

**Supporting Statement for the Victim Assistance Report**

<b>Original Questionnaires</b>	<b>Revised Questionnaires</b>
(1) VOCA Victim Assistance Grant Program <b>State Performance Report</b> and (2) <b>Subgrant Award Report (SAR)</b>	(1) <b>Subgrantee Performance Measures Report</b> and (2) Victim Assistance Formula Grant Program <b>Subgrantee Award Report (SAR)</b>
<b>Format:</b> Hard-copy questionnaires.	<b>Format:</b> Both reports have been converted to electronic data submission instruments in the OVC Performance Measures Tool (PMT). The new reports will be in an electronic questionnaire format that combines both requirements for information from the SAR and the Performance Report. This will provide ease in reporting time that will provide OVC a more consistent format for data submitted from all grantees and their subgrantees. The electronic format will allow for clear identification of intent and meaning for each question and/or data field. Each question will have data validation checks.

Original: <b>Subgrant Award Report</b>	Revised: <b>Subgrantee Award Report (SAR)</b>
The questions in the SAR generally remain the same. They have been reordered and some definitions have been added to clarify the intent of the questions. This report is completed for each subgrant awarded from a federal award. It is anticipated that this will be completed once per fiscal year. We have noted below where updates were made.	
<i>Question Number (in original document)</i>	<i>Question Number (in revised document)</i>
1. Subgrantee agency name, address, telephone number and area code, congressional district	1. Subgrantee agency name and address ( <i>same</i> )
	2. Instead of asking for general contact information, requested that users identify a specific point of contact for the subgrantee organization ( <i>enhanced</i> )
	7. Subgrantee Agency Service Area(s): “congressional district” has been replaced by a question about the service area of the subgrantee organization by county. ( <i>enhanced</i> )
2. Federal Grant Number	Federal Award Number ( <i>same</i> )
3. Purpose of VOCA Subgrant Award	6. Purpose of the VOCA Subaward (required field) ( <i>same</i> ). The instruction has been changed to allow subgrantees to select all that apply.
	4. A separate question has been added to identify new vs. existing VOCA-funded programs ( <i>enhanced</i> )
4. Funds awarded, state award number, project	5. OVC Crime Victim Assistance Funds

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start date, and project end date	Awarded ( <i>same</i> )
5. Subgrant match (financial support from other sources), both in-kind and cash	9. Subaward Match (required field) ( <i>same</i> ) plus a checkbox to indicate a match waiver
6. These VOCA funds will primarily be used to: <ul style="list-style-type: none"> <li>a. Expand services into a new geographic area</li> <li>b. Offer new types of services</li> <li>c. Serve additional victim populations</li> <li>d. Continue existing services to crime victims</li> <li>e. Other</li> </ul>	10. Use of VOCA and Match Funds: This section has been expanded from five checkboxes to five categories of checkboxes consistent with BJS survey categories to capture the precise types of services and activities provided by the subgrantee, including: <ul style="list-style-type: none"> <li>A. Information &amp; Referral</li> <li>B. Personal Advocacy/Accompaniment</li> <li>C. Emotional Support or Safety Services</li> <li>D. Shelter/Housing Services</li> <li>E. Criminal/Civil Justice System Assistance</li> </ul> These categories will allow programs to consistently define the types of services that they provide. ( <i>expanded</i> )
	12. Use of VOCA and Match Funds: This section was also combined with #12 on the original form, which captured the types of services provided by the subgrantee.
7. Number of paid staff and number of full-time volunteer staff	11. Budget and Staffing <ul style="list-style-type: none"> <li>E. Number of staff</li> <li>F. Volunteer hours</li> </ul>
8. Priority and underserved requirements (i.e., child abuse, domestic violence, sexual assault, underserved)	8. Priority and Underserved Requirements (i.e., child abuse, domestic violence, child sexual assault, adult sexual assault, underserved) (required field) ( <i>same</i> ), but now allows for states to provide their definition of “underserved” ( <i>enhanced</i> )
9. Type of implementing agency, including criminal justice (government), noncriminal justice (government), private nonprofit, and tribal organizations	3. Subgrantee Agency Type: Categories for types of organizations are expanded to provide more knowledge to OVC about the organizations that are awarded VOCA funds. Subgrantee organizations can be grouped by the broader category and also by subcategory. This update also provides clarity for some organization types that represent current day practices. ( <i>expanded</i> )
10. Funding allocated based on the subgrantee’s current fiscal year budget, by funding source: <ul style="list-style-type: none"> <li>a. Federal</li> <li>b. VOCA Funds</li> </ul>	11. Budget and Staffing: Total budget available to the victim services program, by funding source <ul style="list-style-type: none"> <li>A. Fiscal year</li> <li>B. Total budget for victimization services</li> </ul>

