



## **NOTICE OF MEETING**

A meeting of the Panhandle Regional Criminal Justice Advisory Committee (CJAC) will be held at **1:30 p.m., on Wednesday, April 8, 2020**. Due to the current COVID-19 crisis this meeting will be held by videoconference pursuant to Texas Government Code Section 551.127. The Governor of Texas, in accordance with Section 418.016 of the Texas Government Code, has proclaimed that a state of disaster now exists across Texas and the rules requiring government officials and members of the public to be physically present at a specified meeting location have been suspended until further notice.

Members of the public interested in attending this meeting may do so by logging onto <https://global.gotomeeting.com/join/983956701> or may participate by phone by dialing (312) 757-3121 Access Code: 983-956-701. A copy of the agenda packet for this meeting can be found on the PRPC's website at [www.theprpc.org/Programs/CriminalJustice/](http://www.theprpc.org/Programs/CriminalJustice/)

### **AGENDA**

#### **1. CALL TO ORDER**

#### **2. MINUTES**

Consider approval of the minutes from the October 4, 2019 CJAC meetings.

#### **3. OVERVIEW OF THE GENERAL VICTIM SERVICES GRANT PROGRAMS AND SCORING PROCESS**

Presentation by PRPC staff.

#### **4. PRESENTATION BY APPLICANTS FOR FY 2021 VOCA FUNDS**

Applicant presentations for FY 2021 Victims of Crime Act Grant will be made in the following order. Applicants are asked to keep their presentations to five minutes. Thank you.

<b><u>VOCA APPLICANTS</u></b>	<b><u>FUNDS REQUESTED</u></b>	<b><u>PRESENTATION TIME</u></b>
Safe Place	\$ 231,839.09	1:45 – 1:55
Arrow Child & Family Ministries	\$ 343,313.00	1:55 – 2:05
Deaf Smith County Crisis Center	\$ 251,366.59	2:05 – 2:15
47 <sup>th</sup> District Attorney's Office	<u>\$ 189,950.00</u>	2:15 – 2:25
	\$ 1,016,476.68	

**5. PRESENTATION BY APPLICANTS FOR FY 2021 VAWA FUNDS**

Applicant presentations for FY 2021 Violence Against Women Grant will be made in the following order. Applicants are asked to keep their presentations to five minutes. Thank you.

<b><u>VAWA APPLICANTS</u></b>	<b><u>FUNDS REQUESTED</u></b>	<b><u>PRESENTATION TIME</u></b>
Randall County DA's Office	\$ 76,254.50	2:35 – 2:45
Potter County Attorney's Office	\$138,021.29	2:45 – 2:55
47 <sup>th</sup> District Attorney's Office	\$ 78,036.36	2:55 – 3:05
	\$ 292,312.15	

**6. CJAC PRIORITIZATION OF FY 2021 APPLICATIONS**

The CJAC will prioritize the Panhandle Region's FY 2021 VOCA and VAWA applications.

**7. SCHEDULING OF NEXT MEETING**

April 21, 2020 at 1:30 PM via GoToMeeting

**8. MISCELLANEOUS**

**9. ADJOURNMENT**

**PUBLIC NOTICE**

This notice complies with Texas Government Code Chapter 551, Open Meetings Act, Section 551.041 (Notice of Meeting Requirements); Section 551.043 (Time and Accessibility of Notice Requirements); and Section 551.053 (Notice Requirements of a Political Subdivision Extending into Four or More Counties). The notice has been filed at least 72 hours before the scheduled time of the meeting with the Secretary of State's Office, the Potter County Clerk's Office, and has been posted in the Administrative Office of the Panhandle Regional Planning Commission.

Posted this 2<sup>nd</sup> day of April, 2020, at 415 West Eighth Avenue, Amarillo, Texas, at 4:19 pm.



Lori Gunn



*PANHANDLE REGIONAL  
CRIMINAL JUSTICE  
ADVISORY COMMITTEE*

# **ITEM 2**

**Minutes October 4, 2019 Meetings**

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PANHANDLE REGIONAL PLANNING COMMISSION

Regional Criminal Justice

Advisory Committee

Minutes

October 4, 2019

A meeting of the Panhandle Regional Criminal Justice Advisory Committee (CJAC) was held on Friday, October 4, 2019 at 1:30 p.m. in the PRPC Board Room, 415 South West Eighth Avenue, Amarillo, Potter County, Texas.

Ms. Norma Luginbyhl, Chair, presided.

MEMBERS PRESENT:

- Rob Hampton
- Randall Sims, 47th District
- Joe Loftus, Amarillo Police Department
- Kent Birdsong, County of Oldham
- Stephanie Fowler, Dallam Hartley Sherman Juvenile Probation Office
- Monty Hysinger, Dumas ISD
- Norma Luginbyhl, Hutchinson County Crisis Center
- Traci Rogers, No Boundaries International
- Sace Hardman, Panhandle Police Department
- Letta Day, Professional Counseling and Biofeedback Cntr.
- Shelly Bohannon, The Bridge Children's Advocacy Center

MEMBERS ABSENT:

- Joe Jarosek, City of Canadian
- Bruce Scott, Dallam County
- Cynthia Peralez, Deaf Smith County
- Brent Harrison, Hereford Police Department
- Nina Parvin, Randall County Sheriff's Office
- Anna Kate Nobile, Swisher County
- Sara Northrup, Texas Panhandle Centers
- Harry Hueston, II, Ph.D, West Texas A&M University

STAFF PRESENT:

Sharee Bailey, Administrative Program Specialist; Lori Gunn, Regional Services Coordinator

1. **CALL TO ORDER**

Ms. Luginbyhl called the meeting to order at 1:31 p.m. noting that a quorum was present.

2. **INTRODUCTIONS**

Introductions were made and prayer was offered by Ms. Gunn.

3. **MINUTES**

Members considered the minutes from the April 4, 2019 and April 23, 2019 meeting of the Criminal Justice Advisory Committee. Mr. Hysinger moved to approve the minutes as presented. Mr. Birdsong seconded; the motion carried.

4. **OVERVIEW OF THE REGIONAL CRIMINAL JUSTICE GRANTS PROGRAM**

Members heard an overview of the Regional Criminal Justice Grants Program by Ms. Gunn. She also presented program requirements and the responsibilities of the CJAC. No action by the Committee was required.

5. **CONSIDER AND APPROVE A SET OF CJAC OPERATING PROCEDURES/BYLAWS AND GRANT DOCUMENTS FOR THE FY2021 CJD GRANTS PROGRAM YEAR**

Ms. Gunn explained that an additional language was added to "Other Fund Eligibility Requirements" for each program stating that: *"Applicants for Criminal Justice Programs funds must have a physical location within the 26 County region and be serving the residents of the region."* It was also suggested that the funding cap be raised to \$65,000 per year and \$120,000 biennium. Mr. Birdsong moved that the funding cap language be added to the Operating Procedures until notification from the Governor's Office is received. Ms. Bohannon seconded the motion; the motion carried.

6. **GRANT SCORING QUESTIONS**

Staff reviewed scoring questions and point values that were developed for the FY21 CJD grant applications under JAG, JJDP, VOCA and VAWA. Mr. Birdsong moved to approve the scoring instrument. Mr. Sims seconded the motion; the motion carried.

7. **ELECTION OF FY2020 CJAC OFFICERS**

Members considered nominating and electing the Committee's Chair and Vice-Chair. Mr. Birdsong moved that the Ms. Norma Luginbyhl and Mr. Sace Hardman remain as the group's Chair and Vice-Chair, respectively, serving terms through September 2020. Ms. Rogers seconded the motion; the motion carried.

8. **SCHEDULING OF THE NEXT CJAC MEETING**

TBA

9. **MISCELLANEOUS**

Ms. Rogers asked for suggestions on an alleged trafficking victim in Oklahoma. Mr. Birdsong discussed a new apartment complex being developed around the Hereford/Friona area and indicated that there would be an influx of Somalian refugees coming into the area.

10. **ADJOURNMENT**

There being no further business to come before the Committee, the meeting adjourned at 2:26 p.m.

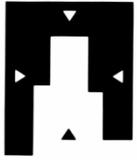


*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 3**

**Overview of the VOCA & VAWA Grants and  
Scoring Process**

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**P**ANHANDLE  
**R**EGIONAL  
**P**LANNING  
**C**OMMISSION

## MEMORANDUM

**DATE:** April 8, 2020  
**TO:** CJAC Members  
**FROM:** Lori Gunn, Regional Services Programs Coordinator  
**SUBJECT:** Agenda Items #3  
**OVERVIEW OF THE VOCA AND VAWA GRANT PROGRAMS AND SCORING PROCESS**

### **FY 2021 VOCA and VAWA Grant Cycle Overview**

In October 2019, the CJAC reviewed, discussed and amended their bylaws and began the FY 2021 grant making process via an online discussion.

In December of 2019, the Criminal Justice Division (CJD) of the Governor's Office solicited applications for projects during the state fiscal year 2021 grant cycle. On December 15<sup>th</sup>, PRPC staff distributed a Notice of Fund Availability to 527 eligible entities in the Panhandle Region. Workshops were held at the PRPC on January 14<sup>th</sup> and 16<sup>th</sup> to assist applicants in their application composition and submission. In addition, three individual workshops were conducted. There were 35 attendees combined between the workshops. CJD set the application deadline on February 27, 2020.

In total, CJD received 7 grant applications from the Panhandle Region for VOCA and VAWA. There are four (4) Victim's Assistance Grants and three (3) Violence Against Women Grants to review today.

### **CCH 90% Disposition Issue**

CJD continues to press the issue regarding the 90% disposition rate required of counties in Chapter 60 of the Code of Criminal Procedure. The consequences of not meeting that 90% included all agencies within the jurisdiction (i.e., County). The prescribed consequence states any agency with a main office within a county not meeting the 90% Disposition Rate on August 1, 2020, will be deemed ineligible for CJD funding.

PRPC staff worked with jurisdictions to help them meet that 90% threshold in 2019. Each of our 26 counties met the 90% disposition rate for FY 2020.

As of March 30, 2020, there are still thirteen (13) counties within the Panhandle Region not meeting the 90% disposition rate for either Adult or Juvenile cases. None of the VOCA or VAWA projects for review is in one of the thirteen counties in this grant cycle.

The official funding decision will be up to CJD using the August 1<sup>st</sup> CCH report; however, an applicant's ability to be funded may be a factor in your decision. That is up to you as an individual committee member.

I have attached a copy of the Texas Department of Public Safety's most recent CHH Report, which was released on March 30, 2020.

The Office of the Governor's Criminal Justice Division allows each region's CJAC to compile questions of their own for the score cards when evaluating each grant application. Those score cards were approved by the CJAC and CJD for use in scoring of the FY 2021 grant applications. A "Working Copy" of a score sheet is available for your review and use while you review the applications.

The CJAC Presentation Guideline forms are provided along with the application information for each applicant in agenda item #3 for your review.



*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 3a**

**DPS CCH Report for March 30, 2020**

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## County Disposition Rates As of March 30, 2020

<b>County</b>	<b>Adult</b>	<b>Juvenile</b>
Armstrong	79%	100%
Briscoe	90%	No report
Carson	79%	No report
Castro	87%	100%
Childress	89%	90%
Collingsworth	94%	100%
Dallam	85%	97%
Deaf Smith	98%	97%
Donley	86%	No report
Gray	87%	94%
Hall	84%	No report
Hansford	97%	100%
Hartley	89%	100%
Hemphill	96%	100%
Hutchinson	93%	91%
Lipscomb	95%	100%
Moore	94%	90%
Ochiltree	97%	100%
Oldham	85%	100%
Parmer	93%	100%
Potter	92%	94%
Randall	96%	93%
Roberts	89%	100%
Sherman	79%	100%
Swisher	93%	96%
Wheeler	87%	83%



*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 3b**

**VOCA and VAWA Grant Programs**

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# Office of the Governor, Public Safety Office Criminal Justice Division Funding Announcement: ***General Victim Assistance Grant Program, FY2021***

## **Purpose**

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Services may include the following:

- 1) responding to the emotional and physical needs of crime victims;
- 2) assisting victims in stabilizing their lives after a victimization;
- 3) assisting victims to understand and participate in the criminal justice system; and
- 4) providing victims with safety and security.

## **Available Funding**

Federal funding is authorized for these projects under the Victims of Crime Act of 1984 (VOCA) as amended and codified in 34 U.S.C. §20103, and under the Violence Against Women Act of 2013 Pub. L. No. 113-4 (VAWA 2013). All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

## **Eligible Organizations**

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts). Other local governmental agencies should apply through an associated unit of local government.

Additionally, per 28 CFR §94.112 (b), organizations applying to receive VOCA fund must 1) have a demonstrated record of effective direct services and 2) substantial financial support from sources other than the Crime Victims Fund.

Agencies applying for funds to support a CASA or Children's Advocacy Center program must apply through either Texas CASA, Inc. or Children's Advocacy Centers of Texas.

Organizations that have received a 24-month project in FY2020 may not apply for continuation or expansion funding.

## **Application Process**

Applicants must access the Public Safety Office (PSO) eGrants grant management website at <https://eGrants.gov.texas.gov> to register and apply for funding. For more instructions and information, see *Developing a Good Project Narrative Guide*, available [here](#).

## Key Dates

Action	Date
Funding Announcement Release	12/13/2019
Online System Opening Date	12/13/2019
Final Date to Submit and Certify an Application	2/27/2020 at 5:00pm CST
Project Start Date	10/01/2020

## Project Period

Projects selected for funding must begin on or after 10/01/2020 and expire on or before 9/30/2021. Due to the availability of funding, CJD can no longer support 24 month project periods. Projects may not exceed a 12 month project period.

## Funding Levels

Minimum: \$10,000

Maximum: No Maximum

Match Requirement: 20% of the total project

Note: Applicants are strongly cautioned to only apply for the amount of funding they can responsibly expend in the grant period. CJD will be tracking expenditure rates throughout the life of the grants and may take action to avoid large de-obligations at the end of grant periods.

## Standards

Grantees must comply with standards applicable to this fund source cited in the State Uniform Grant Management Standards ([UGMS](#)), [Federal Uniform Grant Guidance](#), and all statutes, requirements, and guidelines applicable to this funding.

## Eligible Activities and Costs

The following list of eligible activities and costs apply generally to all projects under this announcement.

