apply for this funding. **Any non-profit applicants who are not pre-qualified through Grants Gateway will not be considered in this RFP.**" (RFP, pg. 8 emphasis in original.) As a result, interested bidders were required to complete the pre-qualification process prior to the deadline for submitting applications for funding.¹

Based on the information contained in the letter dated July 1, 2014, from Robert M. Mayer, Jr., Special Assistant at the State of New York Executive Chamber, the process for pre-qualification "may take anywhere from 2 – 10 days depending on the number of applications needing review and the documents being submitted by an applying agency." Therefore, even assuming CAC's application was submitted prior to the 4:30 p. m. deadline, since CAC had not

¹ The primary objective of pre-qualification is to assist State agencies in making an efficient determination of responsibility before vendors bid for State contracts in order to maximize the potential pool of qualified vendors.

completed the pre-qualification process at that time, CAC's application could not be considered for funding. Therefore, this Office does not find sufficient merit to uphold your protest and will proceed in its review of the grant awards. The role of OSC's protest review is to ensure the integrity of the process. However, our Office does not evaluate the merit of applications or the agency's programmatic needs which is the responsibility of the Office of Victim Services.

While, unfortunately, CAC did not receive a funding award from OVS under the current VOCA Program, we hope that you will continue to pursue other funding opportunities that New York State makes available.

Sincerely,

A handwritten signature in black ink, appearing to read "Charlotte E. Breyear", with a long, sweeping horizontal line extending to the right.

Charlotte E. Breyear
Director of Contracts

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