

**OFFICE FOR VICTIMS OF CRIME
VICTIM ASSISTANCE FORMULA GRANT PROGRAM
PERFORMANCE MEASURES**

SUBGRANTEE REPORT

As mandated under the Government Performance and Results Act of 1993 (GPRA), the Office for Victims of Crime (OVC) is required to establish strategic planning, performance planning, and reporting as a framework to communicate progress in achieving its mission. GPRA serves as a foundation for helping Federal agencies to focus on their highest priorities and create a culture where data and empirical evidence play a greater role in policy, budget, and management decisions. This is achieved through the use of a performance measurement framework.

Performance measurement is concerned with collecting information to determine whether a program achieved its goals and objectives. Information from performance measurement is used to improve the operation of the program. These data are not used to “evaluate” programs but to understand the progress that programs achieve on the state and national level toward meeting program objectives and the mission of the agency.

OVC's intent is to use performance measurement data to understand the trends and changes grantees experience over time. With this practical understanding, OVC is better able to meet the requests of Congress, Office of Justice Programs (OJP), the Department of Justice, the Office of Management and Budget, and other stakeholders to offer insight into programmatic and policy considerations.

The following pages outline general questions and performance measures for the OVC Victims of Crime Act (VOCA) Victim Assistance Formula Grant Program. The Victim Assistance program is designed to support comprehensive approaches within states and tribes to respond to incidences of victimization. The performance measures indicate to what extent grant activities meet the following goals and objectives:

- Support the provision of direct services to crime victims;
- Improve victim access to services;
- Increase victim knowledge of the criminal justice system;
- Assess impact of funded programs using performance management data;
- Provide more emphasis on evidence-based programs and practices;
- Increase partnerships with other OJP agencies that work with victims;
- Collect and analyze OVC performance management data; and
- Increase stakeholder satisfaction with OVC.

The Victim Assistance program performance measures are reported in two formats—quantitative (numeric responses) and qualitative (narrative responses). You will submit data into the OVC PMT starting with grant activity that has occurred since October 1, 2015. The data should be entered in quarterly increments (October – December 2015, January–March 2016, etc.). Each quarter the data should be entered within 45 days after the close of a reporting period.

If you have questions about your program, please contact your OVC Victim Justice Program Specialist.

If you have any questions about the Performance Measurement Tool (PMT) or performance measures, please call the OVC PMT Help Desk at 1-844-884-2503, or e-mail OVCPMT@csrincorporated.com

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I. POPULATION DEMOGRAPHICS

(SOURCE OF DATE: activities conducted at the subgrantee level)

1. Total number of individuals served during the reporting period

INSTRUCTIONS: include individuals on your roll as of the first day of the reporting period, that continue to receive services, plus any new individuals added during the reporting period

- a. Number of individuals carried over from the previous reporting period
- b. New individuals added during the reporting period
- c. Total (a+b) (auto calculated by OVCPMT)

Comment [UM1]:

OVC defines "new" as persons who were not provided services by your agency during the previous reporting period.

Comment [UM2]:

TIP: These are individuals that received services in the prior reporting period and continue to receive services from your agency during the reporting period.

2. Demographics

INSTRUCTIONS: Count each new individual in only one race/ethnicity type as self-reported. For new individuals who self-report in more than one race category, enter the total number of individuals in the "Multiple Races" category. The total number of new individuals for each category should total the number reported in item #1b. The data is used for statistical purposes to comply with Federal regulations.

If no data is collected for a category, enter the number of new individuals as Not Tracked or Not Reported.

- **Not Reported** represents that the state collects this data, but it was not provided or indicated by the person completing the application.
- **Not Tracked** represents that the state is unable to submit this data as requested in the PMT, due to the need to change the data collection system (i.e., software and/or application). Efforts are underway to track data as requested.
- The value of "0" represents a true value of zero.

Review Appendix A for definitions for the race/ethnicity category.

Category	Population	Number of Victims
A. RACE/ETHNICITY (self-reported)	American Indian/Alaska Native	
	Asian	
	Black/African American	
	Hispanic or Latino	
	Native Hawaiian and Other Pacific Islander	
	White Non-Latino/Caucasian	
	Some Other Race	
	Multiple Races	
	Not Reported	
	Not Tracked	
TOTAL		Auto-calculated
B. GENDER (self-reported)	Male	
	Female	
	Other (explanation required)	
	Not Reported	
	Not Tracked	

Comment [UM3]:

TIP: If your state tracks a race or ethnicity category not represented here, count the number of individuals in the "some other race:" category.