### Crisis Services

- Services that respond to immediate needs (other than medical care), emotional, psychological, and physical health and safety including:
  - Crisis intervention services;
  - Accompanying victims to hospitals for medical examinations;
  - Hotline counseling;
  - Safety planning;
  - Emergency food, clothing, and transportation;
  - Window, door, or lock replacement or repair, and other repairs necessary to ensure a victim's safety;
  - Costs of the following, on an emergency basis (i.e., when the State's compensation program, the victim's health insurance plan, Medicaid, or other health care funding source, is not reasonably expected to be available quickly enough to meet the emergency

needs of a victim (typically within 48 hours of the crime): Non-prescription and prescription medicine, prophylactic or other treatment to prevent HIV/AIDS infection or other infectious disease, durable medical equipment (such as wheel-chairs, crutches, hearing aids, eyeglasses), and other healthcare items; In all cases the grant must be considered the option of last resort; and

- Emergency legal assistance, such as for filing for restraining or protective orders, and obtaining emergency custody orders and visitation rights;
- Personal advocacy and emotional support including:
  - Working with a victim to assess the impact of the crime;
  - Identification of victim's needs;
  - Case management;
  - Management of practical problems created by the victimization;
  - Identification of resources available to the victim;
  - Provision of information, referrals, advocacy, and follow-up contact for continued services, as needed; and
  - Traditional, cultural, and/or alternative therapy/healing (e.g., art therapy, yoga – with appropriate training, certification, or licensure);
  - Transportation of victims to receive services and to participate in criminal justice proceedings;
  - Public awareness and education presentations (including the development of presentation materials, brochures, newspaper notices, and public service announcements) in schools, community centers, and other public forums that are designed to inform crime victims of specific rights and services and provide them with (or refer them to) services and assistance, this activity will only be funded in conjunction with programs providing direct services.

**Forensic Interviews (with the following parameters):**

- Results of the interview will be used not only for law enforcement and prosecution purposes, but also for identification of needs such as social services, personal advocacy, case management, substance abuse treatment, and mental health services;
- Interviews are conducted in the context of a multi-disciplinary investigation and diagnostic team, or in a specialized setting such as a child advocacy center; and
- The interviewer is trained to conduct forensic interviews appropriate to the developmental age and abilities of children, or the developmental, cognitive, and physical or communication disabilities presented by adults.

**Legal Advocacy**

- Facilitating participation in criminal justice and other public proceedings arising from the crime, including:
  - Advocacy on behalf of a victim;
  - Accompanying a victim to offices and court;

- Transportation, meals, and lodging to allow a victim who is not a witness to participate in a proceeding;
- Interpreting for a non-witness victim who is deaf or hard of hearing, or with limited English proficiency;
- Providing child care and respite care to enable a victim who is a caregiver to attend activities related to the proceeding;
- Notification to victims regarding key proceeding dates (e.g., trial dates, case disposition, incarceration, and parole hearings);
- Assistance with Victim Impact Statements;
- Assistance in recovering property that was retained as evidence; and
- Assistance with restitution advocacy on behalf of crime victims.
- Legal assistance services (including those provided on an emergency basis), where reasonable and where the need for such services arises as a direct result of the victimization, including:
  - Those (other than criminal defense) that help victims assert their rights as victims in a criminal proceeding directly related to the victimization, or otherwise protect their safety, privacy, or other interests as victims in such a proceeding;
  - Those actions (other than tort actions) that, in the civil context, are reasonably necessary as a direct result of the victimization;

#### **Multi-Disciplinary Teams and Case Coordination**

- Representatives of several agencies meet regularly to discuss common cases and share information to enhance investigation, prosecution, and victim restoration. Cases are followed through in this manner to closure. Participating agencies may include Child Protective Service, law enforcement, prosecutors' offices, Sexual Assault Nurse Examiners or other medical personnel, mental health professionals, etc.

#### **Peer Support Groups**

- Peer-support, including activities that provide opportunities for victims to meet other victims, share experiences, and provide self-help, information, and emotional support;

#### **Professional Therapy and Counseling**

- Mental health counseling and care, including, but not limited to, out-patient therapy/counseling provided by a person who meets professional standards to provide these services in the jurisdiction in which the care is administered;

#### **Program Evaluation and Assessment:**

- Evaluation of victim services programs and/or assessment of organizational or system effectiveness, needs, and/or appropriate responses.

#### **Protective Order Assistance:**

- Legal representation provided by program staff and/or staff attorneys to obtain protective orders and assistance
- May be provided by law enforcement personnel, prosecution staff or other service providers.

- Services may be available at non-traditional locations and times.

### **Shelter Programs**

- Providing a safe place for victims/survivors and their children;
- Short-term (up to 45 days) in-home care and supervision services for children and adults who remain in their own homes when the offender/caregiver is removed;
- Short-term (up to 45 days) nursing-home, adult foster care, or group-home placement for adults for whom no other safe, short-term residence is available;

### **Victim-Offender Meetings**

- Meetings between the survivor and the offender who perpetrated the crime against the survivor. At a minimum grantees must consider:
  - The safety and security of the survivor;
  - The benefit of therapeutic value to the survivor;
  - The procedures for ensuring that participation of the survivor and offender are voluntary and that everyone understands the nature of any meeting or other activity;
  - The provision of appropriate support and accompaniment for the survivor;
  - Appropriate debriefing opportunities for the survivor after a meeting;
  - The credentials of the facilitators; and
  - The opportunity for a survivor to withdraw from the process at any time.

## **Program-Specific Requirements**

All projects under this funding announcement must meet these requirements:

**Cultural competency:** Applicants must be culturally competent when providing services to victims. Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

**Victim services assessment survey:** All recipients of funding under this announcement may be required to participate in a victim services assessment during their grant period, as directed by CJD.

### **Special requirements for vehicle purchases:**

Only non-profits will be eligible to purchase vehicles under this funding announcement. The vehicles must be for the purpose of transporting victims to receive various services. Applicants must explain in their eGrants application how the vehicles will be utilized and how that strengthens their delivery of victim services.

## Eligibility Requirements

1. Projects must demonstrate a record of effective services to victims of crime and support from sources other than the Crime Victims Fund.
  - A program has demonstrated a record of effective direct services and support when, for example, it demonstrates the support and approval of its direct services by the community, its history of providing direct services in a cost-effective manner, and the breadth or depth of its financial support from sources other than the Crime Victims Fund.
  - A program has substantial financial support from sources other than the Crime Victims Fund when at least twenty-five percent of the program's funding in the year of, or the year preceding the award comes from such sources.
2. Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.
3. Beginning January 1, 2020, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions within seven business days to the Criminal Justice Information System at the Department of Public Safety. By January 1, 2021, such reporting must take place within five business days.
4. Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.
5. The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS). . Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to the upcoming federal deadline, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Public Safety Office.
6. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all

provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.

7. Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <https://fedgov.dnb.com/webform>).
8. Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/>.

Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

## Prohibitions

Grant funds may not be used to support the unallowable costs listed in the [Guide to Grants](#) or any of the following unallowable costs:

1. Lobbying or advocacy activities with respect to legislation or to administrative changes to regulations or administrative policy (cf. 18 U.S.C. 1913), whether conducted directly or indirectly;
2. The active investigation and prosecution of criminal activity, except for the provision of victim assistance services (e.g., emotional support, advocacy, and legal services) to crime victims, under 28 CFR § 94.119, during such investigation and prosecution;
3. Any activities related to fundraising;
4. Capital improvements; property losses and expenses; real estate purchases; mortgage payments; remodeling; and construction;
5. Reimbursement of crime victims for expenses incurred as a result of a crime;
6. Salaries, benefits, fees, furniture, equipment, and other expenses of executive directors, board members, and other administrators (except as specifically allowed);
7. Counseling or treatment for substance abuse (general counseling that includes a component addressing substance abuse is eligible);
8. Victim-offender meetings that serve to replace (or as a part of) criminal justice proceedings;
9. Services to incarcerated individuals;
10. Medical training;
11. Medical care or expenses (except as specifically allowed);
12. Forensic medical evidence collection to include the salary or overtime cost of SANE Nurses;
13. Cash payments to victims, gift cards, or fuel vouchers;

14. Creation of a voucher program where victims are directly given vouchers for such services as housing or counseling;
15. Transportation, lodging, per diem or any related costs for third-party participants to attend a training, when grant funds are used to develop and conduct training;
16. Leasing of vehicles;
17. Transitional housing - Travel, rental assistance, security deposits, utilities, and other costs incidental to the relocation to such housing, as well as voluntary support services such as childcare and counseling;
18. Research and studies, except for project evaluations under 28 CFR § 94.121(j);
19. Activities that may compromise victim safety;
20. Entertainment, including amusement, diversion, social activities, and any associated costs (i.e. tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities) unless there is a clear programmatic purpose and the costs are approved in advance by CJD; and
21. Any other prohibition imposed by federal, state or local law or regulation.

## **Selection Process**

1. For eligible local and regional projects:
  - a. Applications will be forwarded by CJD to the appropriate regional council of governments (COG).
  - b. The COG's criminal justice advisory committee will prioritize all eligible applications based on State priorities, identified community priorities, cost and program effectiveness.
  - c. CJD will accept priority listings that are approved by the COG's executive committee.
  - d. CJD will make all final funding decisions based upon eligibility, approved COG priorities, reasonableness of the project, availability of funding, and cost-effectiveness.
2. For state discretionary projects, applications will be reviewed by CJD staff members or a review group selected by the executive director. CJD will make all final funding decisions based on eligibility, reasonableness, availability of funding, and cost-effectiveness.

## **Contact Information**

For more information, contact the eGrants help desk at [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov) or (512) 463-1919.



# Office of the Governor, Public Safety Office

## Criminal Justice Division

### Funding Announcement: *Violence Against Women Justice and Training Program, FY2021*

#### Purpose

The purpose of this announcement is to solicit applications for projects that promote a coordinated, multi-disciplinary approach to improve the justice system's response to violent crimes against women, including domestic violence, sexual assault, dating violence, and stalking.

#### Available Funding

Federal funding is authorized for these projects under the Violence Against Women Act of 2013 Pub. L. No. 113-4 (VAWA 2013). All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

#### Eligible Organizations

Applications may be submitted by state agencies, public and private non-profit institutions of higher education, independent school districts, Native American tribes, councils of governments, non-profit corporations (including hospitals and faith-based organizations) and units of local government, which are defined as a non-statewide governmental body with the authority to establish a budget and impose taxes (includes hospital districts). Other local governmental agencies should apply through an associated unit of local government.

Applicants seeking to provide direct services to victims of crime are not eligible under this solicitation and should apply under the General Victim Assistance Program Funding Announcement.

#### Application Process

Applicants must access the Public Safety Office (PSO) eGrants grant management website at <https://eGrants.gov.texas.gov> to register and apply for funding. For more instructions and information, see *Developing a Good Project Narrative Guide*, available [here](#).

#### Key Dates

Action	Date
Funding Announcement Release	12/13/2019
Online System Opening Date	12/13/2019
Final Date to Submit and Certify an Application	2/27/2020
Earliest Project Start Date	09/01/2020

#### Project Period

Projects must start on or after 09/01/2020 and end on or before 10/31/2021.

#### Funding Levels

Minimum: \$5,000

Maximum: No Maximum

Match Requirement: 30% of the total project (Note: Non-profit organizations are exempt from the match requirement.)

## Standards

Grantees must comply with standards applicable to this fund source cited in the State Uniform Grant Management Standards ([UGMS](#)), [Federal Uniform Grant Guidance](#), and all statutes, requirements, and guidelines applicable to this funding.

## Eligible Activities and Costs

The following list of eligible activities and costs apply generally to all projects under this announcement:

1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking;
2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking;
3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking, as well as the appropriate treatment of victims;
4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking;
5. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, dating violence, and stalking;
6. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault;
7. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of sexual assault, domestic violence, dating violence, or stalking, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals;
8. Developing and promoting state or local policies that enhance best practices for responding to sexual assault, domestic violence, dating violence, and stalking;
9. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault;

10. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.;
11. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims;

## **Program-Specific Requirements**

### **Legal Assistance for Victims (LAV) Certification:**

All VAWA applicants must certify that they meet the following federal statutory requirements in regards to the provision of legal advocacy:

- (1) Any person providing legal assistance through a program funded under this VAWA Program
  - (a) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in the targeted population; or
  - (b) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A) and has completed or will complete training in connection with domestic violence, dating violence, sexual assault or stalking and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide.
- (2) Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate tribal, State, territorial, and local law enforcement officials.
- (3) Any person or organization providing legal assistance through a program funded under this Program has informed and will continue to inform state, local, or tribal domestic violence, dating violence or sexual assault programs and coalitions, as well as appropriate State and local law enforcement officials of their work.
- (4) The grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

## **Eligibility Requirements**

1. Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

2. Beginning January 1, 2020, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions within seven business days to the Criminal Justice Information System at the Department of Public Safety. By January 1, 2021, such reporting must take place within five business days.
3. Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.
4. The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS). Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to the upcoming federal deadline, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Public Safety Office.
5. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.

6. Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <https://fedgov.dnb.com/webform>).
7. Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/>.

Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

## Prohibitions

Grant funds may not be used to support the unallowable costs listed in the [Guide to Grants](#) or any of the following unallowable costs:

1. Construction, renovation, or remodeling;

2. Medical services other than forensic medical examinations and prophylaxis;
3. Law enforcement equipment that is standard department issue;
4. Processing DNA evidence;
5. Victim-offender meetings that serve to replace (or as a part of) criminal justice proceedings;
6. Services to incarcerated individuals, including re-entry rehabilitative services related to the crime for which they are incarcerated;
7. Medical training;
8. Cash payments to victims, gift cards, or fuel vouchers;
9. Creation of a voucher program where victims are directly given vouchers for such services as housing or counseling;
10. Leasing or purchasing vehicles;
11. Overtime;
12. Legal defense services for perpetrators of violence against women;
13. Criminal defense work, including for women who assault, kill, or otherwise injure their abusers;
14. Liability insurance on buildings;
15. Nonessential maintenance on buildings, including minor renovations, lawn care, landscaping, painting, plumbing and HVAC repair;
16. Reimbursement to crime victims for expenses incurred as a result of a crime, such as insurance deductibles, replacement of stolen property, funeral expenses, lost wages, and medical bills;
17. Services for programs that primarily focus on children and/or men;
18. Activities exclusively related to violence prevention, such as media campaigns to educate the general public about violence against women, public awareness, and community education campaigns are also prohibited;
19. Prosecution of child sexual abuse when the victim is now an adult;
20. Relocation expenses for victims of domestic violence, sexual assault, or stalking such as moving household goods to a new location in another state or acquiring furniture or housing in a new location;
21. Development or presentation of a domestic violence, sexual assault, dating violence, or stalking curriculum for primary or secondary schools (educating students from an existing curriculum would also be prohibited);
22. Activities that may compromise victim safety; and
23. Any other prohibition imposed by federal, state or local law or regulation.

