

FFY 2026 STOP Grant Program – Sexual Assault Set-Aside

OFFICE OF CRIME
VICTIMS ADVOCACY

RFP Number: F26-31103-11X

Funding Period: January 1, 2027 - December 31, 2027

Proposals Due: November 2, 2026 by 12:00 PM PST (NOON)

Review these definitions.

REQUEST FOR PROPOSALS (RFP)

This document is the "RFP"; it provides information on the funding available, requirements, and process.

PROPOSAL

The documents submitted to apply for this funding opportunity, also sometimes called an "application".

APPLICANT

The organization, agency, tribe, or governmental entity submitting a proposal.

This program is supported by federal STOP Formula Grant Program funding from the Office on Violence Against Women. All awards will be subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by the Office on Violence Against Women, U.S. Department of Justice.

This project will be supported by awards #15JOVW-24-GG-00552-STOP, #15JOVW-25-GG-00064-STOP and/or #15JOVW-26-GG-XXXXX-STOP. The opinions, findings, conclusions, and recommendations expressed in this publication are those of the authors and do not necessarily reflect the views of the U.S. Department of Justice, Office on Violence Against Women.

Table of Contents

Bidder's Conference	3
Questions	4
Who is OCVA?	4
What is this application for?	5
Who can apply?	5
Who cannot apply?	6
How much funding is available?	6
When can the funds be used?	6
What can these funds be used for?	6
What can these funds not be used for?	7
What are the funding requirements?	11
How will applications be reviewed?	16
What happens if Commerce updates this RFP document?	19
What is the timeline for this process?	19
Is Commerce required to grant these funds?	19
What if I have a complaint about this process?	19
When will we know if our proposal was successful?	20
If not successful, can we learn why we were not selected? (Debrief)	20
How can we protest the results of this RFP?	21
Submissions of Proposals and Due Date	23

Attachments:

- Application Packet
- Budget Worksheets

Appendices:

- Appendix A – Reporting Requirements

Bidder's Conference

A bidder's conference will be held Tuesday, October 13, 2026 @ 11:00AM PST. To attend please use this Zoom link: [Bidder's Conference](#)

A separate session specifically for tribal bidders will be held Tuesday, October 13, 2026 @ 1:00PM PST. To attend please use this Zoom link: [Tribal Bidder's Conference](#)

Attendance is encouraged but not required. The conference will end once all questions have been addressed. *OCVA is only bound by its written responses. All questions from the conference or follow-up communications will be documented, answered in writing, and added to the FAQ.*

Office of Crime Victims Advocacy (OCVA)

Proposals Due: November 2, 2026 @ 12:00PM PST (NOON)
NO PROPOSALS WILL BE ACCEPTED AFTER 12:00 PM PST.

See the OCVA Grants and Funding web page at www.ocva.wa.gov for all relevant materials.

Submit applications electronically.

Email application as PDF/Excel attachments to:

OCVAggrantapplication@commerce.wa.gov

Subject Line: Agency Name - FFY26 Sexual Assault Services – STOP Program

OCVA cannot receive zipped files or links. They cannot be used for submission of applications.

Questions

The RFP Coordinator is Matthew Flores. All questions must be submitted via email.

Matthew.Flores@commerce.wa.gov

Questions will be answered directly via email. OCVA will develop a Q&A Document that will be posted on the OCVA website and updated weekly. The final update will be on {{insert date}}.

Americans with Disabilities Act (ADA)

OCVA complies with the Americans with Disabilities Act (ADA) and is committed to ensuring accessibility for all applicants. To request this application in an alternative communication or have it translated, please contact the [RFP Coordinator](#).

Who is OCVA?

The Office of Crime Victims Advocacy (OCVA) is housed within the Department of Commerce. OCVA serves as a voice within government for the needs of crime victims in Washington State. Established in 1990, OCVA serves the state by:

- Advocating on behalf of victims obtaining needed services and resources.
- Administering grant funds for community programs working with crime victims.
- Assisting communities in planning and implementing services for crime victims.

- Advising local and state government agencies of practices, policies, and priorities that impact crime victims.

