



# COLORADO

Office of Children,  
Youth & Families

Domestic Violence Program

## DVP - CAIA Support

*\$5,000 in CAIA 2024 Attendance Cost Reimbursement  
for currently contracted organizations*

### The Opportunity

DVP seeks to support a robust network of community-based organizations throughout Colorado that deliver high quality no-cost confidential services to survivors of domestic and sexual violence. Advocates and community-based organizations have been challenged since the start of the COVID-19 pandemic with shifting service models to safeguard the health of staff and clients, the increased complexity of survivor needs, the personal stressors of the pandemic, and high levels of staff burnout and turnover. Violence Free Colorado and the Colorado Coalition Against Sexual Assault (CCASA) have focused the Colorado Advocacy In Action (CAIA) Conference on addressing the changing landscape since COVID, including sessions on supporting advocate wellbeing, organizational resilience, and the advancement of accessible, culturally responsive, & trauma-informed advocacy. The 2024 conference will include roundtables and networking discussions to create a community of connections for advocates. CAIA organizers are focused on bringing presenters who amplify stories, center the knowledge of their own intersectional identities, and lift up the wisdom of resilient communities that anti-violence movements have historically underserved.

A portion of the FVPSA COVID Mitigation and Anti-Sexual Assault funds will be used to reimburse **DVP-contracted organizations** for costs related to CAIA 2024 attendance. DVP will directly notify eligible organizations in February.

### Eligibility

**Organizations:** Currently funded organizations that have a contract with DVP are eligible for reimbursement for up to \$5,000 on conference-related costs. Eligible organizations may have one or more of the following contracts with DVP: Domestic Violence Services, Sexual Violence Services, or the Flex Funds Project.

**People:** CAIA attendance by employees, volunteers, board members, and/or survivors served by an eligible organization can be included in the reimbursement request for this support from DVP. Additionally, CAIA attendance by an allied professional associated with an eligible organization may also be included in the request if the organization determines it will reimburse the individual's costs for the benefit of the organization.

**Costs:** Each eligible organization may submit for reimbursement of up to \$5,000 of allowable costs including:

- Registration fees
- Travel costs (mileage, airfare, rideshare, public transportation)
- Lodging costs
  - Please note: DVP will reimburse the CAIA negotiated room rate at the conference location

Requested reimbursed expenses may only be for individuals who attend the CAIA Conference. If a conference registration or lodging reservation is paid for but not actually used, the cost is not allowable for DVP reimbursement. Please note: **neither taxes associated with allowable costs nor meal costs will be reimbursable by DVP via this opportunity.**

### Process

After the CAIA Conference on June 10-12, 2024, DVP will email eligible organizations with the link to the **electronic CAIA Support Reimbursement Form**. One reimbursement form may be submitted per organization for up to \$5,000 of allowable cost reimbursement. Requests from individuals or ineligible organizations will not be reimbursed. Forms must be submitted by 10 AM on Wednesday, July 10, 2024, and need to include backup documentation such as:

- Registration receipts
- Mileage reimbursement records
- Travel and Lodging receipts

### Payment

DVP will process the submitted reimbursements on a rolling basis through July 10, 2024 and organizations will be paid via Electronic Funds Transfer within 45 days. Please note that DVP needs timely submission of invoices as June is the last month of the State Fiscal Year and has strict timeframes for reimbursements within the State Year End closeout.