

FREQUENTLY ASKED QUESTIONS (FAQs): Community Engagement DVSFA
January 16, 2025

PARTICIPATION IN DVSFA:

Q: Only agencies currently providing DVSS are eligible to apply, correct?

A: Yes.

Q: Do we need to apply by Supervisorial District?

A: Yes. You will need to provide services in the specified SDs that have the walk-in/drop-in centers that are identified as locations in this contract. Agencies that have multiple locations in different SDs may allocate funding based on your projected costs in each SD within the maximum of this DVSFA contract.

Q: Is this program considered to be a new contract with a new contract #?

A: No. We are providing an amendment to your current DVSS contract. The first part of the contract will be DVSS CalWORKs, and the amendment will add DVSFA (its guidelines, and budget).

Q: Is the allocation for the full 15-months?

A: With the implementation date of April 1, 2025, you will receive your allocation for **April 1, 2024 – June 30, 2025**, which is within your current DVSS contract Fiscal Year of 24-25. You will then need to provide a close-out report for this period **April 1, 2025, through June 30, 2025**. You will then receive another allocation (*same amount as this fiscal year) for the new fiscal year, effective July 1, 2025, and you will need to provide a close-out report for this period **July 1, 2025, through June 30, 2026**.

*The amount for the next Fiscal Year: '25-26 will depend upon the number of DV agencies participating in DVSFA.

Client/Participant Eligibility:

Responding to multiple questions around eligibility (including income, verification, and limits), we have detailed clarification below:

To be eligible DVSFA participants **must** be:

- A DV survivor; **and**
- Reside in Los Angeles County (persons experiencing homelessness meet this criterion as well); **and**
- Ineligible for CalWORKs **and** not be a CalWORKs participant

Eligibility for DVSFA is noted in the client file you will establish for each participant during the Intake/Assessment interview.

Limitation for Services: Please refer to current DVSS contract **Section 7.0 DISCHARGE, TERMINATION AND CHANGES.**

Note: This is **not** a DPSS program; therefore, there are **no DPSS forms** to complete. There **will be** forms specific to DVSFA, which will look similar to those used by DVSS for CalWORKs and very soon these forms will be available online. **DVSFA Forms:** You will have to complete a DVSFA budget form (**Due by: 2/28/25**); and Monthly Management Reports (MMR), and Invoices. These forms will be tailored specifically for DVSFA.

Additional Questions around Eligibility Submitted by our DV Partners:

Q: Is there an income eligibility guideline or requirement for clients to be determined eligible?

A: No. There is **no financial eligibility requirement** for clients. **Eligibility:** See above for "Client/Participant Eligibility"

Q: What if the parent is non-CalWORKs eligible, but the child (as a U.S. citizen does receive services under a DPSS program e.g., CalFRESH) – is the parent DVSFA eligible.

A: Yes

Q: Clarification of the Intake Eligibility Process (and how it differs from eligibility for CalWORKs); specifically, if a client is not eligible for CalWORKs, are there any forms we need to submit for them?

A: Intake and Eligibility process:

- New clients are to undergo the same type of Intake and Assessment that you currently perform now with your DVSS CalWORKs clients:
 - specifically, you are confirming clients' need for DV services (and what type of supportive services and/or legal services the client needs)
 - you are to ask client if they are currently receiving DV services from any other DVSFA agency – clients are not to receive duplicative services from multiple DVSFA agencies: **For example**, client **cannot** be receiving DV group counseling from your agency and the same from another DVSFA agency.
 - However, client may receive Case Management resources from your agency and Legal Services from another DVSFA participating agency.
 - you will need to ask if the client is already a CalWORKs client or (through your interview), determine if client is CalWORKs eligible, if Yes, then they are **not** eligible for this (DVSFA) program.
 - you are collecting the same *demographic data you collect now for DVSS clients (i.e., sex, age, **income, etc.) **income – even though income is not an eligibility requirement.
 - You also need to ask the client are they residing in LA County
 - if client indicates:
 - that they are experiencing homelessness, this response is to be taken as Yes, client is residing in LA County).
 - Periodically/temporarily staying with friends, relatives (in LA County), etc., this is to be considered as residing in LA County.

*For demographic data collected, please refer to Monthly Management Report (MMR), Section II (8-subdivisions)

Forms:

The forms you will use in this program will be similar to those you currently use under DVSS, **except**, that the forms, such as the Invoice, Budget, Budget Modification, and Monthly Management Report are a different color (**Purple** and **Blue**), which differ from the **Green** and **Pink** DVSS forms.

Additionally, The Monthly Management Report (MMR) has been edited to remove all references to DPSS **and** CalWORKs. These forms will (in the near future) be posted on the Los Angeles County Department of Public Health's OWH webpage. A DVSFA budget form was sent to you on February 7, 2025, as part of the **Intent to Amend letter** that provided you your total DVSS budget allocation and, your (specific) DVSFA allocation.

Note: If a client is **not eligible for CalWORKs**, there is **no form to complete**. Their ineligibility for CalWORKs, means they are eligible for DVSFA and in which case, you are to move forward as noted under the **Intake and Eligibility Process**.

DVSFA providers must submit the Monthly Management Reports and billing invoices to DPH-OWH the same as DVSS providers.

Q: Do we have to document/have evidence why client doesn't qualify for CalWORKs?

A: Yes. We suggest adding questions to your agency's **Intake/Assessment Process** such as:

Is the client eligible for CalWORKs? Yes ____ No ____

Is the client currently receiving CalWORKs? Yes ____ No ____ if the client answers **No** to both questions, that will satisfy the qualification for DVSFA, and it is documented during Intake/Assessment.