## **Selection Process**

1. For eligible local and regional projects:
  - a. Applications will be forwarded by CJD to the appropriate regional council of governments (COG).
  - b. The COG's criminal justice advisory committee will prioritize all eligible applications based on State priorities, identified community priorities, cost and program effectiveness.
  - c. CJD will accept priority listings that are approved by the COG's executive committee.

- d. CJD will make all final funding decisions based upon eligibility, approved COG priorities, reasonableness of the project, availability of funding, and cost-effectiveness.
2. For state discretionary projects, applications will be reviewed by CJD staff members or a review group selected by the executive director. CJD will make all final funding decisions based on eligibility, reasonableness, availability of funding, and cost-effectiveness.

## Contact Information

For more information, contact the eGrants help desk at [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov) or (512) 463-1919.



*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 3c**

**CJAC Prioritization of Applications**

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## **The CJAC's Prioritization of CJD Applications:**

### **Prioritization Meeting Dates:**

The CJAC will meet to review the current grant year program applications in accordance with the grant program year schedule developed by the PRPC's Regional Criminal Justice Program Coordinator at the start of the program year.

The CJAC Chairman will determine whether or not the CJAC has to physically convene in order to carry out the prioritization process(es). In certain instances, there may only be one application filed under a particular grant program during a given grant program year. In those instances, where there are no competing applications, the CJAC Chairman may elect to have the CJAC review the single application via mail or email.

### **Individuals Authorized to Prioritize the Region's CJD Applications:**

Only PRPC Board-appointed members may participate in the prioritization of the region's CJD grant applications.

### **Standardized Review of the CJD Applications:**

CJD will approve the CJAC's review criteria and a standardized review form which will be used to evaluate and prioritize the various CJD applications originating from the Panhandle region. The criteria will be weighted as follows:

20% of the points available will be assigned to the category of Documentation of the Problem;

This category will be used to evaluate the identified problems and issues. Is the problem addressed in the application clearly defined and supported by local statistics? Relative to the other projects in the funding block, how severe is the problem that is being addressed?

60% of the points available will be assigned to the category of Project Approach & Activities;

This category will be used to evaluate the applicant's goals and whether the activities will address the stated problem(s). The committee will evaluate the project in relation to previously proven methods or a well thought out unique approach to solving the problem(s). How well does the project address one or more of the local priorities? Are the applicant's project goals realistic and can they be achieved within the grant period? Will the proposed project activities clearly address the stated problem(s)? Does the stated problem(s) and the goals of the project justify the project costs?

10% of the points available are assigned to the category of Data Management;

This category will be evaluating whether the applicant has an established or well thought out plan to self-evaluate the project. Has the applicant documented an adequate and measurable means for evaluating the progress being made to achieve the project goals?

10% of the points available will be assigned to the category of Capacity and Capabilities;

This category will evaluate is the applicant is capable of taking the project to completion in an effective manner. If funded, would the applicant have the necessary resources to manage/carry out the project and account for the project funds in an effective and fiscally responsible manner?

The CJAC will determine which specific questions will be used for their application review/prioritization purposes as well as the point values assigned to each question. Once the question list has been finalized, each CJAC member will determine, in their own estimation, how well the applicant addressed those questions. The more points assigned, the better the applicant responded to the questions.

The CJAC will use a 100-point scale when evaluating and prioritizing CJD applications. Therefore, under each of the categories described above, the maximum number of points that can be assigned varies based upon the category.

These Operating Procedures & Bylaws will be supplemented at a later date with the following:

1. A listing of the Panhandle's Criminal Justice priorities as identified with the Regional Strategic planning process; and
2. A listing of the questions to be used for the purpose of evaluating applications under each category.

During any given grant year, the PRPC's Regional Criminal Justice Program Coordinator will be responsible for ensuring that all eligible applicants are made aware of the review criteria that will be used by the CJAC to prioritize the CJD grant applications in a timely fashion.

#### **CJAC Presentation Guidelines Requirement:**

As part of the regional prioritization process, the CJAC will require each applicant to fill out the Supplemental Information Form found in Attachment 1 of this document for each proposal submitted under any of the regional Criminal Justice Programs. This information will be gathered by the PRPC's Criminal Justice Coordinator after the applicants have filed their applications with CJD. The form will be provided to the CJAC along with the applicant's CJD grant application prior to the CJAC's Prioritization Meeting(s). Applicants that fail to provide this information to the CJAC for their proposal(s) may have their application lowered during the CJAC's prioritization process.

Applicants will be given the presentation guidelines during the workshop(s). The presentation guidelines include six points and/or questions that the applicants are asked to answer during their grant presentations to the CJAC at the prioritization meetings. Those questions include:

- Why is this particular project needed; what problem(s) are you trying to resolve?
- Describe which, if any, of the Regional Program Priorities this project will support (a list will be provided as soon as it becomes available)
- Who would be responsible for implementing this project and how would that be done?
- What factors will be used to gauge the value of this project to your community – how will you measure success?
- How will this project continue to be supported in the future?

#### **Conflict of Interest Policy:**

The COG shall ensure that members of the COG's governing body, the CJAC, and COG staff abstain from scoring and voting on any grant application, other than a grant application submitted by a COG, during the prioritization process if the member or an individual related to the member within the third degree by consanguinity or within the second degree by affinity:

- Is employed by the applicant agency and works for the unit or division that would administer the grant, if awarded;
- Serves on any governing board that oversees the unit or division that would administer the grant, if awarded;
- Owns or controls any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency; or
- Receives any funds, or a substantial amount of tangible goods or routine services, from the applicant agency as a result of the grant, if awarded.

If a CJAC member has a conflict of interest regarding a particular grant application, the COG will ensure that the CJAC member is not assigned, and will not review, that application. A CJAC member that has a conflict of interest regarding a particular grant application must vacate the CJAC meeting room whenever that application is presented to or reviewed by the CJAC, and the member must not take part in or be present for any discussion on the application with any member of the CJAC.

If any applicant, CJAC member, COG personnel or other individual has reason to believe that favoritism or inappropriate actions occurred during the scoring or prioritization of CJD projects, the COG shall ensure that the concerns are shared with CJD as soon as possible.

#### **Applicant Attendance at the Prioritization Meetings:**

Applicants are strongly encouraged to attend the meetings during which their application will be prioritized by the CJAC. During those meetings, applicants will be given the chance to orally present their project applications to the CJAC. This is an important opportunity for the applicants to clarify to the CJAC the express intent and nature of their project application(s). Applicants who are unable to personally represent their applications during the meeting(s) are by virtue of their absence, placing their applications at a competitive disadvantage. The CJAC will still prioritize a project even though the applicant's representative did not personally attend the CJAC meeting to orally present the application. The only information that the CJAC will have to go off in prioritizing the absentee applicant's project application; however, will be that which is presented in the written application. The absentee applicant will not be allowed to come back at some later point in time to provide supplemental project information that could have otherwise been presented orally during the CJAC meeting.

#### **Applicant Presentations:**

CJD grant applicants will generally be given five minutes to orally present their project proposal to the CJAC. The CJAC will then be allowed as much time as needed thereafter to question the applicant about the particulars of their project application.

Prior to each CJAC prioritization meeting, the PRPC's Regional Criminal Justice Program Coordinator will, by random selection, choose the order in which the applicant presentations will be made. However, where the CJAC will be prioritizing applications under a variety of different grant programs during the same meeting, the applicant presentations will be grouped by grant program, in a randomly selected order. The order in which the grant program groupings will be presented will also be selected by random drawing.

### The Project Prioritization Process:

Each CJD application will be evaluated and scored in accordance with review criteria established by CJD. The applications will be ranked according to their numeric scores.

The CJAC will use an averaged rank-based prioritization system for determining the rank ordering of the CJD projects. In past competitions, the applications have been ranked based upon their averaged numeric score. However, averaging numeric scores allows the potential for what could be considered, unfair volatility. For instance, one member could potentially affect the outcome of the selection process by scoring certain projects extremely low while scoring favorite projects unusually high.

To avoid this potential situation, the CJAC will prioritize the CJD applications in accordance with their averaged rankings. The numeric point values shown for each criterion being used by the CJAC will still be used to score the applications.

Each member's point scores for the applications will then be converted to an individualized ranking of how each member scored the applications before the group averaging takes place. The example shown below will help to illustrate this concept. Member A reviews 9 projects in accordance with the CJAC prioritization criteria and then assigns a total point score for each project. Member A's point scores are then converted to rankings; as shown in the row beneath the "Total Point Scores Given".

#### MEMBER A's SCORES:

	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9
Total Point Score Given:	40 pts	50 pts.	75 pts.	100 pts	90 pts	85 pts	55 pts	92 pts	98 pts
Corresponding Ranking	9 <sup>th</sup>	8 <sup>th</sup>	6 <sup>th</sup>	1 <sup>st</sup>	4 <sup>th</sup>	5 <sup>th</sup>	7 <sup>th</sup>	3 <sup>rd</sup>	2 <sup>nd</sup>

The individualized rankings of all the reviewing CJAC members will then be totaled and averaged based on the number of members evaluating each application, to create the prioritized listing of all the applications.

The CJAC members will be encouraged to create a point differential between those projects they deem to be of higher priority than others. However, there may be instances when a member(s) assigns the same point score to two or more projects to create a tie(s). In those cases, the corresponding rankings of the tied projects will be averaged as part of the overall ranking process. This step is illustrated below using the *Member A* example from above. However, in this scenario, Member A has given the same score to three different applications.

#### MEMBER A's SCORES:

	Project 1	Project 2	Project 3	Project 4	Project 5	Project 6	Project 7	Project 8	Project 9
Total Point Score Given:	40 pts	50 pts.	75 pts.	100 pts	90 pts	90 pts	55 pts	90 pts	98 pts

Member A's corresponding rankings would then be as follows:

	Total Point Score Given	Corresponding Ranking
Project 4	At 100 points; <b>highest</b> point score given	1 <sup>st</sup>
Project 9	At 98 points; <b>second</b> highest point score given	2 <sup>nd</sup>
Project 5	At 90 points, Projects 5, 6, and 8 received the exact same point score. Therefore ranking positions <b>3, 4 and 5</b> would be added and then divided by 3 ( $\{3+4+5\}/3 = 4$ ) to create an averaged corresponding ranking for the three tied projects.	4 <sup>th</sup>
Project 6		4 <sup>th</sup>
Project 8		4 <sup>th</sup>
Project 3	At 75 points; <b>sixth</b> highest point score given	6 <sup>th</sup>
Project 7	At 55 points; <b>seventh</b> highest point score given	7 <sup>th</sup>
Project 2	At 50 points; <b>eighth</b> highest point score given	8 <sup>th</sup>
Project 1	At 40 points; lowest point score of <b>nine</b> projects	9 <sup>th</sup>

By using the averaged ranking approach versus the averaged point score approach, the CJAC can ensure a higher degree of fairness in the selection process. If a tie still persists the tied projects averaged numeric scores will be used to break the tie.

**Notice to Applicants Regarding the Outcome of the Prioritization Process(es):**

The PRPC Regional Criminal Justice Program Coordinator will be responsible for notifying the CJD grant applicants of the outcome of the application prioritization process(es). This notification will be developed and transmitted after the PRPC Regional Criminal Justice Program Coordinator has confirmed the CJAC's prioritization results. This notice will be faxed, mailed or emailed to the CJD grant applicants within 24 hours after the results have been confirmed.

That notice will include the following:

1. The final priority rankings as developed by the CJAC, by grant program.
2. The amount of funds each applicant will receive per the recommendations of the CJAC.
3. The date on which the CJAC's CJD grant recommendations will be considered by the PRPC Board of Directors.
4. A description of the appeals process that must be followed in the event an applicant wants to protest a decision made by the CJAC.
5. A statement that the PRPC Board meetings are open to the public.
6. A statement as required by CJD that all final funding decisions are made by CJD.

**Appeals Process:**

This appeals process only relates to those grant programs involving regional allocations made to the Panhandle region by the CJD or those programs that require the CJAC to order by priority, projects competing for funding at the statewide level.

A Panhandle applicant for CJD funding may appeal the disposition of its application **only** if one or more of the following occurs during the review of the application by the CJAC.

1. **Misplacement of an application.** If all or part of an application is lost, misfiled, etc., by PRPC staff, resulting in the unequal consideration of the applicant's proposal.
2. **Mathematical error.** If, in scoring the application, the score on any selection criteria is arrived at incorrectly or if the total score of the application is arrived at incorrectly as a result of human or computer error.
3. **Other procedural error.** If the applicant's application is not processed and treated in accordance with the procedures set forth in this document.

All appeals, including the specific alleged procedural violation(s), must be submitted to the PRPC Executive Director in writing. The Executive Director may then take one of the following actions:

1. Investigate the allegation and determine that the appeal is not valid. In such case, the applicant will receive in writing the basis for the decision to reject the applicant's appeal. In such case, the decision of the Executive Director is final.
2. If there is some validity to the appeal, the Executive Director will place the appeal on the agenda of the PRPC Board of Directors. The protesting applicant will be notified of the time and date of the meeting during which the Board of Directors will consider the appeal. The applicant will be given the opportunity to present his/her case directly to the PRPC Board of Directors. The Board of Directors will then render a decision on the appeal of the protesting applicant. All decisions made by the PRPC Board of Directors will be final.

An appeal can be filed at any time during the prioritization process but must be submitted within seven (7) working days from the date on which the Notice to Applicants Regarding the Outcome of the Prioritization Process(es) is **transmitted**.

In any event, the appeal must be received by the PRPC prior to the date on which the CJAC's CJD grant recommendations will be considered by the PRPC Board of Directors. Any appeals received after that date will not be considered by the PRPC Board.

Any appeals made after the date on which the CJAC's CJD grant recommendations are acted on by the PRPC Board of Directors must be filed directly with the CJD in accordance with the agency's appeal procedures.

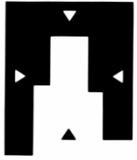


*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 3d**

**CJAC Additions to Scoring**

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**P**ANHANDLE  
**R**EGIONAL  
**P**LANNING  
**C**OMMISSION

## MEMORANDUM

**DATE:** April 8, 2020  
**TO:** CJAC Members  
**FROM:** Lori Gunn, Regional Services Programs Coordinator  
**SUBJECT:** Agenda Items #3d  
**CJAC Additions to Scoring**

### **FY 2021 Grant Application Scoring**

CJD continues to give more weight on the CJAC in terms of how projects from each region are prioritized. For FY 2021, CJD not only wants to know the prioritization list for each funding block, they also want to know the following:

- Amount recommended for funding for each application, if lower than requested;
- Which applications are above the region's RBE;
- Which applications the CJAC deems quality even though they may fall below the RBE;
- Which applications the CJAC deems below quality and would not award even if funding was available.

