Victims of Crime Act (VOCA)

SUBGRANTEE AWARD REPORT 2022/2023

Subgrant Award Report Purpose

Create profile of the subgrantee recipient receiving VOCA funds.

Report information on the activities the program plans to implement with VOCA funds.

What If Information Changes?

- **Any variation in services the subrecipient said they would perform may require an adjustment to goals and objectives.**

- **A new Subgrant Award Report is <u>required</u> <u>within 30 days of any changes made</u>.**

Organization Information

VOCA Subgrant Award Report

1. **Subgrantee Organization**
   A. Organization Name: «Subgrant_Organization»
      Subgrant Number   «Subgrant_Number»
   B. Organization Address: «Address»
   C. City: «City»
   D. State: «State»
   E. Zip + 4:   «Zip»

If Address information is incorrect, list correct information here:

2. **Subgrantee Organization Point of Contact** (*list the person who will get messages relating to this report*)
   A. Name: «Project_Director»
   B. E-mail: «EMail»
   C. Phone: «Telephone»

If Point of Contact information is incorrect, list correct Point of Contact, e-mail, and telephone below:

Organization Type

3. Subgrantee Organization Type (*select only __one__ response in the category that best describes the organization type*)

A. Government Agencies Only: Which designation best describes your government agency (*select __one__ response*)?

- ☐ Courts
- ☐ Juvenile Justice
- ☐ Law Enforcement
- ☐ Prosecutor
- ☐ Other government agency

Description: ▢

B. Nonprofit Organization Only: Which designation **best** describes your nonprofit organization (*select __one__ response*)?

- ☐ Child abuse service organization (e.g. child advocacy center)
- ☐ Coalition (e.g. state domestic violence or sexual assault coalition)
- ☐ Domestic and family violence organization
- ☐ Faith-Based organization
- ☐ Organization provides domestic <u>and</u> family violence and sexual assault services
- ☐ Organization by and/or for underserved victims of crime (*e.g. drunk driving, homicide, elder abuse*)
- ☐ Sexual assault services organization (*e.g. rape crisis center*)
- ☐ Multiservice agency
- ☐ Other type of nonprofit organization serving victims of crime

Describe: ▢

Organization Type (Cont.)

C. Federally Recognized Tribal Governments, Agencies, and Organizations Only: Which designation best describes your tribal agency or organization (*select **one** response*)?

- ☐ Child abuse service organization (*e.g. child advocacy center*)
- ☐ Court
- ☐ Domestic and family violence organization
- ☐ Faith-based organization
- ☐ Juvenile justice
- ☐ Law enforcement
- ☐ Organization provides domestic and family violence and sexual a
- ☐ Prosecutor
- ☐ Sexual assault services organization (*e.g. rape crisis center*)
- ☐ Other justice-based agency
- ☐ Other agency that is not justice-based (*e.g. human services, health, education*)
- ☐ Organization by and/or for a specific traditionally underserved community
- ☐ Organization by and/or for underserved victims of crime (*e.g. drunk driving, homicide, elder abuse*)
- ☐ Other
     Describe:

D. Campus Organizations Only: Which designation best describes your campus organization (*select **one** response*)?

- ☐ Campus-Based victims services
- ☐ Law enforcement
- ☐ Physical or mental health service program
- ☐ Other
     Describe:

Subgrant Information

4. A. Subgrant number: «Subgrant_Number»
   B. Subaward Amount: «Total_Award_For_this_Subgrant»
   C. Project Period of Performance: «Subaward_Period_of_Performance»

Federal grant(s) funding for this subaward (for DAC Use Only):

Federal Award #: «Federal_Award_Identification_Number1» Amount: «Amount_of_federal_funds_obligated_from_1»
Federal Award #: «Federal_Award_Identification_Number2» Amount: «Amount_of_federal_funds_obligated_from_2»

DAC will fill in this information. Notify VOCAhelp@dac.state.ok.us if you believe the information is incorrect.

Subgrant Information (cont.)

5. **Purpose of the VOCA Subaward** (select <u>one</u> response):
   - ☐ Continue a VOCA-funded victim project in a previous year
   - ☐ Expand or enhance an existing project not funded by VOCA in the previous year
   - ☐ Start up a new victim services project
   - ☐ Start up a new Native American victim services project
   - ☐ Expand or enhance an existing Native American project

Check **only** 1.