See OCVA's website for more details: www.ocva.wa.gov

What is this application for?

This application is for victim services that meaningfully address the needs of individuals age 11 and older that have experienced sexual assault.

Who can apply?

- Community-based organizations with a documented history of providing effective victim services,
 - Must be a 501(c)(3) non-profit nongovernmental or tribal organization that serves a specific geographic community and:
 - Focuses primarily on individuals that have experienced sexual assault, ages 11 and older; or
 - Has established a specialized culturally specific program that address individuals who have experienced sexual assault, ages 11 and older; or
 - Has a primary focus on underserved populations (and includes representatives of these populations) and individuals who have experienced sexual assault, ages 11 and older.
- Governmental rape crisis centers,
 - Entities may not be part of the criminal justice system and must be able to offer a comparable level of confidentiality as a nonprofit entity that provides similar victim services
- Federally recognized tribal governments located in Washington, this includes:
 - Authorized designees of tribal governments, and
 - Tribal consortia consisting of two or more separate federally recognized Indian Tribes that have joined together for the purpose of participating in self-governance.

Designee or consortia applicants must submit a tribal resolution or equivalent documentation that the applicant is authorized to apply on behalf of the Tribe(s). It must be current and signed by the applicable authorized representatives. A Tribal consortium may submit bylaws or other governance documents that allow the consortium to apply on behalf of member Tribes, instead of a separate resolution from each consortium

member. If a Tribal designee or consortium applicant cannot get the required documentation before the application deadline, then they may submit a letter explaining the situation.

○ Tribal nonprofit organizations

- Must be a victim service provider that has as its primary purpose to assist Native individuals that have experienced sexual assault, and
- Staff and leadership must include persons with a demonstrated history of assisting Native individuals that have experienced sexual assault.

Who cannot apply?

This opportunity is not open to entities that received STOP Grant Program sexual assault set-aside in the previous competitive process that awarded grants for calendar years 2023 – 2026.

How much funding is available?

OCVA estimates that \$260,000 will be available each year for this grant initiative.

Applicants may propose projects **up to** \$130,000. OCVA anticipates awarding two grants. OCVA has discretion to negotiate any changes to an applicant's scope of work and budget.

When can the funds be used?

The initial grant award period is January 1, 2027 through December 31, 2027.

We anticipate the availability of renewal funding for three (3) years, through December 31, 2030. Renewal funding is contingent on the availability of funding, progress of the project, and/or any extension or amendments to the overarching statewide funding plan.

What can these funds be used for?

Per [34 U.S.C. § 10441\(b\)](#), grant funds must be used to meaningfully address sexual assault under one or more of the purpose areas below. Projects must be survivor-centered, trauma-informed, and culturally responsive.

1. Developing, enlarging, or strengthening sexual assault victim services, developing or improving delivery of victim services to underserved populations, and increasing reporting and reducing attrition rates for cases involving sexual assault.
2. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with sexual assault.

3. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
4. Providing assistance to victims of sexual assault in immigration matters.
5. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.
6. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings.
7. Developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims of sexual assault whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in 18 U.S.C. § 249(c).

All services must be provided in Washington State.

What can these funds not be used for?

Funds cannot be used for projects where a significant portion of the budget is for:

- Staff not providing direct services,
- Goods & services, supplies, or
- Training

Significant means the budget for these items is greater than the personnel budget.

Funds may not be used for many types of expenses. Examples of unallowable or out-of-scope activities and costs are listed below. These lists are not exhaustive. If you have questions about whether a particular activity or cost is allowed, contact the [Application Coordinator](#).

OCVA does not understand any of the restrictions to bar funded subrecipients from using various information, such as race, gender, age, sexual orientation, disability, or immigration status in the course of providing appropriate services to all eligible crime victims.

