

FY26 VCVA & DV Grant Programs

Technical Assistance Webinar

Agenda

VCVA BUREAU MISSION

QUARTERLY REPORTING GUIDANCE

QUARTERLY FUNDS DISTRIBUTION PROCESS

REQUIRED DOCUMENTATION

UNEXPENDED GRANT FUNDS

RISK MANAGEMENT

SUPPORT RESOURCES

EVENTS AND ACTIVITIES

Q & A

VCVA Bureau Mission

Activities & Services

Developing and improving activities and services that promote the recognition of rights, needs, and interests of crime victims in Illinois

Access

Providing victims access to programs that supply needed information, assistance, and advocacy

Education

Educating the public about victim services; and ensuring that grantee agencies provide quality services

Quarterly Reporting Guidance

Mandated by State Statute

Grantee Accountability with State Funds

Included in your Grant Agreement - Section 2(g)

“All reporting forms must be received by the Administrator no later than fifteen (15) days following the end of the reporting period.”

“Failure to comply with deadline for filing reports may result in the delay of payment, the withholding or suspension of the distribution of funds, or the termination of this Agreement”

Quarterly Reporting Guidance

- AmpliFund Grant Management System
- All Performance Activities and Incurred Expenses during the Reporting Period:

Q1 - 7/1/25 - 9/30/25

Due no later than October 15

Q2 - 10/1/25 - 12/31/25

Due no later than January 15

Q3 - 1/1/26 - 3/31/26

Due no later than April 15

Q4 - 4/1/26 - 6/30/26

Due no later than July 15

Quarterly Funds Distribution Schedule

- Payment issued by Illinois State Comptroller's Office
- 25% of Grant Award each quarter
 - Q1 (Contract Payment) - **Issued after the Agreement processing is complete**
 - Q2 - **Issued by November if Q1 Reporting & Payment Request compliance is met**
 - Q3 - **Issued by February if Q2 Reporting & Payment Request compliance is met**
 - Q4 - **Issued by May if Q3 Reporting & Payment Request compliance is met**
- AmpliFund Grant Management System
- Payment Request Submission - Aligned with Quarterly Reporting Due Dates
 - Q1 - 7/1/25 - 9/30/25 **Due no later than October 15**
 - Q2 - 10/1/25 - 12/31/25 **Due no later than January 15**
 - Q3 - 1/1/26 - 3/31/26 **Due no later than April 15**
 - Q4 - 4/1/26 - 6/30/26 **Due no later than July 15**

Required Documentation

FY26 Personnel Time Report

FY26 Non-Personnel Grant Expense Details - **added!**

FY26 Grant Funded Personnel Vacancy Form

FY26 Grant Funded Personnel Change Form

FY26 Budget Amendment Request Guidance

FY26 Authorization to Sign or Change of Address

FY26 Change in CEO

All reporting documents are located on the OAG's VCVA and DV webpages

Unexpended Grant Funds

Mandated by State Statute

Grantee Accountability with State Funds

Included in your Grant Agreement - Section 7(a)

“Any grant funds not expended or legally obligated by the end of the term of this Grant Agreement must be returned to the Administrator within forty-five (45) days after the end of the term of this Grant Agreement.”

Unexpended Grant Funds

Notification

AmpliFund-Generated Budget Variance Report and Official Unexpended Grant Funds Letter

20 Business Days

Second Letter: Requesting the return of Unexpended Grant Funds

40 Business Days

Final Attempt Notice: 15 Business days to comply or be referred to the Illinois Comptroller's Offset System

55 Business Day

Notice of Involuntary Withholding Letter: 5 Business days to voluntarily return Unexpended Grant Funds

60 Business Days

OAG Fiscal Affairs Division notified to initiate the Grant funds recovery process

Unexpended Grant Funds

Impact

Risk for Grant
Funds
Accountability

Intensive Site
Visit Financial
Review

Hold Placed on
Quarterly
Funds Release

Risk for Future
Grant Funding
Opportunities

Risk Management

Q1 Grantee Risk Assessment

- Late Reports/Documentation
- Site Visit Issues
- Issued Notice of Grant Violation

Q4 Grantee Risk Assessment

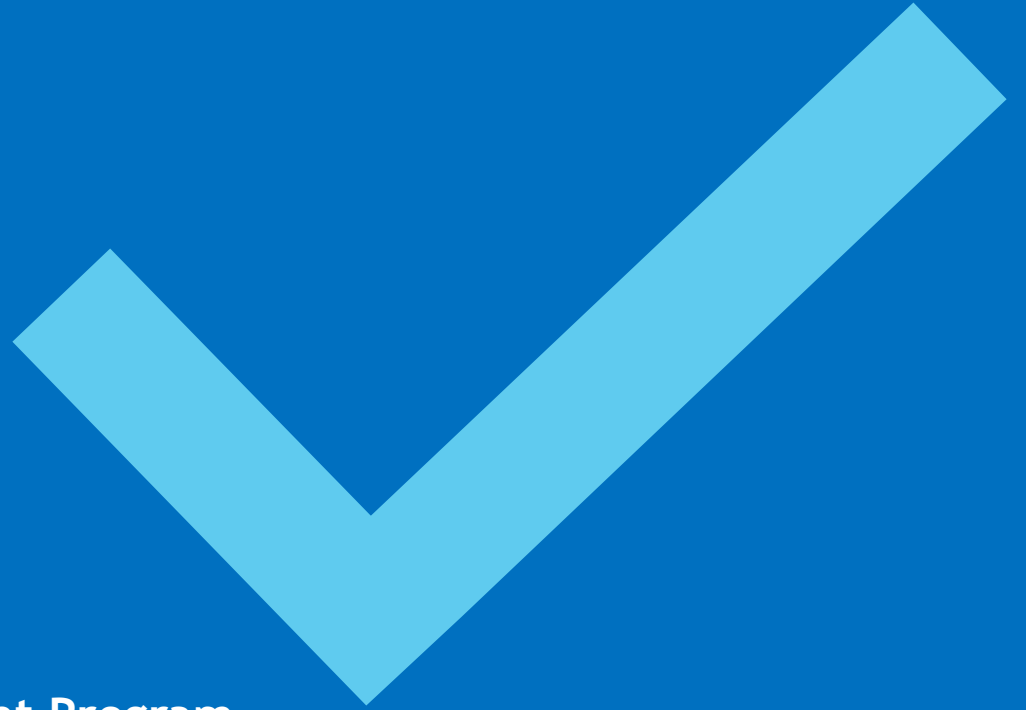
- Grant Closeout Issues
- Unresolved Site Visit Issues
- Issued Notice of Grant Violation