Project Classification
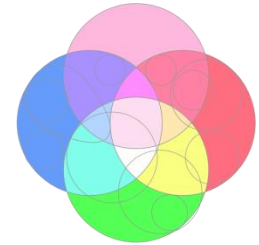
Oklahoma has elected to assist VOCA subrecipients by calculating the priority and underserved requirements for each subrecipient using the data from one or more previous PMT quarter(s). This method does not apply to new projects.

6. For Existing Programs, DAC will use this tool.

Crime Type	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Data	Priority Category		Total	for SAR
Adult Physical Assault (includes Aggravated and Simple Assault)	12	9	57		78	A. Child Physical Abuse/Neglect	156	7.84%	$5,876
Adult Sexual Assault	20	20	46		86	B. Domestic & Family Violence	36	1.81%	$1,356
Adults Sexually Abused/Assaulted as Children	19	0	0		19	C1. Child Sexual Assault	245	12.31%	$9,229
Arson	0	0	0		0	C2. Adult Sexual Assault	111	5.58%	$4,181
Bullying (Verbal, Cyber or Physical)	0	0	0		0	C3. Total Sexual Assault	356	17.88%	$13,410
Burglary	3	8	14		25	D1. DUI	28	1.41%	$1,055
Child Physical Abuse or Neglect	83	32	41		156	D2. Assault	78	3.92%	$2,938
Child Pornography	14	51	15		80	D3. Adults Molested as Children	19	0.95%	$716
Child Sexual Abuse/Assault	56	56	53		165	D4. Elder Abuse	7	0.35%	$264
Domestic and/or Family Violence	13	4	19		36	D5. Robbery	57	2.86%	$2,147
DUI/DWI Incidents	2	12	14		28	D6. Survivors of Homicide Victims	1151	57.81%	$43,358
Elder Abuse or Neglect	6	1	0		7	D7. Other Violent Crimes	57	2.86%	$2,147
Hate Crime: Racial/Religious/Gender/Sexual	1	0	0		1	D8. Other Non-Violent Crimes	46	2.31%	$1,733
Human Trafficking: Labor	0	0	0		0	D9. Total UNDERSERVED	1,443	72.48%	$54,357
Human Trafficking: Sex	4	0	21		25	E. Total SERVED	1,991	100.00%	$75,000
Identity Theft/Fraud/Financial Crime	0	1	0	0	1				

Review the Report

If you do not agree with the estimated distribution of VOCA funds based on PMT data reported by your program, contact **VOCAhelp@dac.state.ok.us** and you will be sent a blank form to complete.

Remember … the numbers you report on the PMT and SAR are subject to audit/inspection by DAC, OVC, and the OIG.

Note: OVC has approved using the PMT data to calculate the SAR and has asked us to train other states on this method.

Project Classification for New Programs

For new programs, this calculation will be based on the information the applicant provided in OKGrants on the Project Classification & Evaluation page.

PROJECT CLASSIFICATION AND EVALUATION

Instructions: If Underserved victims will be served, you must list a percentage or the page will have an error. When added together, the four should total 100%. Please complete this page and click SAVE. Fields will populate with information and any errors will be noted at this point. are marked with an *.

This page is referring to the proposed VOCA project only (not the entire agency).

Proposed VOCA Project Classification by Crime Type

Federal Priority Categories (check all that apply)

☑ Sexual Assault (adult and child)

Percentage of Grant and Match Funds that will be focused on this crime type: `20` %

☑ Spousal Abuse, Intimate Partner Violence, or Dating Violence

Percentage of Grant and Match Funds that will be focused on this crime type: `20` %

☑ Child Abuse (include child sexual abuse under Sexual Assault)

Percentage of Grant and Match Funds that will be focused on this crime type: `20` %

Underserved Categories (check all that apply)
☑ DUI / DWI   ☑ Survivors of Homicide Victims
☑ Assault   ☑ Adults Molested as children
☑ Elder Abuse   ☑ Robbery
☑ Other Violent Crime   ☐ Other non-violent crime (e.g. financial exploitation)

Percentage of Grant and Match Funds that will be focused on underserved crime victims: `40` %
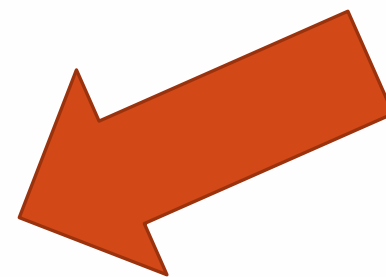
Additional Information in the SAR

IMPORTANT

7. Service Area(s) – Please list all counties that cover the service area for your organization:

Fill in all blanks on form

DAC will fill in match using information you provided in your grant application. If you wish to change your match, a Grant Adjustment (GAN) will be required.