Activities the Compromise Victim Safety and Recovery and Undermine Offender Accountability

Funds cannot be used for activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Examples of those activities include:

1. Procedures or policies that exclude eligible victims from receiving services based on their race, color, religion, national origin, sex, gender identity, sexual orientation, disability, or their actual or perceived mental or physical health condition, criminal record, employment history or status, income or lack of income, or the age and/or sex of their children.
2. Procedures or policies that compromise the confidentiality of information and/or privacy of victims.
3. Procedures or policies that require victims to take certain actions (e.g. seek an order of protection; receive counseling; participate in counseling, mediation, or restorative justice/circle processes; report to law enforcement or other authorities; seek civil or criminal remedies) or penalize them for failing to do so.
4. Procedures or policies that fail to include conducting safety planning with victims.
5. Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.
6. Using technology without addressing implications for victim confidentiality, safety planning, and the need for informed consent.
7. Partnering with individuals or organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.

Out-of-Scope Activities

Per the FY 2025 NOFO released by the Office on Violence Against Women, the activities listed below are outside the scope of the program scope and will not be funded. **Subrecipients should serve all eligible victims as required by statute, regulation, or award conditions.**

1. Research projects. Funds under this program may not be used to conduct research, defined by 28 C.F.R. § 46.102(d) as a systematic investigation designed to develop or contribute to generalizable knowledge.
2. Promoting or facilitating the violation of federal immigration law.
 - Cooperation with federal immigration enforcement is subject to ongoing litigation in *New Jersey v. United States Department of Justice*, No. 25-cv-0040 (D. R.I. 2025). By applying, applicants do not necessarily agree to terms that purport to require cooperation with federal immigration enforcement efforts, which are vague. Washington complies with 8 U.S.C. § 1373. See *United States v. California*, 921 F.3d 865 (9th Cir 2019).
3. Inculcating or promoting gender ideology as defined in Executive Order 14168, Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government.

4. [Promoting or facilitating discriminatory programs or ideology, illegal DEI and "diversity, equity, inclusion, accessibility" programs that do not advance the policy of equal dignity and respect, as described in Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity. This prohibition is not intended to interfere with any of OVW's statutory obligations, such as funding culturally specific services, and disability programs.](#)
5. [Activities that frame domestic violence and sexual assault as systemic social justice issues rather than criminal offenses \(e.g., prioritizing criminal justice reform or social justice theories over victim safety and offender accountability\).](#)
6. Generic community engagement or economic development without a clear link to victim safety or offender accountability.
7. [Programs that discourage collaboration with law enforcement or oppose or limit the role of police, prosecutors, or immigration enforcement in addressing violence against women.](#)
8. [Awareness campaigns or media that do not lead to tangible improvements in prevention, victim safety, or offender accountability.](#)
9. [Initiatives that prioritize illegal aliens over U.S. citizens and legal residents in receiving victim services and support.](#)
10. Excessive funding for consulting fees, training, administrative costs, or other expenses not related to measurable victim support or offender accountability.
11. [Any activity or program that unlawfully violates an Executive Order.](#)
 - OCVA understands this provision to refer to existing lawful Executive Orders related to grants that lawfully apply to States as grant recipients but is not aware of any such Order. OCVA cannot agree at this time to comply with unknown Executive Orders that have not yet been issued.
12. Activities addressing human trafficking unrelated to domestic violence, dating violence, sexual assault, or stalking.
13. Activities addressing Missing or Murdered Indigenous Persons (MMIP) unrelated to domestic violence, dating violence, sexual assault, or stalking.

Out-of-Scope activities #2-5, #7-9, and #11 are stayed by order of the Court in *Rhode Island Coalition Against Domestic Violence, et al., v. Pamela Bondi, et al.*, No. 25-cv-279 (D.R.I. 2025) and are not enforceable unless and until the stay is lifted. Applying does not constitute acceptance of the limitations on out-of-scope activities set forth in the stayed conditions. If the preliminary stay is lifted, OCVA will process an amendment or modification identifying any award condition or out-of-scope activity that is no longer subject to the preliminary stay and has become enforceable and the date on which it becomes enforceable.

OCVA does not believe any of the prohibitions on the use of funding for out-of-scope activities, or any other term or condition bar the use of funds for any purpose consistent with the statutory provisions governing OVW grant programs, victim confidentiality requirements, or the provision of services to all eligible victims consistent with anti-discrimination and immigration law.