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<ul style="list-style-type: none"> <li>c. State</li> <li>d. Local</li> <li>e. Other</li> </ul>	<p>C. Annual funding by source:</p> <ul style="list-style-type: none"> <li>a. State</li> <li>b. Local</li> <li>c. Other federal</li> <li>d. Other non-federal</li> </ul>
<p>11. Number of victims served by type of victimization, capturing 11 victimization types:</p> <ul style="list-style-type: none"> <li>a. child physical abuse</li> <li>b. child sexual abuse</li> <li>c. DUI/DWI crashes</li> <li>d. domestic violence</li> <li>e. adult sexual assault</li> <li>f. elder abuse</li> <li>g. adults molested as children</li> <li>h. survivors of homicide victims</li> <li>i. robbery</li> <li>j. assault</li> <li>k. other violent crimes</li> <li>l. other (to account for victimizations outside of this list)</li> </ul>	<p><i>Removed: moved to Subgrantee Performance Data Report</i></p>
<p>12. Services provided, including 13 types:</p> <ul style="list-style-type: none"> <li>a. crisis counseling</li> <li>b. follow-up contact</li> <li>c. therapy</li> <li>d. group treatment</li> <li>e. crisis hotline counseling</li> <li>f. shelter/safe house</li> <li>g. information and referral (in person)</li> <li>h. criminal justice support/advocacy</li> <li>i. forensic exams</li> <li>j. emergency legal advocacy</li> <li>k. assistance in filing compensation claims</li> <li>l. personal advocacy</li> <li>m. telephone contacts (information and referral)</li> <li>n. other (to account for service types outside of this list)</li> </ul>	<p>10. Use of VOCA and Match Funds: The new categories capture each of the services listed on the original form, but allow for much greater detail in describing the specific services provided. <i>(expanded)</i></p>

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State Performance Report	Subgrantee Report
Definitions and better guidance for data requested has been added to provide a more consistent understanding by all to report more reliable data that can be interpreted consistently across all programs.	
<b>Maintained or Enhanced Measures</b>	
<i>Question Number (in original document)</i>	<i>Question Number (in revised document)</i>
Section 1. State Identification: State, federal grant number, grantee name, address, zip code, contact person, and telephone number	<i>Prepopulated data:</i> This information will be uploaded from a template of GMS info in the electronic data collection tool so that grantees will not have to enter that information.
Section 2. State Funding Information: Annual funding amounts allocated to victim assistance projects by each grantee	<i>Prepopulated data:</i> This information will be uploaded from a template of GMS info in the electronic data collection tool so that grantees will not have to enter that information.
Section 3. Victim Statistics: A. Number of victims served by type of victimization B. Number of victims receiving each type of service	<p><b>Types of Victimitizations:</b>            As in 3A on the original form, the revised form asks for an unduplicated count of new victims served by victimization type, but it adds 15 additional victimization types to capture new and emergent types of victimizations and to reduce the use of the “other” category. The 15 new victimization types are: adult physical assault, arson, bullying, burglary, child pornography, hate crime (racial/religious/gender/sexual orientation), human trafficking (sex/labor), identity theft/fraud/financial crime, kidnapping, mass violence (domestic/international), other vehicular victimization, stalking, teen dating victimizations, terrorism (domestic/international), and violation of a court order. The “other” category is maintained to allow states to identify victimization types that may be eligible for services based on the regulations of their state program. <i>(expanded)</i></p> <p><b>II. Direct Services:</b>            As in 3B on the original form, the revised form asks for the number of victims receiving each type of service, but it expands the service categories that may be selected in an effort to reduce the use of the “other” category. The expansion of service types allows OVC to gain more knowledge about the community base organizations that serve crime victims that present with requests for needs that may not have been previously captured. Five distinct categories have been added (along with subcategories for definition) that are consistent</p>

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	<p>with BJS survey categories. These categories will allow programs to define consistently the types of services that organizations provide. The broad categories of victim services are:</p> <ul style="list-style-type: none"> <li>(a) Information and Referral;</li> <li>(b) Personal Advocacy/Accompaniment</li> <li>(c) Emotional Support or Safety services;</li> <li>(d) Shelter/Housing Services</li> <li>(e) Criminal/Civil Justice System Assistance <i>(expanded)</i></li> </ul>
<p>Section 4. Grantees provide responses to 7 narrative questions.</p>	<p>Annually reported narrative questions can now be split into 2 levels: grantee level and subgrantee level. This application at the subgrantee level in the electronic data collection tool provides grantees with a review of responses prior to compilation of an aggregate report to the OVC. Most narrative questions were maintained as well as the reporting frequency.</p>
<p><b>New Measures</b></p>	
<p>1. Total number of individuals served during the reporting period</p> <ul style="list-style-type: none"> <li>a. Number of individuals carried over from the previous reporting period</li> <li>b. New individuals added during the reporting period</li> <li>c. Total (a+b) (auto-calculated by OVCPMT)</li> </ul>	
<p><b>2. Demographics:</b> Demographic information has been added (such as, age, gender, and race) that will provide OVC with quantitative information about the clients that seek services. Other demographic data categories are added to learn more about special populations that seek services:</p> <ul style="list-style-type: none"> <li>(i) hearing-impaired;</li> <li>(ii) homeless;</li> <li>(iii) members of the LGBTQ community;</li> <li>(iv) veterans,</li> <li>(v) immigrants/refugees/asylum seekers</li> <li>(vi) disabled</li> <li>(vii) not proficient in the English language.</li> </ul>	
<p>5. Number of requests for services that were not available in your service area</p>	
<p><b>Outcomes (reported annually):</b> The most significant change in the data requested from the VOCA grantees are outcome measures. OVC along with HHS and OVW agreed to share outcome measures across all of their programs thus reducing the level of burden for recipients to report outcomes.</p>	