List any counties served outside the State of Oklahoma:

8. Subgrant Match (*financial support from other sources*)
  A. In-Kind Match Value: «InKind_Match»
  B. Cash Match: «Cash_Match»
  C. Total Match: «Total_Approved_Match»
  D. ☐ Check this box *ONLY* if the organization has received a full or partial match waiver (see OKGrants Budget Summary Page).

Use of VOCA and Match Funds

For this subaward, only check the categories of service and subcategories that best identify the types of services or activities to be provided by the VOCA-funded project (including match).

DO NOT report the entire organization's services or those offered by another agency.
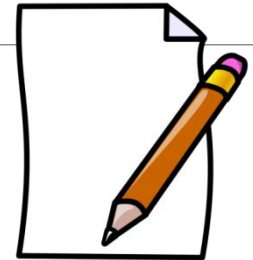
Correlation with PMT Report

Data will need to be collected for any services reported in the SAR.

Data collection will be reported on the Performance Measurement Tool (PMT) we will discuss shorty.

Types of Services to Be Provided During Project

A. INFORMATION & REFERRAL *(select all that apply)*
- ☐ Information about the criminal justice process
- ☐ Information about victim rights, how to obtain notifications, etc.
- ☐ Referral to other victim service programs
- ☐ Referral to other services, supports, and resources *(includes legal, medical, faith-based organizations, address confidentiality programs, etc.)*

B. PERSONAL ADVOCACY/ACCOMPANIMENT *(select all that apply)* —
required to assist victims in seeking victim compensation benefits and should chec
- ☐ Victim advocacy/accompaniment to emergency medical care
- ☐ Victim advocacy/accompaniment to medical forensic exam
- ☐ Law enforcement interview advocacy/accompaniment
- ☐ Individual advocacy *(assistance in seeking victim compensation benefits, su*
   Information on how to apply, etc.; applying for public benefits, return of pers
- ☐ Performance of medical forensic exam or interview, or medical eviden
- ☐ Immigration assistance *(e.g. special visas, continued presence application, a*
- ☐ Intervention with employer, creditor, landlord, or academic institution
- ☐ Child and/or dependent care assistance *(provided by organization or coordination of these services)*
- ☐ Transportation assistance *(provided by agency or coordination of these services)*
- ☐ Interpreter services

All programs should be checking this box and providing assistance to victims in seeking victims compensation
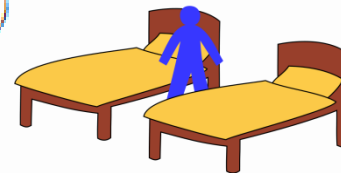
Types of Services (cont.)

C. EMOTIONAL SUPPORT OR SAFETY SERVICES *(select all that apply)*

☐ Crisis intervention *(in-person, includes safety planning, etc.)*

☐ Hotline/crisis line counseling

☐ On-scene crisis response *(e.g. community crisis response)*

☐ Individual counseling

☐ Support group *(facilitated or peer)*

☐ Other therapy *(traditional, cultural, or alternative healing; art, writing, or play therapy, etc.)*

☐ Emergency financial assistance *(includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows/locks, taxis, prophylactic and nonprophylactic meds, durable medical equipment, etc).*
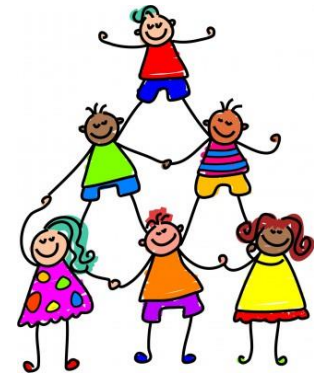
D. SHELTER/HOUSING SERVICES *(select all that apply)*

☐ Emergency shelter or safe house

☐ Transitional housing

☐ Relocation assistance *(Includes assistance with obtaining housing).*

Types of Services (cont.)