Unallowable Costs

- Alcohol, tobacco, or related products
- Construction
- Consultants
- Establishment or maintenance of computer networks, unless such network blocks the viewing, downloading, or exchanging of pornography
- Equipment, meaning single items over \$10,000
- Food and beverages outside the context of victim services and enhancing victim safety
- Fundraising
- Immigration fees
- Legal services and assistance
- Lobbying
- Physical modifications to buildings, including minor renovations such as painting or carpeting
- Prevention (both primary and secondary), education, or awareness activities
- Purchase of real property
- Research projects
- Relocation costs for victims including:
 - Acquiring furniture or housing
 - Moving expenses such as truck rentals or storage fees
- Services to individuals under the age of 11
- Standard issue law enforcement items
- Vouchers for services

What are the funding requirements?

OCVA encourages applicants to consider the following requirements when deciding to apply for this funding opportunity:

Award Conditions

Applicants, and grant recipients at any level if an award is made, are bound by statutes, federal and state regulations; the provisions of the application; the Violence Against Women Act (VAWA) and subsequent legislation; the U.S. Department of Justice DOJ Grant Financial Guide, and any conditions of the grant award.

Background Checks

Grant recipients, and any subgrantees, must complete required background checks for all employees, volunteers and other persons who may interact with minors in the course of activities under the award. No one funded with these funds may have unsupervised contact with minors until a satisfactory background check (that meets all funding requirements) is completed and the documentation is on file. Required checks include a fingerprint search. See this site for more details: <https://www.justice.gov/media/1166121/dl?inline>. New certifications will need to be provided for any new staff being paid through the grant.

Civil Right Obligations and Non-Discrimination

Grant recipients must be able to certify compliance with the federal civil rights and non-discrimination requirements of 28 C.F.R. Part 38, 28 C.F.R. Part 42, 28 C.F.R. Part 54, and 34 U.S.C. 12291(b)(13). More details on these requirements can be found in Attachment B - Award Conditions.

[28 C.F.R. Part 38](#) covers rules and protections related to discrimination based on religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. **Victim services agencies must give written notice prior to the provision of services (if practicable) on client protections from religious discrimination.** A sample notice is included in this packet or can be found here: [Written Notice of Beneficiary Protections.pdf](#).

[28 C.F.R. Part 42](#) and [Part 54](#) implement civil rights laws that prohibit recipients of federal funding from discrimination in both employment and the delivery of services or benefits. Programs receiving these funds, and in any activity funded through the grant, cannot exclude individuals from participation in, deny benefits to, or subject to discrimination, any person in the United States on the ground or basis of race, color, religion, national origin (including against a person based on their limited English proficiency), sex, disability, or age.

Further, [per 34 U.S.C. 12291\(b\)\(13\)](#) grant recipients cannot in any program or activity, including the facilities, equipment, or property funded in whole or part of this funding, discriminate against persons based on an their actual or perceived race, color, religion, national origin (including against a person based on their limited English proficiency), sex, gender identity (meaning any actual or perceived gender characteristics, sexual orientation, or disability).

Supporting victim safety and recovery requires programs to be accessible to people with disabilities and those who are Deaf or hard of hearing, to provide language access to LEP individuals, to ensure that any sex-segregated or sex-specific services are comparable, and generally to serve all survivors free from discrimination.

Applicants are reminded that denial of language assistance services can be evidence of discrimination on the basis of national origin or disability under certain circumstances. Victim eligibility for direct services is not dependent on the victim's immigration status.

Confidentiality and Privacy Provisions of VAWA

Entities must have the capacity to adhere to the confidentiality requirements of these funds and state law. Grant recipients, and any subgrantees, are required to comply with the provisions of 34 U.S.C. 12291(b)(2), nondisclosure of confidential or private information. These provisions include creating and maintaining documentation of compliance, such as policies and procedures for the release of victim information. Applicants unable to certify compliance with the confidentiality and privacy provisions are ineligible for these funds. In no circumstances may a victim be required to provide a consent to release personally identifying information as a condition of eligibility for services.