Upon the completion of the scoring by the CJAC, each funding block will be tallied and the results compiled into a prioritized list. The CJAC will then be asked to provide input on the quality line and give approval of the information to submit to the PRPC Board of Directors.

## VOCA

<i>Applicant</i>	<i>Funds Requested</i>		<i>Project Name</i>
Safe Place, Inc.	\$	231,839.09	Victims Assistance
Arrow Child & Family Ministries	\$	343,313.00	Foster Care and Community Therapeutic Services
Deaf Smith County Crisis Center	\$	251,366.59	Advocacy 2021
47 <sup>th</sup> District Attorney's Office	\$	189,958.00	Victim Assistance Program
	\$	1,016,476.68	<b>Total FY 2021 VOCA Funds Requested</b>
	\$	1,005,299.92	<b>Regional Budget Expectation (RBE)</b>
	\$	(11,176.76)	<b>Difference</b>

## VAWA

<i>Applicant</i>	<i>Funds Requested</i>		<i>Project Name</i>
Randall County DA's Office	\$	76,254.50	Felony Domestic Violence Prosecutor
Potter County Attorney's Office	\$	138,021.29	Dedicated Domestic Violence Prosecutor and Domestic Violence Investigator
47 <sup>th</sup> DA's Office	\$	78,036.36	Prosecutor of Domestic Violence
	\$	292,312.15	<b>Total FY 2021 VAWA Funds Requested</b>
	\$	89,193.52	<b>Regional Budget Expectation (RBE)</b>
	\$	(203,118.63)	<b>Difference</b>

### **RECOMMENDATION:**

PRPC staff recommends the CJAC approve the prioritized list and recommended funding levels, once compiled, be forwarded to the PRPC Board of Directors for approval then, if approved, submitted to CJD.



*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 4**

**VOCA Applications**

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**Agency Name: Safe Place, Inc.**  
**Project Title: Victims Assistance**  
**Request: \$231,839.09**

**Project Abstract :**

Safe Place, Inc. proposes to reach victims of domestic violence, adults molested as children, sexual assault in both adults and children, child abuse and neglect, victims of human trafficking, teen dating violence and elder abuse in the upper Northern Texas Panhandle. Our goal will be achieved by adapting existing services to a broader underserved demographic in each of the 4 counties we serve. Some of the more specific victim related issues that have been observed include mental health issues, poverty, drug addiction, anger issues, and deprivation of social and financial resources because of our rural setting. Grant parameters of unduplicated victims determine the percentage that reflect their initial or long term need of services. Services offered to victims of crime consist of, but are not limited to, crisis intervention, emergency shelter, various types of information and referral, legal advocacy, peer support, support groups, emergency transportation, and professional therapy and counseling. Meeting these objectives would not be possible without continued funding from the Office of the Governor's Victim Services Division. This funding allows Safe Place, Inc. to meet or exceed the target levels of the objectives outlined within the grant.

**Problem Statement :**

Safe Place Inc. has been greatly affected by unfortunate decisions of past employees that has fractured the agencies reputation, integrity, and ability to serve victims of domestic violence and sexual assault. Safe Place Inc. fired former Executive Director after allegations of fraudulent activities were reported by former employees and evidence was identified by Board of Directors. Safe Place Inc. board believed we had done due diligence for Safe Place Inc. in turning over fraud allegations to district attorney. We acknowledge unfamiliarity to the full terms of the contract with OOG other Grantors resulted in failing to notify grant funder of fraud allegations. This was a failure due to lack of knowledge for grant requirements rather than a lack of integrity and moral standard. Safe Place, Inc. is actively working with state and federal funders to restore working relationships, accountability, potential reimbursement and bring conclusion to allegations of misappropriated funds from a previous employees. As soon as Vendor Hold are removed or any information is given the OOG Current Budget will be updated to reflect accordingly. Safe Place, Inc fully cooperated with law enforcement officials and is awaiting conclusion to their investigation. As information is released to agency Safe Place, Inc will immediately notify grantors. The agency including the board of directors has studied, trained and learned much about grantor requirements, state and federal regulations and has positioned the agency in a place to be in compliance, while welcoming constructive criticism, failure, and identify mistakes as growing pains and is working hard to move forward learning from the past to repave a better future. Currently Safe Place Inc is on vendor hold. Safe Place was 100% compliant and transparent while Texas Rangers investigated allegations. The Texas Rangers submitted their finding to Federal Authorities due to the possibility of federal funds being involved. While this process seems daunting, Safe Place Inc. has pushed though times of uncertainty and economic difficulty because the agency believes the needs of current and future victims of domestic violence and sexual assault will go unmet in Moore, Hartley, Dallam, Sherman County. Safe Place Inc. is seeking full restoration and future fund opportunities, first and foremost to meet the needs of the victims, but to also employ employees with more experience and qualifications. The locations of Safe Place Inc, being in the rural panhandle limits the employee pool. Safe Place Inc wants to use funds to raise the bar of professionalism attracting skilled employees, provide emergency shelter, expand awareness of domestic violence and sexual assault, educate the community, and provide support to other agencies who provide different services in relation to victims of domestic violence and sexual assault. Safe Place Inc. works with victims of crime on a case-by-case basis. Coordination is made with Child Protective Services, Police Departments, Sheriff's Office, H.U.D. housing, CASA 69, the Bridge Advocacy Center, Texas Panhandle Centers, School Districts, Faith Based Organizations and community groups and employers in our four-county services area Working though past problems to ensure future opportunities is Safe Place Inc. greatest desire but biggest obstacle. Vince Lombardi famously quoted, "It's not whether you get knocked down; is whether you get back up." Safe Place Inc. wants to secure past trust, and

future funds to get back up for the victims of the four counties served who need the agency and the surrounding communities who need awareness, education, and training pertaining to domestic violence and sexual assault.

### **Supporting Data :**

According to DPS website in the State of Texas a violent crime occurs every 4 minutes, aggravated assault every 7 minutes, and rape every 35 minutes. Totals from the Texas Crimes by Jurisdiction on DPS website showed there were 394,044 family violence incidents reported in 2018, and 39,632 sexual assault incidents reported. Safe Place Inc. serves four surrounding counties. Data collected from the DPS website under Texas Crimes by Jurisdiction showed the following: Dallam County had 66 Family Violence incidents, 8 sexual assaults incident, 7 rape incidents with 0 arrest, 15 assaults with 9 arrest. Hartley had 3 Family Violence incidents, 1 assault with 1 arrest. Moore County had 97 Family Violence incidents, 8 sexual assaults incident, 4 rape incidents with 0 arrest, 32 assaults with 16 arrest. Sherman County had 1 Family Violence incidents and 1 sexual assaults incident. DPS records show there was a combined number of 195 domestic violence, sexual assault and rapes in the 4 counties. Through R Client tracking safe place identified to serve 157 clients in the 4 counties which would be 80.5% of reported/unreported incidents. The total population Safe Place, Inc. serves between all four counties is 37, 383 according to United States Census Bureau.

### **Project Approach & Activities:**

This application requests funding to continue providing safe shelter and services for victims of domestic violence and sexual assault in Moore, Sherman, Hartley and Dallam counties of the rural Texas Panhandle. We will continue to concentrate on enhancing the quality of our 24-hour services, coordinating with other existing services and building our volunteer base in order to serve victims of a crime. It is essential that shelter be provided to families who are victims of a crime in order for the cycle of abuse to stop. The combination of housing and instant access to all advocates will be a potent combination with the best odds of the clients to re-enter society as successful members. We strive to help each victim of sexual assault to start the healing process, to value herself/himself and to help others. The target population of this project is all victims of sexual assault and domestic violence in the northwest most corner of the Texas Panhandle. Each victim needs a person whose sole duty is making sure victims of crime understand what is required from them and what is available for them. Something as simple as a follow-up phone call to the victim and sitting down with them personally makes a huge difference in a victim's ability to recover. The victim would always make the decisions when and if they wish to pursue any services or support but must first know something of how the system works and what is available for them and their children. The specific activities proposed for this project are to provide temporary safe shelter, and support services for victims of family violence and sexual assault. These services include 24-hour crisis intervention, crisis counseling, shelter, advocacy, transportation, food, clothing, hospital and court accompaniment, information and referral to legal and community services, emotional support, criminal justice support, & personal advocacy. Safe Place, Inc. provides individuals moving out of the shelter, into their own apartment, with items they need to set-up a household with items that have been donated by members of the community. All services provided by Safe Place Inc. will continue at no charge to the victims. A 24-hour hotline will continue to be answered by trained volunteers and staff. All staff will continue to inform and provide assistance with Crime Victims Compensation filing.

### **Capacity & Capabilities:**

This application requests funding to continue providing safe shelter and services for victims of domestic violence and sexual assault in Moore, Sherman, Hartley and Dallam counties of the rural Texas Panhandle. We will continue to concentrate on enhancing the quality of our 24-hour services, coordinating with other existing services and building our volunteer base in order to serve victims of a crime. It is essential that shelter be provided to families who are victims of a crime in order for the cycle of abuse to stop. The combination of housing and instant access to all advocates will be a potent combination with the best odds of the clients to re-enter society as successful members. We strive to help each victim of sexual assault to start the healing process, to value herself/himself and to help others. The target population of this project is all victims of sexual assault and domestic violence in the northwest most corner of the Texas Panhandle. Each victim needs a person whose sole duty is making sure victims of crime understand what is required from them and what is available for them.

Something as simple as a follow-up phone call to the victim and sitting down with them personally makes a huge difference in a victim's ability to recover. The victim would always make the decisions when and if they wish to pursue any services or support but must first know something of how the system works and what is available for them and their children. The specific activities proposed for this project are to provide temporary safe shelter, and support services for victims of family violence and sexual assault. Safe Place Inc. will operate a 24-hour hotline throughout this project period. Safe Place, Inc. will meet with domestic or sexual assault victims upon request of the client or law enforcement throughout the course of the project. Safe Place, Inc. will work with clients on Crime Victims Compensation filing within 48 hours of incident. LPCs will meet with clients to work through the trauma and healing once a week. Safe Place, Inc. throughout the project period will provide shelter, advocacy, transportation, food, clothing, hospital and court accompaniment, information and referral to legal and community services, emotional support, criminal justice support, & personal advocacy. Safe Place, Inc. provides individuals moving out of the shelter, into their own apartment, with items they need to set-up a household with items that have been donated by members of the community. All services provided by Safe Place Inc. will continue at no charge to the victims. Safe Place, Inc will reach out to local ISD in the four counties beginning in October 2020 to schedule training and bring awareness to domestic violence and sexual assault, sexual assault, parenting, family planning, good touch bad touch, cultural awareness, gender equality in diverse cultures and much more.

### **Performance Management :**

Safe Place Inc.'s goal is to not only meet victims of crime at their point of crisis; but to reduce the recidivism of victims returning to a dangerous relationship and enhance their ability to recognize healthy vs unhealthy relationships. Our goal is to reduce residential recidivism by 50% and increase non-residential services by 20% during the 2020-2021 grant period as well as serve 95% of the reported domestic violence and sexual assaults incidents in the four counties served by Safe Place Inc. By using our client tracking system, we will be able to determine the number of returning clients and evaluate our project's success and/or weaknesses. The groups we are targeting most are the Hispanic, Burmese, Zomis, Somalian and Sudanese refugees. While we recognize the importance of respecting the basic cultural differences of these refugees, it is our goal to shift the perception of the female demographic within this group from accepting that violence is a way of life, to understanding their basic human rights. We hope to achieve our goal by adapting existing services to a broader underserved demographic area, while educating our communities about breaking the social stigmas associated with all forms of violence. Additionally, Safe Place, Inc. would like to increase its presence in the outlying counties and provide more hands-on services for clients with limited transportation. The Community Educator position written into the grant is a strong effort to also put Domestic Violence and Sexual Assault at the forefront of prosecutor's minds in these outlying counties by better educating them on the economical & sociological impacts of these crimes. Safe Place, Inc. provides support for victims by encouraging consequences for the crime of battering which then creates an environment that promotes dignity, healthy behaviors, and lifestyles. As an agency, we look forward to re-establishing our foundation through improving existing items and beginning the process of Strategic and Developmental Planning. As we take these progressive steps towards victim services, we have 2 Main Goals. (1) To see an increased average stay in our Non-Residential Program due to victim's being offered more resources to be financially and emotionally independent. (2) To see an overall increase in number of victims served by Safe Place, Inc. due to new efforts in awareness and community education. Each of these outcomes will be reviewable through our Data System, RClient.

### **Data Management:**

On the second visit of advocacy and next to last session of counseling, clients are provided with a brief survey to anonymously evaluate their experience with the agency. These survey's are also distributed upon exit of the Residential/Transitional Programs and following interaction with Legal Aid. The Supervisory team meets quarterly to review the Survey's and develop plans to correct consistent weaknesses. Our agency tracks and maintains client and volunteer data on RClient's Tracking System. We review end-of-month reports as a team to discuss unduplicated, continuing and returning victims to assess our projects success or weaknesses. We also meet weekly during staff meetings to collaborate on how we can best assist victims of violent crime not merely move past their victimization, but become stronger through it.

## Target Group :

Safe Place, Inc. serves four counties 1. Dallam County is 1,505 sq. miles with 7,200 population (population according to US Census Bureau) 2. Hartley County is 1,460 sq. miles with 5,619 population (population according to US Census Bureau) 3. Moore County is 901 sq. miles with 21,485 population (population according to US Census Bureau) 4. Sherman County is 924 sq. miles with 3,079 population (population according to US Census Bureau) Safe Place Inc serves one of the most diverse areas in the state of Texas. Texas Department of State Health population statistics identify that over 50% of the population in the surrounding counties identify as Hispanic or other. Strong industries seeking employees has brought in a large number of refugees. This include Burmese, Zomis, Somalians, Sudanese. Safe Place Inc desires to bring awareness of domestic violence and sexual assault to cultures and people groups that have different view of healthy family relationships and women's equality. There is a growing number of victims of domestic violence and sexual assault in the Hispanic community. 64% of victims served by Safe Place Inc. were reported to be Hispanic. Safe Place Inc. has seen an increase in the number of minors involved in domestic violence and sexual assault. 58% of all victims by Safe Place Inc. were under the age of 18. Out of all clients served by Safe Place Inc. 31% were under 45 years of age. Safe Place Inc will actively be working to provide awareness, education, and resources to a diverse population with the understanding that domestic violence and sexual assault is affecting both youth and adults.