Q4 Risk Assessment Noted for the new Grant Year

Risk Assessments Factor into the next Application Review Process

Support Resources

- AmpliFund Quarterly Reporting Instructions
- New Grantee Orientation Slides
- FAQs
- Grant Funds Distribution Schedule
- FY26 Grant Awards
- Program Brochure
- Illinois Comptroller's Office Payment Search Instructions
- Grant Administrative Code



VCVA Grant Program

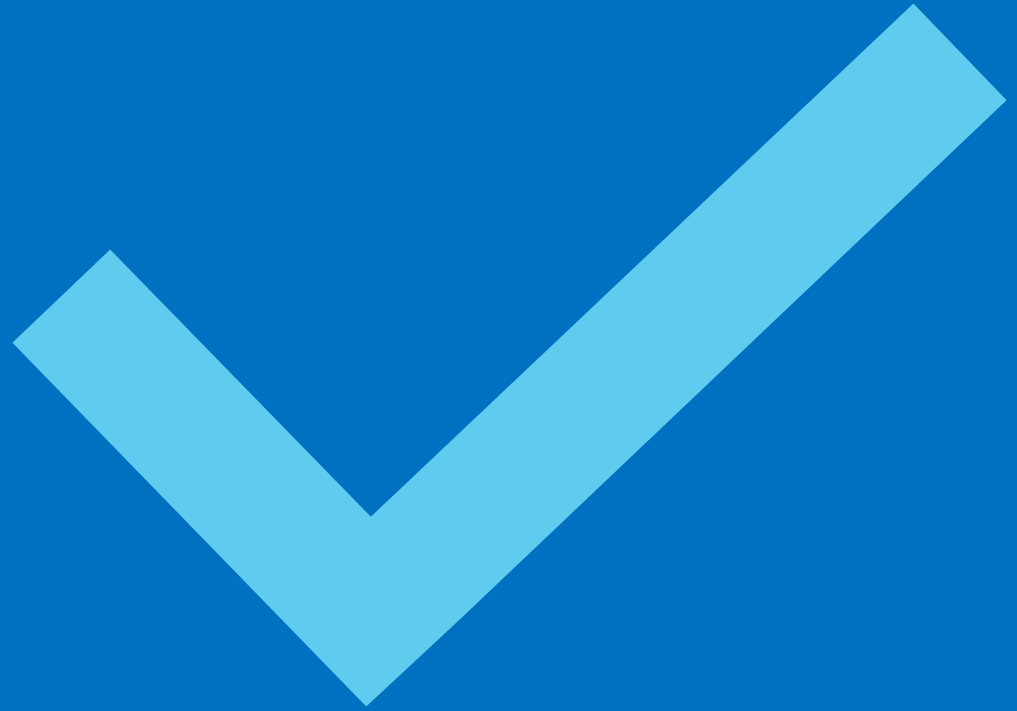
<https://illinoisattorneygeneral.gov/safer-communities/supporting-victims-of-crime/violent-crime-vcva/>

DV Grant Program

<https://illinoisattorneygeneral.gov/safer-communities/supporting-victims-of-crime/domestic-violence-prevention-resources/domestic-violence-fund/>

Support Resources

- Crime Victim Compensation Program
- Statewide Victim Assistance Program
- VINE Notification System (vinelink.com)
- Address Confidentiality Program
- Domestic Violence Prevention Resources
- Training and Outreach Opportunities



Supporting Victims of Crime

<https://illinoisattorneygeneral.gov/safer-communities/supporting-victims-of-crime/>

Support Resources

Grant Monitor Team

Sharon Dehn, Director
Chicago Office
sharon.dehn@ilag.gov

Andrea Halteman, Deputy Director
Carbondale Office
andrea.halteman@ilag.gov

AmpliFund Support
Submit a support ticket
support@amplifund.zendesk.com

Connor Sullivan
Southern Illinois
connor.Sullivan@ilag.gov

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West Central Illinois
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Karyna Reshetniak
Cook and Will Counties
karyna.Reshetniak@ilag.gov

Louise Kanthak
Northern Illinois
Louise.kanthak@ilag.gov

Events and Activities

OAG Webinars

Address Confidentiality
Program - 10/23/25

Crime Victim Compensation
Program - 11/7/25

Prosecutor-Based Victim
Witness Staff - 11/14/25

special.events@ilag.gov

FY27 Applications

VCVA Application Portal
1/1/26 to 2/6/26

DV Application Portal
2/1/26 to 3/6/26

Hard close dates!
Mandated by State Statute

FY27 VCVA Webinars

VCVA Application Process
January 2026

DV Application Process
February 2026

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