Comment [UM4]:

TIP: May include the transgender community. Transgender is an umbrella term that encompasses a wide range of people whose gender identity or expression may not match the sex they were assigned at birth. "Trans" is used as frequently or more frequently than "transgender."

Provide explanation for "other"

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TOTAL		Auto-calculated
C. AGE (self-reported)	0-12	
	13-17	
	18-24	
	25-59	
	60 and Older	
	Not Reported	
	Not Tracked	
TOTAL		Auto-calculated

TYPES OF VICTIMIZATIONS (for all individuals identified in #1b)

D. Unduplicated count of individuals served
(by type of victimization:
INSTRUCTION:
Please select the type of victimization for each individual who sought services based on the presenting issue.

1. Number of individuals who initially sought services for a selected victimization type.
2. Of the individuals identified in item D1, indicate the number who sought services for an additional victimization type.

Adult Physical Assault (Includes Aggravated and Simple Assault)
Adult Sexual Assault
Adults Molested as Children
Arson
Bullying (Cyber or Physically Present)
Burglary
Child Pornography: Production/ Possession/Distribution
Child Sexual Abuse/Assault
Domestic and/or Family Violence
DUI/DWI Incidents
Elder Abuse or Neglect
Hate Crime: Racial/Religious/Gender/ Sexual Orientation/Other (Explanation Required)
Human Trafficking: Labor
Human Trafficking: Sex
Identity Theft/Fraud/Financial Crime
Kidnapping Mass
Violence (Domestic/International)

Comment [UM5]:
TIP: Not all in this list may be a crimes as defined by federal or state code. At a minimum, it represents an OVC description for emerging victimization types or experiences that may be recognized by your state program.

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	Other Vehicular Victimization (e.g., Hit and Run)			
	Robbery			
	Stalking			
	Survivors of Homicide Victims			
	Teen Dating Victimization			
	Terrorism (Domestic/International)			
	Violation of a Court Order			
	Other (List Required)			
	E. Special classification of individuals (self-reported) (INSTRUCTION: Enter the number of individuals who self-report in one of these categories)	Deaf/Hard of Hearing		
		Homeless		
Immigrants/Refugees/Asylum Seekers				
LGBTQ				
Veterans				
Victims with Disabilities: Cognitive/ Physical /Mental				
Victims with Limited English Proficiency				
Other (List the types)				

Comment [UM6]:
TIP: Intent is to capture the extent to which programs address the needs of all victims, in particular, the specific communities shown

Comment [m7]:
Lesbian, Gay, Bisexual, Transgender, Queer or Questioning (sexual or gender identity)

II. DIRECT SERVICES

This section to be completed every 3 months

3. Total number of individuals who received services by service type during the reporting period

INSTRUCTION: For each category (items A, B, C and D), enter the number of clients that received services, by your agency, during the reporting period. From the list that follows each category, check all subcategories that are associated with the number of clients that received services during the reporting period. For example, enter the number 25 for clients that received information and referral services during the reporting period. For those 25 clients that received services, check the subcategories for "information and referral services" provided: "criminal justice process" and other "victim service programs".

A. INFORMATION & RERERRAL

- 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.)

Comment [UM8]:
INSTRUCTION: enter the number of clients that received services for this category

Comment [UM9]:
Select all subcategories that represent services received by the clients served during the reporting period.

B. PERSONAL ADVOCACY/ACCOMPANIMENT

- Victim advocacy/accompaniment to emergency medical care
- Victim advocacy/accompaniment to medical forensic exam
- Law enforcement interview advocacy/accompaniment

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- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness)
- Criminal advocacy/accompaniment
- Civil advocacy/accompaniment (includes victim advocate assisting with protection orders)
- Individual advocacy (assistance in applying for public benefits, return of personal property or effects)
- Performance of medical forensic exam or interview, or medical evidence collection
- Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- Intervention with employer, creditor, landlord, or academic institution
- Child care assistance (provided by agency)
- Transportation assistance (provided by agency)
- Interpreter services
- Assistance with victim compensation

C. EMOTIONAL SUPPORT OR SAFETY SERVICES _____

- Crisis intervention (in-person, includes safety planning, etc.)
- Hotline/crisis line counseling
- Individual counseling
- On-scene crisis response (e.g., community crisis response)
- Therapy (traditional, cultural, or alternative healing; art, writing, or play therapy, etc.)
- Support groups (facilitated or peer)
- Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic meds, durable medical equipment, etc.)