## Evidence-Based Practices:

FROM: Sullivan, C.M. (2012, updated January 2016). Examining the Work of Domestic Violence Programs Within a "Social and Emotional Well-Being Promotion" Conceptual Framework, Harrisburg, PA: National Resource Center on Domestic Violence at [www.dvevidenceproject.org](http://www.dvevidenceproject.org). This research offers 8 fundamental program components 1. Providing Information (About rights, options, domestic violence, trauma, sociopolitical setting.) 2. Safe Plan 3. Build Skills (e.g., coping, emotion regulation, problem solving, parenting, resource attainment) 4. Offer encouragement empathy and respect 5. Supportive Counseling 6. Increase access to community resources and opportunities 7. Increase social support and community connections 8. Community change and systems change work Effectiveness of this project will be measured by asking each victim to complete a confidential survey of the services they receive from Safe Place, Inc. We review each client survey for problem areas or improvement suggestions. We will continue to use these surveys as a subjective measure of our effectiveness. The other measures used to determine the effectiveness of our project will be (1) number of new victims served, (2) number of hotline calls, (3) number of victims receiving educational classes, tutoring, group support and licensed counseling, (4) in-kind donations received from the community, (5) requests from other groups and organizations to present our program, and (6) requests for follow-up from law enforcement agencies (7) clients reaching obtainable personal goals (8) recidivism of victims in repeat circumstances (9) community education and awareness (10) expansion of agencies opportunities. Board of Directors awareness and cooperation, strong internal controls, staff evaluations, and program reviews ensure and maintains the direction and vision for Safe Place Inc. to provide quality professional services to victims of domestic violence and sexual assault.

## Project Activities Information

### Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crisis Services	15.00	Safe Place Inc. provides crisis services such as crisis counseling, information and referral through our 24-hour hotline, and face to face contact services. A trained staff or volunteer will provide transportation and accompany the victim to a SANE, medical appointments, mental health appointments, legal appointments, and/or court appearances and shelter as well as assist with filing crime victims compensation forms and any other form the client

		needs assistance with. Safe Place Inc. may also assist in obtaining medical assistance.
Legal Advocacy	10.00	Legal advocacy is provided to residents and non-residents with civil legal issues such as completing and filling for protective orders, injunctions, elder/child abuse petitions and legal aid applications. Information is given to each victim concerning their rights.
Multi-Disciplinary Teams and Case Coordination	2.00	Safe Place Inc. meets quarterly with surrounding area agencies, The Bridge, CASA69, Adult and Child Protective Services, the District Attorney's office, and Law Enforcement to discuss victims incidents in detail, while still holding to our confidentiality policy.
Peer Support Groups	3.00	Safe Place Inc. provides regular peer support group meetings and individual peer support meetings for clients both residential and non-residential.
Professional Therapy and Counseling	20.00	Safe Place Inc. provides an LCP for clients at the clients request. All clients are notified of this service being available to them.
Protective Order Assistance	5.00	Safe Place Inc. assists clients with completing applications for protective orders and accompanies each client, at their request, to file and complete the protective order process.
Shelter	45.00	Safe Place Inc. ensures all clients who qualify for and request shelter, have a safe shelter residence and are provided food, clothing, transportation and referrals at no cost to the client.

### Measures Information

#### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Average length of stay in shelter (in days).	30
Number of cases reviewed by the multi-disciplinary team.	0
Number of counseling hours provided to survivors.	640
Number of final protective orders granted / obtained.	15
Number of final protective orders requested.	20
Number of meetings held by multi-disciplinary teams.	0
Number of secondary victims / survivors provided shelter.	125
Number of support group sessions held.	200
Number of survivors assisted through the legal process.	110
Number of survivors participating in support groups.	95
Number of survivors receiving counseling / therapy.	40
Number of survivors receiving crisis counseling.	40
Number of temporary protective orders granted / obtained.	25

Number of temporary protective orders requested.	25
Number of times survivors are accompanied to court.	20
Number of victims / survivors provided shelter.	160
Number of victims / survivors seeking services who were served.	200
Number of victims seeking services who were not served.	0
Number of victims who requested shelter.	157

#### Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of cases resulting in charges filed.	20
Number of convictions.	20

### Victim Services Information

#### Agency Type

Implementing Agency Type - Nonprofit

Which designation best describes your agency

- Organization provides domestic violence and family violence and sexual assault services

#### Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

#### Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only	Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	20	\$46,367.82
Child Sexual Abuse	5	\$11,591.95
Domestic and Family Violence	60	\$139,103.45
Child Sexual Assault	5	\$11,591.95
Adult Sexual Assault	10	\$23,183.91
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00
Assault	0	\$0.00
Adults Molested As Children	0	\$0.00

Elder Abuse	0	\$0.00	
Robbery	0	\$0.00	
Survivors of Homicide	0	\$0.00	
Adult Human Trafficking	0	\$0.00	
Child Human Trafficking	0	\$0.00	
Other Violent Crimes	0	\$0.00	
Description:			
Other Non-Violent Crimes	0	\$0.00	
Description:			
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget	\$231,839.09

### Use of Funds

Does this project provide DIRECT SERVICES to victims:

Yes

No

### Information and Referral

- 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.)

### Personal Advocacy/Accompaniment

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

- Intervention with employer, creditor, landlord, or academic institution
- Child and/or dependent care assistance (includes coordination of services)
- Transportation assistance (includes coordination of services)
- Interpreter services
- Victim advocacy/accompaniment to emergency medical care
- Victim advocacy/accompaniment to medical forensic exam
- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)
- Performance of medical or nonmedical forensic exam or interview, or medical evidence collection

### Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)
- Hotline/crisis line counseling
- On-scene crisis response (e.g., community crisis response)
- Individual counseling
- Support groups (facilitated or peer)
- Other therapy (traditional, cultural, or alternative healing
- art, writing, or play therapy
- etc.)

## Shelter/Housing Services

- Emergency shelter or safe house
- Transitional housing
- Relocation assistance (includes assistance with obtaining housing)

## Criminal/Civil Justice System Assistance

- Notification of criminal justice events (case status, arrest, court proceedings, case disposition, release, etc.)
- Victim impact statement assistance
- Civil legal 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 assistance (e.g., special visas, continued presence application, and other immigration relief)
- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and victim/witness)
- Law enforcement interview advocacy/accompaniment
- Criminal advocacy/accompaniment
- Other legal advice and/or counsel

## Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects **MUST** assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim compensation benefits:

## Types of Victimitizations

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that Is Not associated with any of the types provided in the list. Check all that apply:

### Types of Victimitizations

- Adult physical assault (includes aggravated and simple assault)
- Adult sexual assault
- Adults sexually abused/assaulted as children
- Bullying (verbal, cyber, or physical)
- Child physical abuse or neglect
- Child physical abuse or neglect
- Domestic and/or family violence
- Elder abuse or neglect
- Human trafficking: sex
- Stalking/harassment
- Teen dating victimization

## Budget and Staffing

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$231,839.09

Other State Funds:  
\$0.00

Other Local Funds:  
\$0.00

Other Federal Funds:  
\$270,843.43

Other Non-Federal Funds:  
\$0.00

Total Victimization Program Budget:  
\$231,839.09

Total number of paid staff for all grantee victimization program and/or services:  
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
12

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs and/or services:  
Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:  
27456

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:  
COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:  
5

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:  
Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:  
128

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

Safe Place Inc, is actively working to better utilize volunteers. Safe Place Inc is diligently building

community relationship and partnerships. This is an area Safe Place strongly desires to improve.

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	TOTAL	UNIT/%
Personnel	Chief Financial Officer (CFO)	The Finance Director executes the day to day Agency financial operations, including payroll, accounts receivable, accounts payable, cost allocations and financial grant reporting. Finance Director also takes part in the on-call rotation. Finance Director annual gross salary is currently \$55,120.00. Salary including fringe and healthcare is currently \$69,703.95. Total salary is for 12 months. . Finance Director: Erica Venzor	\$22,305.26	\$5,576.32	\$0.00	\$27,881.58	40
Personnel	Advocate	Shelter Advocate 1 will provide crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The	\$8,163.16	\$2,040.79	\$0.00	\$10,203.95	45

		<p>Shelter Advocate will work in conjunction with the Shelter Manager support the client's participation in the service plan. The Shelter Advocate will work the schedule assigned by the Shelter Manager. This position pays and hourly wage of \$12.00 per hour, and works a maximum of 32 hours per week. Shelter Advocate is estimated to receive \$22,675.46 in wages annually. Salary includes taxes; however, health insurance is not included. . . Shelter Advocate: Samantha Eddy</p>					
Personnel	Advocate	<p>Shelter Advocate 2 will provide crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The Shelter Advocate will work in conjunction with the Shelter Manager support the client's participation in</p>	\$8,163.16	\$2,040.79	\$0.00	\$10,203.95	45

		<p>the service plan. The Shelter Advocate will work the schedule assigned by the Shelter Manager. This position pays and hourly wage of \$12.00 per hour, and works a maximum of 32 hours per week. Shelter Advocate is estimated to receive \$22,675.46 in wages annually. Salary includes taxes; however, health insurance is not included. . . Shelter Advocate: Taylor Bernal</p>					
Personnel	Advocate	<p>Shelter Advocate 3 will provide crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The Shelter Advocate will work in conjunction with the Shelter Manager support the client's participation in the service plan. The Shelter Advocate will work the schedule assigned by the Shelter Manager. This position pays</p>	\$8,163.16	\$2,040.79	\$0.00	\$10,203.95	45

		and hourly wage of \$12.00 per hour, and works a maximum of 32 hours per week. Shelter Advocate is estimated to receive \$22,675.46 in wages annually. Salary includes taxes; however, health insurance is not included. . . Shelter Advocate: Andrea Robinson					
Personnel	Advocate	Shelter Advocate 4 will provide crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The Shelter Advocate will work in conjunction with the Shelter Manager support the client's participation in the service plan. The Shelter Advocate will work the schedule assigned by the Shelter Manager. This position pays and hourly wage of \$12.00 per hour, and works a maximum of 32 hours per week. Shelter Advocate is estimated to	\$8,163.16	\$2,040.79	\$0.00	\$10,203.95	45

		receive \$22,675.46 in wages annually. Salary includes taxes; however, health insurance is not included. . . Shelter Advocate: Not designated					
Personnel	Advocate	Shelter Advocate 5 will provide crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The Shelter Advocate will work in conjunction with the Shelter Manager support the client's participation in the service plan. The Shelter Advocate will work the schedule assigned by the Shelter Manager. This position pays and hourly wage of \$12.00 per hour, and works a maximum of 32 hours per week. Shelter Advocate is estimated to receive \$22,675.46 in wages annually. Salary includes taxes; however, health insurance is not included. . .	\$8,163.16	\$2,040.79	\$0.00	\$10,203.95	45

		Shelter Advocate: Not designated					
Personnel	Advocate	<p>Crisis Interventionist &amp; Victim Advocate - Will provide crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The Advocate will work in conjunction with the Shelter Manager support the client's participation in the service plan. The Advocate will work the schedule assigned by the Shelter Manager. The Crisis Interventionist &amp; Victim Advocate annual gross salary is currently \$34,270.00. Salary including fringe and healthcare is currently \$44,719.87. Total salary is for 12 months. Crisis Interventionist &amp; Victim Advocate: Karen Perez</p>	\$14,310.36	\$3,577.59	\$0.00	\$17,887.95	40
Personnel	Advocate	<p>Crisis Interventionist &amp; Victim Advocate - Will provide</p>	\$14,667.98	\$3,666.99	\$0.00	\$18,334.97	40

		<p>crisis intervention, transportation, support, personal advocacy, peer counseling, mentoring, information and referral, as well as answering the 24-hour hotline. The Advocate will work in conjunction with the Shelter Manager support the client's participation in the service plan. The Advocate will work the schedule assigned by the Shelter Manager. The Crisis Interventionist &amp; Victim Advocate annual gross salary is currently \$35,490.00. Salary including fringe and healthcare is currently \$45,837.44. Total salary is for 12 months. Crisis Interventionist &amp; Victim Advocate: Karisa C Stuart</p>					
Personnel	Coordinator	<p>The Shelter Manager will provide crisis peer counseling for residential clients, crisis intervention, advocacy, mentoring, referrals to</p>	\$22,891.97	\$5,722.99	\$0.00	\$28,614.96	45

		<p>needed services, assist with filing CVC forms and emergency transportation of clients. The Shelter Manager also supervises the shelters advocates and creates their schedules. The Shelter Manager covers the 24-hour hotline when on duty, and is part of the on-call rotation. Shelter Manager annual gross salary is \$47,500.00. Salary with fringe including healthcare is currently \$63,588.81. Total salary is for 12 months. . . Shelter Manager: Not designated</p>					
Personnel	Data Entry Operator	<p>The Administrative Assistant answers and tracks hotline calls, and inputs data into the tracking software for grant reporting. In addition, the Administrative Assistant will provide crisis intervention, support, personal advocacy, peer counseling, information and referral, as well as emergency</p>	\$8,919.50	\$2,229.88	\$0.00	\$11,149.38	45

		<p>transportation to shelter residents and victims of domestic violence, sexual assault, child abuse, and human trafficking while on-call for the agency.</p> <p>Administrative Assistant annual gross salary is currently \$21,840.00. Salary including fringe is currently \$24,776.40. Total salary is for 12 months. . .</p> <p>Administrative Assistant: Not designated</p>					
Personnel	Executive Director	<p>Due to the size of our agency, the Executive Director works directly with victims of domestic violence, sexual assault, child abuse, and human trafficking during on call rotation, and during the day to day operations when needed. The Executive Director can perform crisis intervention, peer counseling, legal and medical accompaniment, emergency transportation, intake duties, as well as any other</p>	\$16,579.64	\$4,144.91	\$0.00	\$20,724.55	25

		<p>victim service needed. The Executive Director also oversees the financial, administrative, programmatic administration, and ensures all grant reporting is completed timely and per grant guidelines.</p> <p>Executive Director annual gross salary is currently \$67,600.00 Salary including fringe and healthcare is currently \$82,898.21. Total salary for 12 months.. .</p> <p>Executive Director: Chris Fobbs</p>					
Personnel	Director	<p>Due to the small size of our agency, the Program Director works directly with victims of domestic violence, sexual assault, child abuse, and human trafficking during on call shifts and during day to day operations when needed. The Program Director can perform crisis intervention, peer counseling, legal and medical accompaniment, emergency</p>	\$9,151.39	\$2,287.85	\$0.00	\$11,439.24	20