Data Collection and Reporting

Grant recipients must submit an annual report that includes on their sexual assault set-aside project and activities. The required data by activity type can be found in Appendix A. Recipients must also complete narratives on significant areas of remaining need and the success of their project. Reports must be submitted electronically using the form or systems provided by OCVA.

Grantees providing advocacy services must submit service and activity data through InfoNet. Data is due on the 15th of the month after the end of the quarter.

OCVA staff conduct periodic checks for compliance with these requirements during the grant period of performance. Noncompliance may result in suspension of payments to the grantee under this grant.

Equal Employment Opportunity Program

Funding for the STOP Formula Grant program is subject to the Equal Employment Opportunity Program (EEOP) requirements. Recipients may be required to submit EEOP Certification forms within 120 days of the award.

Monitoring

Grant managers may conduct fiscal and/or programmatic monitoring with grantees, sometimes called site visits. These visits include discussions about grant-funded activities, the service provider, and the community. This visit may also include verification of compliance with terms and conditions. Fiscal monitoring may include review of invoice back-up documentation.

Non-Supplanting of State and Local Funds

Funding must be used to supplement existing state, local, or other funds for program activities. They cannot replace (supplant) non-federal funds that have been appropriated for the purpose of enhancing the response to victims of domestic violence, dating violence, sexual assault, and/or stalking. Violation of the non-supplanting requirement can result in a range of penalties, including suspension of funds, recoupment of monies provided under this grant, and civil and/or criminal penalties.

Reimbursement Based

Successful applicants will receive a reimbursement-based grant or agreement. Entities will submit invoices via an online Contract Management System. Invoices are generally submitted monthly or quarterly. A more frequent invoice submission may be approved on a case-by-case basis.

Reporting Actual or Imminent Breaches of Personally Identifiable Information

Grant recipients, and any subgrantees, must have written procedures in place to respond in the event of an actual or imminent breach if it creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of personally identifiable information (PII) within the scope of a grant-funded program or activity, or uses or operates a Federal information system. The breach procedures must include a requirement to report an actual or imminent breach of PII to OCVA **no later than 24 hours** after an occurrence of an actual breach, or the detection of an imminent breach.

Uniform Guidance

All requested expenses must be necessary and reasonable as defined in 2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards¹.

Unique Entity Identifiers

Applicants will not receive an award unless they have provided their Unique Entity Identifier to OCVA. Applicants are not required to obtain and have active registration but must have a UEI. If you have not provided your UEI before, VAWA Program staff will work with you directly to receive that information or assist in obtaining a UEI.

¹ http://www.ecfr.gov/cgi-bin/text-idx?tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

Application Format

- At least 11-point, standard font
- Double-spaced narratives
 - Project narrative: up to 5 pages
 - Budget narrative: up to 2 pages
- Page numbers
- Headings and subheadings that correspond to the order in this RFP

Application Contents

Applications for this funding require several parts:

- Complete application packet for your entity type, either victim services or criminal justice
- Project narrative
- Staff assigned to project
- Project budget
- Budget narrative

Application Packet

The application packet contains all the required certifications for this funding.

Project Narrative

The project narrative should include the following:

- Goal of the project
- Needs & context
 - Provide demographics of the population(s) to be served with this project
 - Identify gaps in sexual assault services and/or response for the identified population
- Proposed services & activities
 - Describe the proposed services and how the project will address the needs of the identified population and is tailored to the needs of people who have experienced sexual assault, ages 11 and older

- Describe how the project will provide or increase available safety options for people who have experienced sexual assault, ages 11 and older
- Explain your agency’s qualifications, expertise, and experience in providing the services and activities proposed in the project
- Provide a realistic and detailed timeline for the project
- Expected outcomes of the project

Proposals for holistic or alternate forms of healing should also include justification and cite research that demonstrate their effectiveness at addressing the unique needs of people that have experienced sexual assault.

Staff Assigned to Project

Separate from the Project Narrative, provide staffing information for the project.