D. SHELTER/HOUSING SERVICES _____

- Emergency shelter or safe house
- Transitional housing
- Relocation assistance

E. CRIMINAL/CIVIL JUSTICE SYSTEM ASSISTANCE _____

- 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)
- Emergency justice-related assistance
- Civil legal attorney assistance in obtaining protection or restraining order
- Civil legal attorney assistance with family law issues (e.g., custody, visitation, or support)
- Other civil legal attorney assistance (e.g., landlord/tenant, employment, etc.)
- Immigration attorney assistance (e.g., special visas, continued presence application, and other immigration relief)
- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness)
- Criminal advocacy/accompaniment
- Civil advocacy/accompaniment (includes victim advocate assisting with protection orders)

4. Number of victims assisted with a victim compensation application
5. Number of requests for services that were not available in your service area.
Please explain (textbox)

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6. Number of requests for services that were unmet because of capacity issues
Please explain (textbox)

OUTCOMES:

INSTRUCTION: There are mandated questions that clients must be asked. As a service provider, select the outcome measures that are applicable to your agency's services. OVC requests outcome information from all service providers who can provide this information. However, at a minimum, these include shelter, support services and advocacy, and counseling and support groups.

A service provider is an entity that provides services within the information & referral; personal advocacy/accompaniment; emotional support or safety services; or criminal/civil justice system assistance categories.

7. For each service provider:
- A. Number of surveys distributed (includes, but not limited to, those distributed by hand, mail or electronic methods)
 - i. (textbox) Explain how your state distributes surveys
 - ii. My agency does not currently survey its clients.
 - B. Number of surveys completed/submitted
 - C. As a result of working with this program, "I know more about community resources."
 - i. Number who said Yes
 - ii. Number who said No
 - iii. Not applicable to my agency's services
 - D. As a result of working with this program, "I know more ways to plan for my safety."
 - i. Number who said Yes
 - ii. Number who said No
 - iii. Not applicable to my agency's services
 - E. As a result of working with this program, "I know more about the options and choices available to me overall."
 - i. Number who said Yes
 - ii. Number who said No
 - iii. Not applicable to my agency's services

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- F. As a result of working with this program, “I know more about the justice/legal process and the options available to me overall.”
- i. Number who said Yes
 - ii. Number who said No
 - iii. Not applicable to my agency's services

SUBGRANTEE ANNUALLY REPORTED QUESTIONS

You are asked to answer these questions once a year, at the end of the 12-month period, as of Sept. 30. You can use up to 5,000 characters for each response.

1. Please discuss some of the challenges your victim assistance program faced during the course of the reporting period.
2. Please describe some of the services that victims needed but could not be provided. What were the challenges that prevented those services from being provided?

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APPENDIX A¹

“American Indian or Alaska Native” refers to a person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. This category includes people who indicated their race(s) as “American Indian or Alaska Native” or reported their enrolled or principal tribe, such as Navajo, Blackfeet, Inupiat, Yup’ik, or Central American Indian groups or South American Indian groups.

“Asian” refers to a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes people who indicated their race(s) as “Asian” or reported entries such as “Asian Indian,” “Chinese,” “Filipino,” “Korean,” “Japanese,” “Vietnamese,” and “Other Asian” or provided other detailed Asian responses.

“Black or African American” refers to a person having origins in any of the Black racial groups of Africa. It includes people who indicated their race(s) as “Black, African Am., or Negro” or reported entries such as African American, Kenyan, Nigerian, or Haitian.

“Hispanic or Latino” refers to an individual who self-reports in one of the specific Spanish, Hispanic, or Latino categories listed on the Census 2010 questionnaire: “Mexican,” “Puerto Rican,” or “Cuban.” This also refers to those who indicate that they are “another Hispanic, Latino, or Spanish origin.” People who do not identify with one of the specific origins listed on the questionnaire but indicate that they are “another Hispanic, Latino, or Spanish origin” are those whose origins are from Spain, the Spanish-speaking countries of Central or South America, or the Dominican Republic. The terms “Hispanic,” “Latino,” and “Spanish” are used interchangeably.

“Mixed Race” refers to a person that may self-identify in more than one race or ethnic

category. **“Native Hawaiian or Other Pacific Islander”** refers to a person having origins in

any of the

original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who indicated their race(s) as “Pacific Islander” or reported entries such as “Native Hawaiian,” “Guamanian or Chamorro,” “Samoan,” and “Other Pacific Islander” or provided other detailed Pacific Islander responses.