Q: If participant was on CalWORKs, but is no longer eligible, is the participant now eligible for DVSFA?

A: Yes.

Q: Are there time limits for clients to be part of DVSFA – how long can a client be enrolled in the program?

A: There are **no time limits** for clients' participation in DVSFA. Client can be enrolled as per the DVSS contract terms **Section 7.2: Client Choice in no Longer Accessing Services, or No Longer Accessing Particular Services**. This section is also applicable to DVSFA.

Note: Only new clients are to be reported monthly via the MMR.

Finance/budget

Q: Do we use the same Budget form on the OWH Site?

A: A budget form specific to this program (DVSFA) will be sent to you, along with a **Notice of Intent to Amend** letter.

Q: If we use our existing staff for this project – do we have to adjust our existing budget to cover for this new program?

A: Yes. Please review your existing staff allocation in terms of FTE percentage (%) under your DVSS contract. If your agency uses an FTE % from the existing staff on the DVSS budget, and you will use this existing staff for the DVSFA program, the agency will need to identify the FTE % (for both programs) **and** adjust the FTE % on the DVSS budget by submitting a **DVSS budget modification**, which will be due by **3/31/2025**.

Q: Do we need to hire additional staff for DVSFA?

A: See response above. Additional staff may need to be hired depending on your agency's ability to utilize current staff in the DVSFA program. Your DVSS CalWORKs agency staff, if 100% DVSS cannot be utilized for the DVSFA program. If you designate that your DVSS staff will serve both programs, the percent of time will decrease for DVSS and will be allocated appropriately toward DVSFA and reported as such on your budget and budget modification forms.

Q: Can the agency decide to earmark funding for areas of special need (i.e., immigration law vs equally disseminating among other legal items)?

A: Yes. Agencies need to indicate the line item in their DVSFA budget where they expect to expend the dollars.

Q: Prior to submitting the budget, will we receive the fee-for-services list so that we can better submit an accurate budget for the pilot program?

A: No. Please refer to your contract for the current fee-for-services list that you utilize under DVSS. **Note:** The items that are **not** listed (or provided for) under DVSS is **Transportation** and the **expanded** legal services for undocumented immigrants. The expanded legal services under DVSFA lifts the requirement that the U-Visa/VAWA applicant must already have a status/pending application. (Remember, this is only for DVSFA, the requirements under DVSS CalWORKs remain, clients must have a pending application/status for legal services reimbursement). **All legal services for undocumented immigrants can be reimbursed through DVSFA funding – See below under “Legal Services”**

- **Transportation:** Transportation for DV related (health and wellness) transport is covered under DVSFA (up to maximum amount you put in your budget. Reimbursement is at a flat rate (as Translation services are) – No reimbursement for gratuity/tip.

Q: Is the budget for this new program separate from our existing contract?

A: Yes, this is a separate allocation, separate budget. Your agency is required to submit a **separate budget, monthly invoice, Monthly Management Report (MMR)** and **financial closeout report**.

Q: Does the new funding need to be added to our existing budget and send to OWH a revised budget by Feb-2025?

A: See question and response above. These are two separate funding sources; your DVSS budget remains the same, no changes needed at this time. It is the DVSFA budget, that we need for you to provide your cost projections and narrative justification for personnel, operating costs including Transportation (if you deem applicable).

Q: Will there be two separate invoices submitted, one for each program DVSS and DVSFA?

A: Yes. You will continue to use the DVSS invoice forms that you currently use for DVSS. Similar forms tailored for the DVSFA program will be available for your use and accessible online via the OWH website.

Q: Does this mean two separate audits?

A: Yes. Your DVSS contracts will continue to be monitored as they are now and your DVSFA contracts will also be monitored. For further information see Section **Monitoring/Compliance**.

Q: Will we be penalized if we can't spend the funding from April to June?

A: No. Please note that although agencies are being provided all the Fiscal Year's funding for '24-'25 (April 1, 2025 – June 30, 2025), funding will **not** carryover and the same dollar amount will be allocated for the (entire) '25-'26 Fiscal Year.

Q: Can we expect additional dollars in FY periods to come?

A: If additional dollars become available, we will keep our DV partners apprised, for now we are proceeding with the same dollar amount for FY25-26.

Legal Services

Q: What Family Law and other services are covered?

A: Legal services includes family law (divorce, marital property division, spousal support, paternity establishment, child custody/support, visitation, and the filing of temporary restraining orders).

- **Explain what *expanded* legal services means?**

Expanded Legal Services: **All** immigration services for non-citizen DV survivors are covered under DVSFA. The "expansion" of legal services allows for reimbursement for services provided to the immigrant participants with no restrictions.

- **Does the DVSFA client have to have a U-Visa or VAWA already filed prior to enrollment into the DVSFA program or need to be U-Visa/VAWA applicant?**

The DVSS Legal Services requirement that a participant has proof of U-Visa/VAWA application filing **is not** a DVSFA requirement for reimbursement.

Legal Services also include translator/translation services, benefits advocacy, other legal services (i.e., employment, landlord/tenant, and consumer law), and legal services workshops in addition to **Transportation** (if applicable – see Transportation as defined on Page 6).

Monitoring/Compliance:

Q: What will compliance look like? Are the standards/expectations the same as DVSS?

A: Compliance will look much the same as it does now under DVSS. OWH is in the process of recruiting a DVSFA Contract Monitoring team.

- This team will send out **Notice of Programmatic Monitoring Review** letters to confirm the date agreed upon by your Program Manager (or designee) for your Fiscal Year programmatic monitoring review.

Details will be provided in future communications.