		<p>transportation, intake duties, as well any other victim services needed. The position will also be included in the on-call rotation. The Program Director assists the Executive Director in oversight of programmatic and personnel management activities. Program Director annual gross salary is currently \$44,500.00. Salary including fringe and healthcare is currently \$57,196.16. Total salary is for 12 months. . . Program Director: Not designated</p>					
Contractual and Professional Services	Non-Substance Abuse-Related Case Management, Forensic Interviews, Counseling, Outpatient, and/or Treatment Services	<p>Licensed counselors must travel to our agency from other cities. The total agency cost for two (2) licensed counselors for the fiscal year is estimated at \$30,000.00. The requested amount would fund about 66.6% of the agency cost for 12 months, and would enable us to provide counseling to victims of</p>	\$16,000.00	\$4,000.00	\$0.00	\$20,000.00	0

		domestic violence, sexual assault, child abuse, and human trafficking. Counseling services are billed at \$50.00 per hour.					
Contractual and Professional Services	Attorney	Legal Fees estimated total expenses is \$1,830.00 for 12 months. We are requesting 40% of funds.	\$585.60	\$146.40	\$0.00	\$732.00	0
Contractual and Professional Services	Accounting, Bookkeeping, and/or Payroll Services	Annual Audit estimated expenses is \$8,950.00. We are requesting 40% of the funds.	\$2,864.00	\$716.00	\$0.00	\$3,580.00	0
Contractual and Professional Services	Housekeeping, Custodial, Building, and Grounds-Related Services	As routine building maintenance, we have a professional pest control service spray our office, shelter, and transitional living on a monthly basis. This will help insure the safety of all staff and victims coming through our doors. The total charge for this service is \$1,305.00 annually. The amount requested would fund 40% of the agency cost for 12 months.	\$417.60	\$104.40	\$0.00	\$522.00	0
Contractual and	Housekeeping, Custodial, Building, and	Funding is requested to help fund a weekly	\$1,248.00	\$312.00	\$0.00	\$1,560.00	0

Professional Services	Grounds-Related Services	cleaning service to maintain a clean and sanitary environment for our staff and the victims we serve. The total estimated charge for this service is \$3,900.00 annually. The amount requested would fund 40% of the agency costs for 12 months.					
Contractual and Professional Services	Data Processing, Web Site, and/or Programming Services	Computer repair and related expenses are required to maintain the stability and integrity of our existing equipment. Computers to be maintained are used to generate performance reports, perform grant adjustments, cost allocations, enter client services and track client statistics for victims of crime. Because our agency is located in a rural community, there is only one computer repair company available to us. We have a monthly service agreement. The approximate total cost is \$16,800.00 annually. We are	\$5,376.00	\$1,344.00	\$0.00	\$6,720.00	0

		requesting 40% of funds.					
Contractual and Professional Services	Security and Monitoring Services	Security monitoring for the compound. The cost to provide 24-hour a day security and fire monitoring for the fifteen cameras used to protect the shelter residents, office staff, store employees, transitional living residents and non-residential clients seeking services at Safe Place is estimated at \$3,000.00 for the 12 month period. These costs include fire alarm monitoring, security monitoring and security maintenance. We are requesting 40% of the funds.	\$960.00	\$240.00	\$0.00	\$1,200.00	0
Travel and Training	In-State Incidentals and/or Mileage	Mileage reimbursement of \$0.54 per mile will be reimbursed to employees and volunteers using their personal vehicle to travel to Dallam, Sherman, and Hartley Counties weekly to assist victims of crime. In addition, the only hospital that does SANE exams is located approximately	\$1,120.09	\$280.02	\$0.00	\$1,400.11	0

		fifty (50) miles one way from our agency. The same applies for any Forensic interviews that need to be conducted for children that are victims of crime. Funds requested would be for a 12 month period.					
Travel and Training	In-State Registration Fees, Training, and/or Travel	In order to keep our staff training and up to date with current issues we will send 3 grant funded employees to the Crimes Against Children Conference-Sheraton Downtown Dallas 2021 dates to be set.	\$3,427.49	\$856.87	\$0.00	\$4,284.36	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	In order to keep our staff training and up to date with current issues we will send 3 grant funded employees to the Crimes Against Women Conference-Sheraton Downtown Dallas 2021 dates to be set.	\$2,995.49	\$748.87	\$0.00	\$3,744.36	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	In order to keep our staff training and up to date with current issues we will send 3 grant funded employees to attend the	\$2,995.49	\$748.87	\$0.00	\$3,744.36	0

		annual TAASA Conference. 2021 Conference is not been set.					
Supplies and Direct Operating Expenses	Public Notice, and/or Job Posting	Public Awareness total cost of \$1,500.00 for 12 months. Requesting 40% of these funds.	\$480.00	\$120.00	\$0.00	\$600.00	0
Supplies and Direct Operating Expenses	Public Notice, and/or Job Posting	Job Postings with total cost of \$500.00 for 12 months. We are requesting 40% of these funds.	\$160.00	\$40.00	\$0.00	\$200.00	0
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	Shelter telephone total annual cost of approximately \$3,500.00. We are requesting 40% of total cost.	\$1,120.00	\$280.00	\$0.00	\$1,400.00	0
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	General office telephone total annual cost of approximately \$2,100.00. We are requesting 40% of funds.	\$672.00	\$168.00	\$0.00	\$840.00	0
Supplies and Direct Operating Expenses	Costs for Space (lease or rental)	Storage rental total annual cost of \$3,120.00. We are requesting 40% of funds.	\$998.40	\$249.60	\$0.00	\$1,248.00	0
Supplies and Direct Operating Expenses	Costs for Space (lease or rental)	Post office monthly box rental. We are requesting 40% of total funds of \$65.00.	\$20.80	\$5.20	\$0.00	\$26.00	0
Supplies and Direct Operating Expenses	Fidelity Bonding	Auto insurance total cost \$8,750.00. We are requesting 40% of funds.	\$2,800.00	\$700.00	\$0.00	\$3,500.00	0

Supplies and Direct Operating Expenses	Fidelity Bonding	Commercial Property Insurance total cost \$16,485.73. We are requesting 40% of funds.	\$5,275.43	\$1,318.86	\$0.00	\$6,594.29	0
Supplies and Direct Operating Expenses	Fidelity Bonding	General Liability Insurance total cost \$6,250.00. We are requesting 40% of funds.	\$2,000.00	\$500.00	\$0.00	\$2,500.00	0
Supplies and Direct Operating Expenses	Fidelity Bonding	Directors and Offices Insurance total cost \$1,500.00. We are requesting 40% of funds.	\$480.00	\$120.00	\$0.00	\$600.00	0
Supplies and Direct Operating Expenses	Fidelity Bonding	Crime Protection Insurance total cost \$2,500.00. We are requesting 40% of funds.	\$800.00	\$200.00	\$0.00	\$1,000.00	0
Supplies and Direct Operating Expenses	Fidelity Bonding	Volunteer Accident Insurance total cost \$1,800.00. We are requesting 40% of funds.	\$576.00	\$144.00	\$0.00	\$720.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Office supplies are required for conducting daily business. Costs include basic/general office supplies for staff use. In addition, items such as paper, pens, calendars, staples, binders, paperclips. The estimated total expenses for office supplies for 12 months is \$7,500.00.	\$2,400.00	\$600.00	\$0.00	\$3,000.00	0

Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Estimated Postage of \$2000.00 for 12 months.	\$640.00	\$160.00	\$0.00	\$800.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Therapy & educational supplies aid in the education and recovery of domestic violence and sexual assault victims living in our four (4) county area. The estimated total expenses for 12 months is \$2,000.00. Items to be purchased are to include, support group or one-on-one peer counseling tools such as flash card games, palm cards, healthy relationship resource books and empowerment guides for young teenage girls and boys. All materials are needed multi-language formats to meet the culturally diverse population of the area we serve. Funds requested would assist in 40% of associated costs for these materials.	\$640.00	\$160.00	\$0.00	\$800.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Outreach Program supplies. All materials are needed in multi-language formats	\$1,280.00	\$320.00	\$0.00	\$1,600.00	0

		to meet the culturally diverse population of the are we serve. Funds requested would assist in all associated cost for materials needed for a 12 month period.					
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Agency brochures & Etc. All materials are needed in multi-language formats to meet the culturally diverse population of the are we serve. Funds requested would assist in all associated cost for materials needed for a 12 month period.	\$800.00	\$200.00	\$0.00	\$1,000.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Postage meter lease projected total cost is \$885.00 for the 12 month period.	\$283.20	\$70.80	\$0.00	\$354.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Safe Place Inc. Policy and Procedures require all employees and volunteers to submit to a background check to ensure client safety and confidentiality. Total amount of \$500 annually. We are requesting 40% of funds.	\$160.00	\$40.00	\$0.00	\$200.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery,	Shelter supplies are required to maintain and keep our shelter clean	\$6,000.00	\$1,500.00	\$0.00	\$7,500.00	0

	flexicuff, drug testing kit)	and functional at all times. Items that would be purchased would be cleaning supplies, laundry supplies, light bulbs, and misc. items that would allow us to keep the shelter functional and clean at all times. Total cost of all said supplies would be \$7,500.00 over 12 months.						
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Victim assistance helps with client needs: School supplies are purchased on an as-needed basis throughout the school year, and every August for the start of the new school year. Total cost of \$2,000.00 for 12 months. We are requesting 100% of these funds. All victim assistance are done by the facility and will be delivered to the client.	\$1,600.00	\$400.00	\$0.00	\$2,000.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Victim assistance helps with client needs: Personal hygiene supplies are purchased on an as-needed basis throughout the year. Total cost of \$2,500.00 for 12 months.	\$2,000.00	\$500.00	\$0.00	\$2,500.00	0	

		We are requesting 100% of these funds. All victim assistance purchases are done by the facility and will be delivered to the client.					
Supplies and Direct Operating Expenses	Office Equipment and/or Furniture (\$5,000 or less per unit)	Small equipment-General office. Computers are a need for the facility to generate performance reports, perform grant adjustments, cost allocations, enter client services and track client statistics for victims of crime, and general entry of information including billing, payroll, ect. Total amount requested for purchase of a computer(s) for the 12 month period is \$1,000.00. We are requesting 40% of the funds.	\$320.00	\$80.00	\$0.00	\$400.00	0
Supplies and Direct Operating Expenses	Office Equipment and/or Furniture (\$5,000 or less per unit)	Small equipment-Shelter (Computer and appliances). Computers are a need for the facility to generate performance reports, perform grant adjustments, cost allocations, enter client services and track client statistics for	\$1,600.00	\$400.00	\$0.00	\$2,000.00	0

		<p>victims of crime, and general entry of information including billing, payroll, ect. Total amount requested for purchase of a computer(s) for the 12 month period is \$1,000.00. We are requesting 40% of the funds.</p> <p>Appliances are also an necessity for preparation of our victims. The appliances would be for the Shelter's kitchen. Total amount of \$4,000.00 for purchase of appliances is estimated. We are requesting for 40% of the funds.</p>					
Supplies and Direct Operating Expenses	Printer, Fax, Scanner and/or Camera (\$5,000 or less per unit)	<p>An agency multi use copier is required to conduct daily business and meet the needs of clients. We have a lease payment due each month for the use of the copier, scanner &amp; fax machine. The copier lease includes a rental agreement cost of \$130.00/month plus any copies that exceed the contracted total allotment. Funds requested would be 40% of the lease.</p>	\$1,104.00	\$276.00	\$0.00	\$1,380.00	0

Supplies and Direct Operating Expenses	Electric, Gas, and/or Water / Wastewater	<p>Shelter Utilities. Electric service is provided for the shelter. The agency electric service monthly charge is allocated by square footage. The Shelter square footage is 43.65%. The estimated total annual budget for electric service is \$4,500.00. This estimate is based on the total utility expenses for the facility for the last fiscal year and allows for expected increase in utility cost. The amount requested would cover 40% of the estimated cost and would be utilized over the 12 month period.</p>	\$1,440.00	\$360.00	\$0.00	\$1,800.00	0
Supplies and Direct Operating Expenses	Electric, Gas, and/or Water / Wastewater	<p>General office utilities. Electric service is provided for the shelter. The agency electric service monthly charge is allocated by square footage. The office square footage is 20.63%. The estimated total annual budget for electric service is \$22,930.00. This estimate is based on the total utility expenses for the</p>	\$7,337.60	\$1,834.40	\$0.00	\$9,172.00	0

		facility for the last fiscal year and allows for expected increase in utility cost. The amount requested would cover 40% of the estimated cost and would be utilized over the 12 month period.					
Supplies and Direct Operating Expenses	Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage)	Shelter van fuel cost for 12 months. Requesting 40% of total funds needed for approximately \$2,812.50 annually.	\$900.00	\$225.00	\$0.00	\$1,125.00	0
Supplies and Direct Operating Expenses	Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage)	Vehicle maintenance for 12 months with approximately \$1000.00 annually. Funds requested would cover 40%.	\$320.00	\$80.00	\$0.00	\$400.00	0

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel	\$149,641.90	\$37,410.48	\$0.00	\$187,052.38
Contractual and Professional Services	\$27,451.20	\$6,862.80	\$0.00	\$34,314.00
Travel and Training	\$10,538.56	\$2,634.63	\$0.00	\$13,173.19
Supplies and Direct Operating Expenses	\$44,207.43	\$11,051.86	\$0.00	\$55,259.29

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	TOTAL
\$231,839.09	\$57,959.77	\$0.00	\$289,798.86

## **CJAC's PRESENTATION GUIDELINE:**

Applicant Organization: Safe Place Inc

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Project Title: Victim Assistance Plan

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Grant Funds Requested: \$231,839.09

***This form must be completed for each project submitted to the Criminal Justice Division under the regional Criminal Justice Programs. This form should be filled out and returned to PRPC's Criminal Justice Coordinator. This information is expected to be covered in your grant presentation to the CJAC.***

### **1. Why is this particular project needed; what problem(s) are you trying to resolve?**

Safe Place, Inc. is the only agency that serves domestic violence in its surrounding four counties covering 4,790 sq. miles and a diverse population exceeding 37,000. Safe Place, Inc is working diligently to remove the blanket of silence and bring awareness to domestic violence and sexual assault while serving victims, providing 24/7 Hotline services and emergency shelter as well as many other resources. Safe Place, Inc. is working to repair, restructure, and rebuild past failure and wrongdoings. The decision of and Executive employee had crippling effects on the agency. Safe Place Inc has a strong desire to be fully transparent, trustworthy, and truthfully while dealing with allegation of fraud and being placed on vendor hold. Safe Place, Inc. direly needs grantor funds in order to provide victim services in an area where they are the sole agency in four surrounding counties. The agencies resilience to quit after being placed on vendor hold by multiple grantors shows that Safe Place, Inc. greatest desire is not to let a few bad apples spoil the bunch, but rather turn the obstacles of the past, into the opportunities of the future.. Safe Place Inc believes that working with reputable agencies such as TCFV, TAASA, better training, stronger accountability, community awareness, volunteer support, and grantor funding will allow the agency to thrive in the projective future. Refer to Problem Statement Narrative.