“White” refers to a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicated their race(s) as “White” or reported entries such as Irish, German, Italian, Lebanese, Arab, Moroccan, or Caucasian.

¹ <http://www.census.gov/prod/cen2010/briefs/c2010br-02.pdf>

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“**Some Other Race**” includes all other responses not included in the White, Black or African American, American Indian or Alaska Native, Asian, and Native Hawaiian or Other Pacific Islander race categories described above.

APPENDIX B

The descriptions below are based on Federal legislation (unless otherwise noted), which provides guidance to states by identifying a minimum set of acts or behaviors to define the crime. OVC understands that state statutes may vary. Please interpret your state code within the definitions provided to report requested data. For each compensation application, use the assigned crime at the time that eligibility for compensation benefits was determined.

GENERAL DEFINITIONS:

a. Child

A person under the age of 18 or as otherwise defined by State law.

b. Federal Fiscal Year

October 1 through September 30

c. Services (as defined by program guidelines)

- i. Respond to the emotional and physical needs of crime victims
- ii. Assist primary and secondary victims of crime to stabilize their lives after a victimization
- iii. Assist victims to understand and participate in the criminal justice system and
- iv. Provide victims of crime with a measure of safety and security such as boarding-up broken windows and replacing or repairing locks.

d. Crime Victim or Victim of Crime

A person who has suffered physical, sexual, financial or emotional harm as the result of the commission of a crime.

e. Victim Funded Project

VOCA funds plus match

f. Victim Services Program

All services and activities offered on behalf of victims of crime, including the VOCA grant and match.

VICTIMIZATION TYPES:

a. Adults Molested as Children

Adult survivors of sexual abuse suffered while they were children.

b. Adult Physical Assault

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Simple Assault: Assaults and attempted assaults where no weapon was used or no serious or aggravated injury resulted to the victim. Intimidation, coercion, and hazing are included.

c. Adult Sexual Assault

Includes a wide range of victimizations; crimes that include attacks or attempted attacks generally involving unwanted sexual contact between victim and offender. Sexual

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assaults

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may or may not involve force and include such things as grabbing, fondling, and verbal threats. Also included is rape, which is defined as penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ by another person, without the consent of the victim.

d. Arson

Any willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, and so on.

e. Bullying (cyber or physically present)

Repeated, negative acts committed by one or more children against another. These negative acts may be physical or verbal in nature – for example, hitting or kicking, teasing or taunting – or they may involve indirect actions such as manipulating friendships or purposely excluding other children from activities. Implicit in this definition is an imbalance in real or perceived power between the bully and victim.

f. Burglary

The unlawful entry of a structure to commit a felony or theft. The FBI's Uniform Crime Reporting (UCR) program includes three sub classifications: forcible entry, unlawful entry where no force is used, and attempted forcible entry. The UCR definition of "structure" includes apartment, barn, house trailer or houseboat when used as a permanent dwelling, office, railroad car (but not automobile), stable, and vessel (i.e., ship).

g. Child Physical Abuse and Neglect

Physical abuse is nonaccidental physical injury (ranging from minor bruises to severe fractures or death) as a result of punching, beating, kicking, biting, shaking, throwing, stabbing, choking, hitting (with a hand, stick, strap, or other object), burning, or otherwise harming a child, that is inflicted by a parent, caregiver, or other person who has responsibility for the child. Such injury is considered abuse regardless of whether the caregiver intended to hurt the child. Physical discipline, such as spanking or paddling, is not considered abuse as long as it is reasonable and causes no bodily injury to the child.

h. Child Sexual Abuse and Assault

This may include activities by a parent or caregiver such as fondling a child's genitals, penetration, incest, rape, sodomy, indecent exposure, and exploitation through prostitution.

i. Child Pornography

Any visual depiction, including any photograph, film, video, picture, drawing, or computer or computer-generated image or picture, which is produced by electronic, mechanical, or other means, of sexually explicit conduct, where: (1) its production involved the use of a minor engaging in sexually explicit conduct; (2) such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct; (3) such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct; or (4) it is advertised, distributed, promoted, or presented in such a manner as to convey the impression that it is a visual depiction of a minor engaging in sexually explicit conduct.

j. Domestic and/or Family Violence

A crime in which there is a past or present familial, household, or other intimate

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relationship between the victim and the offender, including spouses, ex-spouses, boyfriends and