JUSTICE

E. CRIMINAL/CIVIL JUSTICE SYSTEM ASSISTANCE *(select all that apply)*

☐ Notification of criminal justice events *(e.g. case status, arrest, court proceedings, case disposition, release, etc.)*

☐ Victim impact statement assistance

☐ Assistance with restitution *(includes assistance in requesting and when collection efforts are not successful)*

☐ Assistance in obtaining protection or restraining order

☐ Civil legal assistance with family law issues *(e.g. custody, visitation, or support)*

☐ Other emergency justice related assistance

☐ Immigration attorney assistance *(e.g. special visas, continued presence application, and other immigration relief)*

☐ Prosecution interview advocacy/accompaniment *(includes accompaniment with prosecutor and victim/witness)*

☐ Law enforcement interview advocacy/accompaniment

☐ Criminal advocacy/accompaniment

☐ Other legal advice and/or counsel

F. ASSIST INDIVIDUALS WITH A VICTIMS COMPENSATION APPLICATION (beyond providing information)

☐ Assists potential recipients in seeking crime victim compensation benefits

Identifying Types of Victims to be Helped Using VOCA Funds

10. TYPES OF VICTIMIZATION

INSTRUCTION: Check all of the types of victimizations the VOCA-funded project will serve. "Other" refers to a type of victimization that is not associated with any of the types provided in this list (e.g. property crimes).

VICTIMIZATION TYPE (see pg. 8 for definitions)	Check the types of victims the VOCA-funded project intends to serve by
Adult Physical Assault (includes Aggravated and Simple Assault)	☐
Adult Sexual Assault	☐
Adults Sexually Abused/Assaulted as Children	☐
Arson	☐
Bullying (Verbal, Cyber or Physical)	☐
Burglary	☐
Child Physical Abuse or Neglect	☐
Child Pornography	☐
Child Sexual Abuse/Assault	☐
Domestic and/or Family Violence	☐
DUI/DWI Incidents	☐
Elder Abuse or Neglect	☐
Hate Crime: Racial/Religio ... ual Orientation/Other (Explanation required)	☐
Human Trafficking: ...	☐
Human Trafficking: ...	☐
Identity Theft/Fraud/... Crime	☐

CHECK ALL THAT APPLY!

crime

Types of Victims (cont.)

Kidnapping (non-custodial)	☐
Kidnapping (custodial)	☐
Mass Violence (Domestic/International)	☐
Other Vehicular Victimization (e.g. Hit & Run)	☐
Robbery	☐
Stalking/Harassment	☐
Survivors of Homicide Victims	☐
Teen Dating Victimization	☐
Terrorism (Domestic/International)	☐
Other type of victimization not listed above:	☐

Budget and Staffing

This section is based on the subrecipient's current fiscal year

Do not include entire agency budget, unless the entire agency is solely devoted to victims services (for example, if the award is to support victims services in a DAs Office, only report the budget for the victims services unit within the DAs Office)

Include cash match, but NOT in-kind match

Budget and Staffing (cont.)

Information Requested	Response	Explanation (as needed)
A. Total budget for all victimization programs/services for this subgrantee	$ Amount	The amount reported is for the current fiscal year. Include the subaward amount reported in Question 4.
B. Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year	C1. Subaward Amount: Auto-populated C2. **OTHER** STATE/TERRITORY: $ Amount C3. **OTHER** LOCAL: $ Amount C4. **OTHER** FEDERAL: $ Amount C5. **OTHER** NON-FEDERAL:	Identify by source the amount of funds allocated to the victimization programs/services budget of the subgrantee agency. **DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY** OTHER FEDERAL includes all federal funding except the subaward amount reported in Question 4.

Budget and Staffing (cont.)

C. Total number of paid staff for all subgrantee victimization program and/or services	ENTER WHOLE Number	Count each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.
D. Number of staff hours funded through this VOCA award (plus match) for subgrantee's victimization programs and/or services	Number of HOURS	Total COUNT of hours to work by all staff supporting the work of this VOCA subaward plus match.

Budget and Staffing (cont.)

E. Number of **volunteer staff** supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services	ENTER WHOLE Number	COUNT each volunteer staff once. DO NOT prorate based on FTE.
F. Number of **volunteer hours** supporting the work of this VOCA award (plus match) for subgrantee's victimization programs	Number of HOURS	Total count of hours to work by all volunteers supporting the work of this VOCA subaward plus match.

Overall Comments (optional):

Additional information that may help further explain your reported data.

What do we do now?

DAC will send each subrecipient a Subgrant Award Report with much of the data already filled in by mid-November.

The Subrecipient should review the data filled in for accuracy and <u>complete any areas that are blank</u>.

Subrecipient should return the completed SAR to DAC on or before <u>October 17, 2022</u> via e-mail to VOCAhelp@dac.state.ok.us. In the subject line, put SAR and the VOCA grant year and number (example: SAR 22-555).

The SAR can be modified throughout the course of the grant period. Any changes made to the project from the initial SAR will require a new SAR be completed, along with a possible change in goals and objectives.

Questions

SAR Technical Support
(405) 264-5008 or
VOCAhelp@dac.state.ok.us