

UNDERSTANDING THE REQUIREMENTS

FEDERAL GRANT MATCH



What is a Match

A match for a federal grant is the non-federal share of the total project costs that a grantee is required to contribute to achieve the purposes of the award. The required match percentage, sources of match, and other requirements vary from program to program, so the program solicitation should be consulted. In general, other federal funds cannot be used as match for another federal grant.

Most awards funded by the Office for Victims of Crime (OVC) human trafficking discretionary grant program require a 25 percent match (cash or in-kind) from the grantee by statute. The federal portion of the award must cover no more than 75 percent of the total project budget.

There are two kinds of matches, cash and in-kind.

- **Cash match**, also known as a hard match, is either the grantee organization's own funds (general revenue), cash donations from non-federal third parties (such as foundations), or by non-federal grants. A cash match is a cash contribution.
- **In-kind match**, also known as a soft match, derives from the monetary value of non-cash contributions that support project work, typically in the form of personnel, goods, and services, including direct and indirect costs. Examples include volunteer hours, equipment, or furniture donations.

WHO WE ARE

The Human Trafficking Capacity Building Center is a coaching and development hub assisting organizations and tribes with: (1) building their capacity to aid victims of all forms of human trafficking, (2) navigating the broad range of resources available to support their missions, and (3) strengthening human trafficking service networks.

Match for Tribal Organizations

For most federal grant programs, tribal organizations that otherwise are eligible for an award may be able to apply their Indian Self-Determination or Self-Governance funds as non-federal match.

Note: If an applicant exceeds the required match and an award is made, the Office of Justice Programs will hold the grantee accountable for the proposed match amount.

Determining the Match Amount

Section 3.3 of the [DOJ Financial Guide](#) contains step-by-step instructions on how to calculate the required match.

Tips to Meet the In-kind Match Requirement

- **Identify project partners that can potentially provide match**, such as universities, nonprofit partners, other tribal or governmental departments, or community stakeholders, when planning to apply for a human trafficking grant.
- **Include donated office or meeting space** using the market value of that space.
- **Calculate the time devoted by volunteers** contributing their professional expertise to a project using a published range for that position within that person's organization, or rates consistent with those ordinarily paid by other employees for similar work in the same labor market. For example, a volunteer trainer whose industry pay—if employed—would be \$25 an hour, and the person devotes 100 hours a year, then the estimated value of the volunteer labor is \$2,500.00.
- **Identify fringe benefits and other costs** associated with the time devoted by match staff or volunteer time.
- **Record donated travel expenses** such as airline tickets or bus fares at receipt value.
- **Use the federal mileage reimbursement rate** found at www.gsa.gov to calculate per diem and mileage travel rates for when the travel took place.