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girlfriends, ex-boyfriends and ex-girlfriends, and any family members or persons residing in the same household as the victim. Involves a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

k. DUI/DWI Incidents

Driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming an alcoholic beverage or using a drug or narcotic.

l. Elder Abuse/Neglect

Also known as elder mistreatment generally refers to any knowing, intentional, or negligent act by a family member, caregiver, or other person in a trust relationship that causes harm or creates a serious risk of harm to an older person. Elder abuse may include abuse that is physical, emotional/psychological (including threats), or sexual; neglect (including abandonment); and financial exploitation. This is a general definition; state definitions of elder abuse vary. Some definitions may also include fraud, scams, or financial crimes targeted at older people.

m. Hate Crime (Racial/Religious/Gender/Sexual Orientation/Other)

A criminal offense against a person or property motivated in whole or in part by an offender's bias against a race, religion, disability, ethnic origin, or sexual orientation.

n. Human Trafficking: Sex/Labor

Inducing a person by force, fraud, or coercion to participate in commercial sex acts, or the person induced to perform such act(s) has not attained 18 years of age. It also covers obtaining a person through recruitment, harboring, transportation, or provision, and subjecting such a person by force, fraud, or coercion into involuntary servitude, peonage, debt bondage, or slavery (not to include commercial sex acts).

o. Identity Theft/Fraud/Financial Crimes

Identity theft occurs when someone wrongfully obtains another's personal information without their knowledge to commit theft or fraud. Fraud and financial crimes include illegal acts characterized by deceit, concealment, or violation of trust and that are not dependent upon the application or threat of physical force or violence. Individuals and organizations commit these acts to obtain money, property, or services; to avoid the payment or loss of money or services; or to secure personal or business advantage.

p. Kidnapping

Occurs when someone unlawfully seizes confines, inveigles, decoys, abducts, or carries away and holds for ransom or reward, by any person, except in the case of a minor by the parent thereof.

q. Mass Violence: Domestic/International

An intentional violent criminal act, for which a formal investigation has been opened by the FBI or other law enforcement agency, that results in physical, emotional, or psychological injury to a sufficiently large number of people to significantly increase the burden of victim assistance and compensation for the responding jurisdiction as determined by the OVC Director.

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r. Other Vehicular Victimization

May include hit-and-run crimes, carjacking.

s. Robbery

Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

t. Stalking

Individuals are classified as stalking victims if they experienced at least one of the behaviors listed below on at least two separate occasions. In addition, the individuals must have feared for their safety or that of a family member as a result of the course of conduct, or have experienced additional threatening behaviors that would cause a reasonable person to feel fear. Stalking behaviors include making unwanted phone calls; sending unsolicited or unwanted letters or e-mails; following or spying on the victim; showing up at places without a legitimate reason; waiting at places for the victim; leaving unwanted items, presents, or flowers; and posting information or spreading rumors about the victim on the Internet, in a public place, or by word of mouth.

u. Survivors of Homicide Victims

Survivors of victims of murder and voluntary manslaughter, which are the willful (intent is present) killing of one human being by another.

v. Teen Dating Victimization

Teen dating violence is defined as the physical, sexual, psychological, or emotional violence within a dating relationship, including stalking. It can occur in person or electronically and might occur between a current or former dating partner.

w. Terrorism: Domestic

The term terrorism means an activity that...(1) involves a violent act or an act dangerous to human life that is a violation of the criminal laws of the United States or of any State, or that would be a criminal violation if committed within the jurisdiction of the United States or any State; and (2) appears to be intended...(a) to intimidate or coerce a civilian population, (b) to influence the policy of a government by intimidation or coercion or (c) to affect the conduct of a government by assassination or kidnapping (18 U.S.C. 3077).

x. Terrorism: International

The *antiterrorism and Emergency Reserve Fund Guidelines for Terrorism and Mass Violence Crimes* refers to the term terrorism, when occurring outside of the United States, as international terrorism to mean an activity that...(1) involves a violent act or an act dangerous to human life that is a violation of the criminal laws of the United States of any State or that would be a criminal violation if committed within the jurisdiction of the United States or of any State; (2) appears to be intended...(a) to intimidate or coerce a civilian population; (b) to influence the policy of a government by intimidation or coercion; or (c) to affect the conduct of a government by assassination or kidnapping; and (3) occur primarily outside the territorial jurisdiction of the United States, or transcend national boundaries in terms of the means by which they are accomplished, the persons they appear intended to intimidate or coerce, or the locale in which their perpetrators operate or seek asylum (18

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U.S.C. 2331).

y. **Violation of a Court Order**