### **2. Describe which, if any, of the Regional Program Priorities this project will support.**

Safe Place Inc is positioning the agency to assist with meeting the needs of all the Regions Program Priorities. We are and agency that provides 24/7 services to victims of domestic violence and sexual assault. Safe Place, Inc is also developing strategic plans to continue and expound on opportunities to offer public education in a variety of different ways such as working with law enforcement agencies, school districts, and community outreach teams to provide education on domestic violence, sexual assault, parenting, family planning, good touch bad tough, cultural awareness, gender equality in diverse cultures and much more. Safe Place Inc also partners with licensed counselors and mental health professionals to meet the growing need of mental health awareness. Safe Place Inc in current physical year operations has observed a growing need for healthy working relationship with mental health professionals as it seems there is a growing number of victims dealing with mental health whether directly/indirectly caused by their victimization. Safe Place, Inc. realizes the study of victimology is crucial to the agencies operations not only to serve the victims of today but be prepared for the future combat against domestic violence and sexual assault. Safe Place, Inc was to ensure that with changing times its vital that the agency constantly study evidence based research, and up to date on training offered by leading professional to ensure that victims of domestic

violence and sexual assault are served with compassion and professionalism, by highly trained well skilled employees and volunteers.

**3. Who will be responsible for implementing this project and how would that be done?**

Safe Place, Inc. Board of Directors have brought a new supporting, accountable, and motivating presence to the agency. Safe Place, Inc. has a new Executive Director with the willingness to learn while maintaining high standards of leadership, character, integrity, honesty and professionalism, but displaying empathy, compassion, and motivation to help all victims of domestic or sexual assault. Employing quality trained employees with dynamic skillsets and diversity is a priority. Safe Place, Inc management will maintain accountability and healthy work practices so that the agency can serve victims to greater capacities. Safe Place, Inc believes that we are just a branch of the service battling against domestic violence and sexual assault and desire to have strong relationship with law enforcement, community, volunteers and other resources to ensure that project measure, goals and services are not just met with mediocracy, but exceeded with excellence.

**4. What factors will be used to gauge the value of this project to your community – how will you measure success?**

Safe Place Inc will gauge success though using client surveys, carefully documenting and reviewing data logged in RClient software. Safe Place Inc will also be working with schools, community resources, and law enforcement to hold quarterly meeting discussing awareness, domestic violence and sexual assault issues, problems in current strategies and future development. Safe Place, Inc. believes that the more we can echo the agency purpose in the surrounding areas the greater the chance victims will hear and respond to an agency designed to assist victims of domestic violence and sexual assault. Asking partnering agencies such as Law Enforcement, Bridge, or Casa to complete surveys on Safe Place Inc gives opportunities for both measures of praise and correction. Ultimately, Safe Place Inc. greatest measure of success will be by meeting the current needs of domestic violence and sexual assault while reducing future opportunities of victimization through community education, awareness, and resources. Safe Place, Inc. wants to work hand in hand with law enforcement and district attorney to see more arrest and convictions for offenders who commit acts of domestic and sexual assault.

**5. How will this project continue to be supported in the future?**

The changes Safe Place, Inc. has already implemented has drawn community support as well as law enforcement support. Safe Place, Inc brings much needed resources to law enforcement agencies seeking to find assistance for victims of domestic violence and sexual assault. With a new district attorney coming in who is taking a strong stance in the direction to increase felony convictions and stop family violence and sexual assault it paves the way for the agency to build strong partnerships and provide greater services. Safe Place, Inc is the boots on the ground, but depends on grantor funds to provide future services. Safe Place, Inc future is bright because although offering safety is our utmost priority its not the only service this agency provides. Education, awareness, training, partnership, family coaching, assisting with legal aid, licensed counseling and therapy services ensure that we are not just preparing to serve in a single capacity but rather understanding our role as the sole agency in four counties, and not desiring to settle but expand and reach weekly objectives while focusing on the main goal of reducing/ ending domestic violence and sexual assault in years to come.

**Agency Name: Arrow Child & Family Ministries**  
**Project Title: Foster Care and Community Therapeutic Services**  
**Request: \$343,313.00**

**Project Abstract :**

Arrow's FACT project aims to work aggressively to address the child victim crisis in the Texas Panhandle. Data from the Texas Department of Family and Protective Services (DFPS) suggests this region is seeing higher than average child abuse rates than in the state. The challenge of serving child victims with moderate to intense needs is even greater. According to the January 2019, Texas Foster Care Needs Assessment, the Region One demand for children with moderate to intense needs was 331 with the availability of residential treatment centers to support this need at only 180. This leaves a gap in service of 151. Arrow, in alignment with the Texas Resilience and Recovery Initiative, determines that by promoting mental health and early intervention, and by providing quality services, Arrow will support the children and youth we serve to best achieve mental health. According to Texas Health and Human Services process improvement site, Texas Resilience and Recovery is a person-centered approach that moves away from the disease-focused model of the past. The long-term consequences of victimization affects the health and well-being of children and future generations. To mitigate the challenges discussed in the problem statement, Arrow aims to provide Foster Care and Community Therapeutic Services (FACTS) to child victims and families. The overarching goal of the project is to provide therapeutic, evidenced based practices and trauma-informed care that decreases negative behaviors. This will ultimately reduce victims symptoms and reduce level of care need for admission to a more restrictive environment.

**Problem Statement :**

Arrow's FACT project aims to work aggressively to address the child victim crisis in the Texas Panhandle. Data from the Texas Department of Family and Protective Services (DFPS) suggests this region is seeing higher than average child abuse rates than in the state. In 2016, the state average was at 9 per one thousand confirmed victims as compared to over 12.5 per one thousand in region one. In 2019, the Department of Family and Protective Services Online Data Book reported 3,095 confirmed cases. This is a 10% increase from 2017. The challenge of serving child victims with moderate to intense needs is even greater. According to the DFPS Regional Statistic from November 2019, there were 113 Region One child victims placed in Residential Treatment, with 1,758 child victims across the state of Texas. According to the January 2019, Texas Foster Care Needs Assessment, the Region One demand for children with moderate to intense needs was 331 with the availability of only residential treatment centers to support this need at only 180. This leaves a gap in service of 151. With the utilization of Behavioral Support Services The long-term consequences of victimization effects the health and well-being of children and future generations. Victims that are placed in Arrow's theraputic foster homes are in child protective service custody and have nowhere else to live. These victims exhibit high risk behaviors that foster parents and family members cannot appropriately attend to or supervise. According to DFPS' 2019 Alleged and Confirmed Types of Abuse, the severity of the victimization of children in the Texas Panhandle ranges from 2,760 confirmed cases of abandonment/neglect, 473 of physical abuse, and 302 of sexual exploitation. These victims require frequent and intense therapeutic interventions. Unfortunately, those needing these types of services have appointments bi-monthly or less, which often does not meet their mental health needs. With early identification of behavioral and/or emotional treatment needs, intensive family services, and targeted services, the increased complexity of untreated mental health issues can be addressed resulting in the liklihood of decreased utilization of hospitalizations, emergency rooms, jails and even prisons.

**Supporting Data :**

The data referenced in the problem statement above supports the need for foster care and therapeutic services for the Texas Panhandle region. The data was extracted from the materials sited below. • 2019 Texas Foster Care Needs Assessment for Region 1 (Texas Panhandle) • DFPS Regional Statistics from Novemer 2019 for

### **Project Approach & Activities:**

To mitigate the challenges discussed in the problem statement, Arrow aims to provide Foster Care and Community Therapeutic Services (FACTS) to child victims and families. Many of these victims have extreme behavioral difficulties and mental health diagnoses such as Bipolar Disorder, Major Depression, and Post Traumatic Stress Disorder. Due to some victim histories, some require restrictive environments or complex therapeutic interventions. The overarching goal of the project is to provide therapeutic and trauma-informed care that decreases negative behaviors. This will ultimately transition to restored victims requiring less restrictive levels of care. Caregivers and counselors will be trained in trauma-informed care to aide in the healing and restoration of victims. Services will include Skill Streaming Aggression Replacement Training, Seeking Safety training and offered as part of the overall goal of utilization of coping skills and successful integration into society. These evidence-based practices will allow victims to heal and build trust in a safe, nurturing and stable environment that addresses PTSD, potential substance use, and regain safety. Through counseling sessions, victims will be able to process histories of abuse and neglect and work toward developing positive coping skills and ways of relating to breaking the cycle of abuse. Treatment will include but is not limited to; changing negative thinking patterns, learning healthy ways to cope, identifying triggers, accepting responsibility for actions, skills training, crisis intervention and developing healthy patterns of relationship building. Additional counseling services needed work toward addressing their mental health issues, which is the underlying issue driving negative behaviors and maladaptive strategies. Child victims may receive therapy at least once per week during out-of-school time hours. Therapy may be offered more frequently based on the severity of the assessed trauma. The sessions will be offered individually and as a group. Individual therapy consists of the child victim working one-on-one with a counselor. The focus of these sessions is to work in-depth with the individual person to change their negative thinking patterns and process the individual action and overcoming past abuse. Group therapy is multifaceted and addresses many areas to bring restoration such as depression, anxiety, self-harm, coping skills, anger management, and relaxation. This trauma-informed care model brings stabilization and restoration to victims and works toward building positive connections with others. Multidisciplinary meetings are held weekly, on average, in order to gain a comprehensive understanding of the needs and strengths of individual victims. This in-depth coverage allows for a more complete picture of how our victims can regain stabilization and receive support. The Clinical Director and Behavioral Support Specialists also provide direct care as well as managing teams and creating treatment plans for victims. Sensory components are woven into therapeutic activities to help regulate and address trauma.

### **Capacity & Capabilities:**

Since the 1990s, abused, abandoned and neglected children have found refuge and healing at Arrow. Arrow's mission is to help kids and strengthen families. Arrow continues to expand its services in order to meet the needs of the children and families served and is the largest direct care foster placement agency in Texas. This project will be overseen by licensed therapists. All therapists have a Masters' Degree in Counseling or related field. Program and Clinical Directors are either fully licensed by the Texas State Board or are working toward full licensure. Those working toward full licensure are under the supervision of a fully licensed professional. Behavioral Support Specialists have training in trauma-informed care and the healing process. The Trust Based Relational Intervention (TBRI) model is used throughout Arrow to bring healing to victims. Staff are trained in the principles of TBRI to utilize with victims served. • Cindy Leon, Regional Director, M. A. Licensed Professional Counselor, LPC since September 2013 with over ten years working with youth and adolescents. Leon is experienced in Trauma-Informed Care, EMDR, and Psychological First Aid. • Kellee Walker, VP of Texas Foster Care, Residential Services, and CSECT populations, M.A. LPC. Walker has over 15 years as a licensed professional counselor and twelve years working with foster services including commercially sexually exploited youth. Walker is certified as a Trust Based Relational Intervention Trainer. • Carolyn Bishop, LMSW, LCPAA, LCCA. VP Texas Foster Care. Bishop has over 20 years of working with foster care services and overseeing teams, implementing training and programs that deliver exemplary work in the aid to children in

need. • Samantha Yarbrough, Trauma Informed Specialist, B.S. Samantha has a bachelor's degree in Psychology. She has more than 8 years of experience in the juvenile justice system and 4 years of experience in the foster care social service system; is also certified in Trust-Base Relational Intervention (TBRI) specialist. • Kelly O'Neal, Intake Coordinator. O'Neal has over seven years of working with Arrow and foster children and case management studies. • Amy Anderson, Program Director. Anderson has over 20 years in the work with foster children, parents, and staff. • Trashaunda Tatum, Family Home Developer

### **Performance Management :**

Performance management is assisted at the national level by Arrow's Continuous Quality Improvement (CQI) process. The CQI process involves an ongoing cycle of goal establishment, data collection and analysis, change in practice, and evaluation of changes. CQI conducts case record reviews every six months and every quarter with peer and CQI staff. The monthly and quarterly scorecards provide key data measures and risk prevention and management. This information is shared with senior leaders at the Arrow Headquarters and with the region one leadership team for adjustment and action as needed. Victims are facilitated through assessments, monitoring progress, identification of emerging unmet needs, therapeutic (TBRI-anchored) and treatment program led by a team of clinical licensed professional counselors and direct care staff. Trained professionals use innovation, stewardship, and humility as pervasive intervention strategies of youth behaviors, including at-risk, aggressively acting out, depression, suicide ideation, and delinquency. This approach ensures investment in the victim's lives and recovery, helping each find a sense of belonging that will maximize safety, growth, and social and mental health. The treatment program uses an action-based model that measures progress in several ways that includes progressing each through a three-phase system. Each of the three phases has minimum timeframe progress to the next phase system is an option. Arrow's region one TBRI-related activities serve as a support for this approach. Each week 1 hour of TBRI training is provided for our direct care staff. In addition, on-going refresher training for all direct care staff is conducted. TBRI has been incorporated into the education of caregivers, such as using the strategies to help de-escalate serious, aggressive behaviors and form healthy attachments. As a result, children demonstrate greater trust, problem-solving, symptom management and engage in social activities with less deregulation with runaways occurring at a reduced rate. Behavioral goals are enmeshed in this approach and include: Assessments every 90 days Case record review Skill building Recovery Plan and timeline developed Data Management: Arrow Child & Family Ministries recently completed phase 4 of its organizational rollout: an all-encompassing paperless client care and management system called Archer. The manual process for reporting measures has been eliminated. Client workflow functions allow staff and supervisors to work more efficiently in real time.

### **Data Management:**

Arrow Child & Family Ministries recently completed phase 4 of its organizational rollout: an all-encompassing paperless client care and management system called Archer. The manual process for reporting measures has been eliminated. Client workflow functions allow staff and supervisors to work more efficiently in the system, able to see in real time events for clients that need action. A large library of Archer training materials has been created including instructional videos and quick reference guides to support this improvement as it is rolled out. In Archer, workflows are automated in all case management requirements – from referral to discharge – and are stored and tracked. Custom reports allow immediate report function including case management due reports, census, referrals, discharges, incidents, and other important information.

### **Target Group :**

Arrow's target group is child victims ages 3 to 17 years old who are in the foster care system throughout the 41 counties of Region One in the Texas Panhandle. Services are provided to victims from other regions as needed and requested. Last year, Arrow served a total of 108 victims, 38 males, and 70 females. Ethnicities: 34.3% were Caucasian, 14.8% were African American, 28.7% were Hispanic, 21.3% were of mixed ethnicity, 0.9% were Asian. The age ranges of victims served are as follows: 25.9% ages 0-12 years, 67.6% ages 13- 17, and 6.5% ages 18-64 years.

