

District Attorneys Council
Federal Grants Division
2025 VOCA Grant Required Uploads

*Please upload all required documentation to OKGrants within 30 days of Award Acceptance

Required Forms and Policies

- ☐ Determination of Suitability to Interact with Minors FORM
Date Uploaded: _____
- ☐ Determination of Suitability to Interact with Minors POLICY
Date Uploaded: _____
- ☐ Current Grant Year Certified Assurances (*Full Document*)
Date Uploaded: _____
- ☐ Volunteer Job Description (Direct or Indirect Services)
Date Uploaded: _____
- ☐ Performance Measurement Tool (PMT) Policy
Date Uploaded: _____
- ☐ Requirement to Report Personally Identifiable Information (PII) Breach FORM
Date Uploaded: _____
- ☐ Personally Identifiable Information (PII) Breach POLICY
Date Uploaded: _____
- ☐ Confidentiality Policy
Date Uploaded: _____
- ☐ Single/Independent/State Audit *Completed within the last year*
Date Uploaded: _____
- ☐ Current Indirect Cost (IDC) Rate (If negotiated directly with the federal government)
Date Uploaded: _____

Required Certificate Uploads

- ☐ Civil Rights Training *Completed in current grant year October 1 2025-September 30 2026*
Date Uploaded: _____
- ☐ Victims Assistance Training or Equivalent *Completed within the last 3 Years*
Date Uploaded: _____

Required Civil Rights Documents

- ☐ Procedures for Responding to Discrimination Complaints from *Program Participants*
Date Uploaded: _____
- ☐ Procedures for Responding to Discrimination Complaints from *Employees and Volunteers*
Date Uploaded: _____
- ☐ Limited English Proficiency (LEP) Policy and Procedures
Date Uploaded: _____
- ☐ Equal Employment Opportunity Plan **OR** EEOP Certification
Date Uploaded: _____

All Required Uploads Completed on _____