- Identify all staff who will be assigned to the funding in the event of an award
 - Provide staff names and job titles
 - Include the responsibilities and qualifications of these staff
 - Indicate how much time or FTE each staff person will be assigned to the project
- For the primary person that will be providing the services and activities proposed in the project, also include:
 - Discuss their skills, education, experience, training and other relevant information that demonstrates their expertise related to serving individuals who have experienced sexual assault
 - If the position is vacant:
 - Provide the job description which should include information on the required skills, education, experience, training and other pertinent information
 - Provide a timeline of when the position can be filled and the proposed project can begin

Project Budget

Complete the Budget Workbook.

Budget Narrative

Provide a narrative for all the expenses detailed in the Budget Workbook. The narrative should clearly correspond with the categories and amount listed in the budget. Explain how costs were determined for each activity or item. The budget narrative should:

- Demonstrate how the budget is reasonable and appropriate for the proposed project and scope of the work
 - Applicants should directly connect each cost with the activities and services proposed in the Project Narrative
- Explain the basis for any project staff listed in salaries and benefits
- Provide justification for any subgrantees or contracted services
- Provide justification for any goods and services

How will applications be reviewed?

Responsiveness

All proposals will be reviewed by the RFP Coordinator to determine compliance with the requirements and instructions specified in this RFP. Project Narratives, Budget Workbooks, and Budget Narratives will be redacted for unallowable services, activities, and costs. Project and Budget Narratives will also be redacted for length.

Failure to comply with any part of the RFP may result in disqualification of the proposal as incomplete and/or non-responsive. OCVA will withdraw non-responsive proposals from consideration.

All applications must also meet certain threshold criteria before being evaluated. Proposals that meet threshold will:

- Be received by the deadline
- Be from eligible applicants
- Have all required forms completed and signed
- Not exceed the maximum budget amount of \$130,000

Disqualified applicants will be notified as to why, after the announcement of the Apparently Successful Bidders. This notification will serve as your debriefing. *Separate debriefing conferences are not applicable for disqualified, incomplete and/or non-responsive applications.*

COMMERCE reserves the right at its sole discretion to waive minor administrative irregularities.

Evaluation of Proposals

This is a competitive process. Responsive proposals will be evaluated based on the requirements stated in this RFP and any revisions issued.

OCVA will designate an evaluation team or teams with expertise in the program area(s) to review, evaluate, and score proposals. In formulating a rating, reviewers will consider, as applicable:

- The demonstrated need for the project
- Whether the interventions are tailored to the specific needs of individuals who have experienced sexual assault
- Whether the project is legitimately focused on sexual assault
- Whether the services are survivor-centered, trauma-informed, and culturally responsive, (if applicable)
- The expertise and experience of the organization and personnel related to sexual assault, and
- How the accompanying budget aligns with the proposed service(s) and activities

Proposals for holistic or alternate forms of healing must include justification and cite research that demonstrates their effectiveness.

As part of funding decisions, OCVA will also consider the following when making awards: geography and urban/rural distribution; service area and program type; activities that address needs of underserved populations; and applicants' history of performance, failure to meet deadlines, spending, and compliance with requirements from previous and current grants.

Please do not submit any information that was not requested, it will not be reviewed or scored.

Proposals will be rated and then ranked based on the following:

- | | |
|---------------------------------|----------------|
| • Need for Project | 15 pts |
| • Proposed Services | 60 pts |
| • Staff Assigned to Project | 15 pts |
| • Budget | 10 pts |
| • Total Points Available | 100 pts |

Applicants must score a minimum average of 70 points to be considered for funding.

Points may be deducted based on past performance. If an applicant is a current or past recipient of OCVA Grants, up to 50 points may be deducted based on the applicant's performance of grant administration and/or service provision.

See a breakdown of how applications will be scored below.

Project Narrative	
Need for Project	15 points
Goal clearly stated	5 points
Demographics of community to be served provided	5 points
Gaps in services and/or response identified	5 points
Proposed Services and Activities	60 points
Needs of identified population and gaps are addressed in a way that is: ○ Tailored to the needs of people who have experienced sexual assault, ○ Legitimately focused on sexual assault, and ○ Survivor-centered, trauma-informed, & culturally responsive (if applicable)	25 points
Project provides and/or increases safety options for victims	15 points
Qualifications of organization are demonstrated	10 points
Timeline is provided and realistic	5 points
Outcomes are identified	5 points
Total points available for Project Narrative: <i>(Need for Project & Proposed Services and Activities)</i>	75 points
Staff Assigned to Project	
Proposed staffing is reasonable and aligns with project goals	5 points
The skills, education, experience, training, and other qualifications of the proposed primary staff person, or the job description, demonstrate or require expertise in serving individuals who have experienced sexual assault	10 points
Total points available for Staff Assigned to Project:	15 points
Budget	
Computations are accurate	2 points
Budget aligns with activities and is reasonable	4 points
Budget narrative corresponds with categories and justifies the costs	4 points
Total points available for Budget:	10 points

What happens if Commerce updates this RFP document?

In the event it becomes necessary to revise any part of this funding application, amendments will be posted on the [OCVA website, grants and funding page](#). Interested applicants should check the website for any amendments prior to applying. OCVA also reserves the right to cancel or to reissue the funding application in whole or in part, prior to execution of a grant.

What is the timeline for this process?

This schedule is an estimate.

Activity	Date
Issue Request for Proposals	September 23, 2026
Question & Answer period	September 23, 2026 – October 29, 2026
Bidder's Conference	October 13, 2026 @11AM
Tribal Bidder's Conference	October 13, 2026 @1PM
Proposals due	November 2, 2026 @ 12:00PM PST (NOON)
Evaluate proposals	November 2 – November 13, 2026
Announce Apparently Successful Bidders	November 23, 2026
Negotiate grant	December 14 – December 31, 2026
Begin grant funded work	January 1, 2027

Is Commerce required to grant these funds?

This RFP does not obligate the state of Washington, Department of Commerce or OCVA to grant for services specified herein. Proposals submitted become the property of the Department of Commerce and cannot be returned. The Department of Commerce is not liable for any costs incurred by the Applicant in developing the proposal.

What if I have a complaint about this process?

Applicants may submit a complaint to COMMERCE based on any of following:

- The solicitation unnecessarily restricts competition;
- The solicitation evaluation or scoring process is unfair; or

- The solicitation requirements are inadequate or insufficient to prepare a response.

A complaint may be submitted to COMMERCE at any time prior to 5 days before the submission due date. The complaint must meet the following requirements:

- The complaint must be in writing;
- The complaint must be sent to the RFP coordinator in a timely manner;
- The complaint should clearly articulate the basis for the complaint; and
- The complaint should include a proposed remedy.

The RFP coordinator will respond to the complaint in writing. The response to the complaint and any changes to the solicitation will be posted on the OCVA website. The Director of COMMERCE will be notified of all complaints and will be provided a copy of COMMERCE'S response. The complaint may not be raised again during the protest period. COMMERCE'S action or inaction in response to the complaint will be final. There will be no appeal process.

When will we know if our proposal was successful?

COMMERCE will notify the Apparent Successful Bidders of their selection via email upon completion of the evaluation process. Proposers who were not selected for further negotiation or award will be notified separately by e-mail.

If not successful, can we learn why we were not selected? (Debrief)

Any Applicant who has submitted a proposal and received notice that they were not selected for contract award may request a debriefing. The request for a debriefing conference must be received by the RFP Coordinator within three (3) business days after the Unsuccessful Bidder Notification is e-mailed to the Applicant. Debriefing requests must be received by the RFP Coordinator no later than 5:00 PM, local time, in Olympia, Washington, on the third business day following the transmittal of the Unsuccessful Bidder Notification. The debriefing must be scheduled within three (3) business days of the request. *It is the applicant's responsibility to ensure they receive confirmation from the RFP Coordinator to schedule the debrief, as well as any subsequent follow-up, within the required three-business-day timeframe.*

Discussion at the debriefing conference is strictly limited to the following:

- Evaluation and scoring of that Applicant's proposal;
- Any written comments from evaluators;
- Review of Applicant's final score in comparison with the other final scores without identifying the other Applicants or reviewing their proposals.

Comparisons between proposals or evaluations of the other proposals is not allowed.

Debriefing conferences may be conducted on the telephone or by other electronic means and will be scheduled for a maximum of thirty (30) minutes.

If your application is deemed nonresponsive, you will be notified of the reason (see *Responsiveness section*). This notification will serve as your debriefing. Separate debriefing conferences are not applicable for nonresponsive applications.

COMMERCE reserves the right at its sole discretion to waive minor administrative irregularities.

How can we protest the results of this RFP?

Protests may be made only by Applicants who submitted a response to this solicitation document and who have participated in a debriefing conference. Upon completing the debriefing conference, the Applicant is allowed five (5) business days to file a protest with the RFP Coordinator. Protests must be received by the RFP Coordinator no later than 5:00 PM, local time, in Olympia, Washington on the fifth business day following the debriefing. Protests must be submitted by email.

Applicants protesting this procurement shall follow the procedures described below. Protests that do not follow these procedures shall not be considered. This protest procedure constitutes the sole administrative remedy available to Applicants under this procurement.

All protests must be in writing, addressed to the RFP Coordinator, and signed by the protesting party or an authorized Agent. The protest must state the RFP number, the grounds for the protest from the list below with specific facts and complete statements of the action(s) being protested. A description of the relief or corrective action being requested should also be included.

Only protests stipulating an issue of fact concerning the following subjects shall be considered:

- A matter of bias, discrimination, or conflict of interest on the part of an evaluator;
- Errors in computing the score;
- Non-compliance with procedures described in this procurement document or COMMERCE policy.

Protests not based on procedural matters will not be considered. Protests will be rejected as without merit if they address issues such as: 1) an evaluator's professional judgment on the quality of a proposal, or 2) COMMERCE'S assessment of its own and/or other agencies' needs or requirements.

Upon receipt of a protest, a protest review will be held by COMMERCE. The COMMERCE Director or an employee delegated by the Director who was not involved in the procurement will consider the record and all available facts and issue a decision within ten (10) business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.

In the event a protest may affect the interest of another Applicant that also submitted a proposal, such Applicant will be given an opportunity to submit its views and any relevant information on the protest to the RFP Coordinator.

The final determination of the protest shall:

- Find the protest lacking in merit and uphold COMMERCE'S action; or
- Find only technical or harmless errors in COMMERCE'S process and determine COMMERCE to be in substantial compliance and reject the protest; or
- Find merit in the protest and provide COMMERCE options which may include:
 - Correct the errors and re-evaluate all proposals, or
 - Reissue the solicitation document and begin a new process, or
 - Make other findings and determine other courses of action as appropriate.

If COMMERCE determines that the protest is without merit, COMMERCE will enter into a contract with the Apparent Successful Bidder(s). If the protest is determined to have merit, one of the options above will be taken.

Submissions of Proposals and Due Date

Due: November 2, 2026 @ 12:00PM PST (NOON)
NO APPLICATIONS WILL BE ACCEPTED AFTER 12:00 PM PST.

See the OCVA Grants and Funding web page at www.ocva.wa.gov for all relevant materials.

Submit applications electronically.

Email application as PDF/Excel attachments to:
OCVAggrantapplication@commerce.wa.gov

Subject Line: Agency Name - FFY26 Sexual Assault Services – STOP Program

OCVA cannot receive zipped files or links. They cannot be used for submission of applications.

Proposals received after the deadline will not be accepted or considered.

It's the applicant's responsibility to ensure their proposal is submitted on time. Commerce is not responsible for email issues on the applicant's end, though exceptions may be made if Commerce's email system is at fault.

Applicants will receive an email confirming their submission. This email does not mean the applicant meets eligibility requirements or that the proposal is complete. If you don't get a confirmation email within two days of your submission, it's your responsibility to contact the RFP coordinator right away to resolve any email issues.

To avoid disqualification, submit your proposal well before the deadline. Last-minute submissions often lead to issues, and most past disqualifications were due to late submissions. Once submitted, all proposals and supporting documents become the property of Commerce and will not be returned.