### **Evidence-Based Practices:**

Arrow has adopted the Trust Based Relational Intervention® (TBRI®) model as an innovative, best practice to utilize with victims. As stated on their website, it was developed by Dr. Karyn Purvis and Dr. David Cross at the Karyn Purvis Institute of Child Development, TBRI® is an emerging intervention model for a wide range of childhood behavioral problems. It has been applied successfully in a variety of contexts, and with many children for whom numerous other interventions have failed (e.g., medications, cognitive-behavioral therapies.) TBRI® is based on a solid foundation of neuropsychological theory and research, tempered by humanitarian principles. It is a family-based intervention that is designed for children who have experienced relationship-based traumas such as institutionalization, multiple foster placements, maltreatment, and/or neglect. Drs. Purvis and Cross worked to implement and evaluate TBRI®, and their strategies have proven extremely effective in creating healing environments for children who have come from “hard places.” This model has worked in the context of children’s camps, family camps, home programs, and residential treatment facilities applying these principles. Dramatic successes are evident by teaching professionals how to recognize and respond to fear states and how to proactively intervene utilizing the TBRI® Model. Further, Skill Streaming Aggression Replacement Training is a curriculum utilized for children and adolescent victims that teaches basic skills that every person must master to function successfully in life. These include social skills, relationship skills, school skills, anger control skill and more. Skills are presented in an age-appropriate format for ages 3 to 18. Seeking Safety, training that addresses both PTSD and Substance Use simultaneously to help eliminate substance use, reduce PTSD symptoms, and regain safety. This protocol is used in a group setting to facilitate participant interaction.

### **Project Activities Information**

#### **Selected Project Activities:**

<b>ACTIVITY</b>	<b>PERCENTAGE:</b>	<b>DESCRIPTION</b>
Crisis Services	40.00	Arrow has adopted a trauma model, TBRI, and has invested to hire a Behavioural Support Specialist in order to provide trauma-informed interventions on a comprehensive level and work with victims caregivers and staff to identify individual trauma triggers and responses for victims and develop therapeutic interventions to aid in the victim’s recovery. This is essential for bringing healing to traumatized victims as they learn to regulate their brains and bodies in healthy manners and receive support and new therapeutic approaches to intervention. The Behavioural Support Specialist additionally oversees the development and implementation of an advocate staff system, so each victim has an identified staff member who can provide skills, support, and encouragement. The Behavioural Support Specialist participates in treatment plan meetings and collaboration in order to bring continual education on therapeutic, trauma-based, interventions.
Professional Therapy and Counseling	60.00	Children who have experienced trauma, rely heavily on survival skills to get their needs met. These survival skills can result in emotional and behavioral outbursts that cause disruptions in their homes, school, and community. Our primary objective is to come alongside caregivers and children to help fill their toolbox with new, highly adaptive coping skills. We refer to these as “cognitive” coping skills. Children often behave the way they do because they don’t know how to respond to trauma any other way. Our Behavioral Support Specialists’ efforts are to help children both learn and follow new, specific, cognitive steps that allow them to get their needs met without resorting to the use of familiar maladaptive emotionally driven coping skills. Documentation is an essential aspect of continuing care in order to appropriately depict the victim’s progression to provide a suitable service level of care. Victims Arrow serves have extensive trauma histories that require

		trained therapists to be available to assist victims in the restoration process. Due to the high-risk behaviors victims exhibit maladaptive behaviors and the difficult trauma work that is required, it is imperative. Arrow hires qualified applicants to work in with intense and often complex environments.
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## Measures Information

### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of counseling hours provided to survivors.	100
Number of survivors receiving counseling / therapy.	50
Number of survivors receiving crisis counseling.	50
Number of victims / survivors seeking services who were served.	50
Number of victims seeking services who were not served.	0

## Victim Services Information

### Agency Type

Implementing Agency Type - Nonprofit

Which designation best describes your agency

- Organization provides domestic violence and family violence and sexual assault services

Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

### Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only	Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	30	\$102,993.90
Child Sexual Abuse	40	\$137,325.20
Domestic and Family Violence	10	\$34,331.30
Child Sexual Assault	15	\$51,496.95
Adult Sexual Assault	0	\$0.00
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00

Assault	0	\$0.00	
Adults Molested As Children	0	\$0.00	
Elder Abuse	0	\$0.00	
Robbery	0	\$0.00	
Survivors of Homicide	0	\$0.00	
Adult Human Trafficking	0	\$0.00	
Child Human Trafficking	5	\$17,165.65	
Other Violent Crimes	0	\$0.00	
Description:			
Other Non-Violent Crimes	0	\$0.00	
Description:			
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget	\$343,313.00

**Use of Funds**

Does this project provide DIRECT SERVICES to victims:

- Yes
- No

**Information and Referral**

- 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.)

**Personal Advocacy/Accompaniment**

**Emotional Support or Safety Services**

- Crisis Intervention (in-person, includes safety planning, etc.)
- On-scene crisis response (e.g., community crisis response)
- Individual counseling
- Support groups (facilitated or peer)
- Other therapy (traditional, cultural, or alternative healing
- art, writing, or play therapy
- etc.)

**Shelter/Housing Services**

**Criminal/Civil Justice System Assistance**

**Assistance in Filing Compensation Claims**

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits.

Please explain why your agency is not assisting victims with crime victim compensation benefits:

## Types of Victimitizations

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that is not associated with any of the types provided in the list. Check all that apply:

Types of Victimitizations

- Bullying (verbal, cyber, or physical)
- Child physical abuse or neglect
- Child pornography
- Child physical abuse or neglect
- Domestic and/or family violence
- Human trafficking: sex
- Teen dating victimization

## Budget and Staffing

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$343,313.00

Other State Funds:  
\$0.00

Other Local Funds:  
\$0.00

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:  
\$0.00

Total Victimitization Program Budget:  
\$343,313.00

Total number of paid staff for all grantee victimization program and/or services:  
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
7

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs

and/or services:

Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:

14560

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:

COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:

50

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:

Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:

200

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

Volunteers will work to provide mentoring and activities for child victims. These activities may include but are not limited to, cooking, art, music, sewing, life skills, movement, mentoring, etc.

### Budget Details Information

#### Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	TOTAL	UNIT/%
Personnel	Coordinator	Intake Coordinator. Kelly O'Neal. Screening/admissions to serve community-based clients and foster children. Consults with grant clinical panel as to customized placement options and coordination of services. Works to secure Medicaid and other funding. Coordinates with accounting/program to coordinate funding. Assists victims with access	\$45,000.00	\$0.00	\$0.00	\$45,000.00	100

		to crime victim compensation. Total salary and fringe benefits \$45000					
Personnel	Coordinator	Recruitment Coordinator. Sydia Aguilar. The Recruitment and Retention Coordinator is responsible for representing Arrow in the community by participating in events, community activities and other opportunities that will advance the ability to recruit and license homes for victims of abuse, abandonment, and or neglect. Salary and fringe benefits \$32000	\$0.00	\$32,000.00	\$0.00	\$32,000.00	100
Personnel	Counselor and/or Therapist (licensed)	Regional Director, Behavioral Health Services. Cindy Leon. Provides statewide clinical oversight for all therapeutic services and is involved in therapy, treatment planning, instruction, and aiding children and families in skills building, crisis management, and direct therapeutic intervention as needed. Total salary and fringe benefits: \$83750	\$83,750.00	\$0.00	\$0.00	\$83,750.00	100
Personnel	Education, Financial, and/or	Behavioral Support Specialist. Samantha Yarbrough. Provide ongoing behavioral	\$56,250.00	\$0.00	\$0.00	\$56,250.00	100

	Program Specialist	support to children and families including TBRI modeling, crisis care and management, and skills training. Total salary and fringe benefits \$56250					
Personnel	Education, Financial, and/or Program Specialist	Behavioral Support Specialist. New Hire. Provide ongoing behavioral support to children and families including TBRI modeling, crisis care and management, and skills training. Total salary and fringe benefits \$43750	\$43,750.00	\$0.00	\$0.00	\$43,750.00	100
Personnel	Education, Financial, and/or Program Specialist	Family Home Developer. Trashaunda Tatum. Supports and works with recruited treatment foster families through licensing process in Lubbock/Amarillo region. TBRI educated. Liaison to resources and education. Responsible for treatment foster parent orientation and pre-service training, home study coordination, foster home recertification, assists with appropriate matching of prospective foster parents, conduct home inspections, assist foster homes with licensure	\$46,250.00	\$0.00	\$0.00	\$46,250.00	100

		requirements to build capacity for treatment foster care placements. Total salary and fringe benefits \$46250					
Personnel	Education, Financial, and/or Program Specialist	VP Texas Foster Care. Carolyn Hartsell Bishop. Provides leadership oversight for all services in North Texas and is involved in program development, case management, therapy, treatment planning, instruction, and aiding children and families in skills building, crisis management, and direct services as needed. Total salary and fringe benefits \$140000	\$0.00	\$70,000.00	\$0.00	\$70,000.00	50
Personnel	Director	Program Director-Amarillo. Amy Anderson. Manages a team of case management and therapeutic service providers and oversee operations and service delivery of the treatment foster care foster care program. Coordinates all in-service training, ensures direct care providers and treatment foster care families are properly trained. Serves as primary Child Placing Management staff for the	\$33,125.00	\$0.00	\$0.00	\$33,125.00	50

		Lubbock/Amarillo area. Coordinates subsequent moves and authorizes final placement of children in care. Provides crisis support for families and children in care. Total salary and fringe benefits \$66250					
Supplies and Direct Operating Expenses	Costs for Space (lease or rental)	Office space for services to Amarillo/Lubbock victims of abuse, abandonment, neglect. Rent \$1500 per month x 12 = \$18,000.	\$0.00	\$18,000.00	\$0.00	\$18,000.00	0
Indirect Costs	Indirect Costs - De Minimus Rate	Indirect costs calculated at de minimus rate of 10% = MTDC \$351,875 X 10% = \$35,188 Total Amount Allocated	\$35,188.00	\$0.00	\$0.00	\$35,188.00	0

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel	\$308,125.00	\$102,000.00	\$0.00	\$410,125.00
Supplies and Direct Operating Expenses	\$0.00	\$18,000.00	\$0.00	\$18,000.00
Indirect Costs	\$35,188.00	\$0.00	\$0.00	\$35,188.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	TOTAL
\$343,313.00	\$120,000.00	\$0.00	\$463,313.00

**Agency Name: Deaf Smith County Crisis Center**

**Project Title: Victim Advocates Program**

**Request: \$251,366.59**

**Project Abstract :**

We serve victims of domestic violence and sexual assault and their families. We offer crisis intervention in four rural counties: Deaf Smith, Castro, Parmer and Oldham. Our program offers a 24-Hour Hotline, peer counseling, advocacy, safety plan, support group, professional counseling referral, crime victim's compensation referral, relocation of victims, temporary/emergency shelter, shelter referral, emergency transportation to shelters, emergency protective orders and assistance with long term protective orders, legal referral, court accompaniment, Bridge, SANE accompaniment and clothes closet. Our agency is the only option for victims, to find support and referrals they need to leave a violent relationship and establish independence. Cultural sensitivity and Spanish speaking advocates are necessary for a successful outcome for the victims.

**Problem Statement :**

The nearest domestic violence and sexual assault shelters are approximately an hour or more from our service areas. The care for victims of domestic violence and sexual assault from all four counties is the responsibility of the Deaf Smith County Crisis Center. This responsibility is something that staff and volunteers are aware of with intense belief that we and the victims can make an important change in the whole of the community. Our mission is to empower victims/survivors and to improve their quality of life through crisis intervention, support, counseling, advocacy and education.

**Supporting Data :**

The population of the four counties is approximately 38,389 and we served 271 families, out of those 148 are new families and 123 are existing families based on reporting of 2019. We continue to provide services to all victims who seek our services either through responding to law enforcement calls or walk-ins and referrals. We have not excluded any victim who needed our assistance. We provide case management for victims which includes crisis intervention, safety planning, peer counseling, legal advocacy, law enforcement, medical and court accompaniment, protective orders, referral to resources, and assistance with Crime Victim Compensation. All advocates and volunteers provide services to victims and answer the 24/7 Hotline calls. The reporting comes from our Virtual Case Management Program where our data is entered and stored.

**Project Approach & Activities:**

Deaf Smith County Crisis Center is a friendly, culturally sensitive and non-judgmental safe environment. During crisis intervention, we gather victim's information and allow them to speak openly and give our undivided attention. All employees/volunteers are trained and are respectful during interactions with victims. We explain victim's rights and give the victim the opportunity to ask questions. We provide Spanish speaking advocates to assist those who cannot communicate in English as well as printed material in Spanish. We emphasize the level of danger and the need for safety to work with the victim and develop a safety plan that is individualized. We use peer counselling to assist the client in setting a goal and we also host a peer support group once a month. We provide childcare and offer a meal for the victims that attend the support group. For clients who are in need of counseling we have a license counselor who visits our office once a week, if this does not meet their needs, we refer to other license counselors in our area. The goal is always immediate safety for victims and their families.

**Capacity & Capabilities:**

In 1984, a local task force formed The Rape Crisis Center in Hereford. The rape crisis center merged with Family Support Services (Amarillo, Texas) in 1993 creating the Hereford Outreach rape crisis/domestic violence center. In September 1995 the Hereford regional medical center opened a crisis center under the name of Women and Children's Crisis Center. On September 1, 2004, the Women's Children's Center became a

standalone agency and changed the name to Deaf Smith County Crisis Center. On October 6, 2007 the City of Hereford donated a building at 218 West 3rd. The Crisis Center moved into their new offices on February 14, 2009 and have been conducting business at this location until present day. The mission of Deaf Smith County Crisis Center is to provide services to victims of domestic violence and sexual assault who seek help in all four counties that we serve (Deaf Smith, Castro, Parmer and Oldham). Deaf Smith County Crisis Center is a Non-Profit 501c (3) with a dedicated Board of Directors and employees who work together to provide services to our victims and their families to ensure safety. The staff is small but offer more than 20 years of experience between them working with victims of domestic violence and sexual assault. We are hoping to employ a 4th full time employee to our staff to better serve our service area. In our approach to assist our clients, The Bridge Children's Advocacy Center has an office in our facilities to conduct forensic interviews. We also provide office space to a license counselor to counsel victims of domestic violence and sexual assault. We collaborate with ICCR (Institute for Coordinated Community Response) and have formed a cohort against domestic violence. ICCR will provide training for our employees, law enforcement in our service areas. We are also members of TCFV (Texas Council on Family Violence) and TAASA (Texas Association Against Sexual Assault). Our staff is dedicated, loyal and dependable and share a passion for advocating for victims of domestic violence and sexual assault. This project will be carried out with a team work approach by the staff and board of directors who will continue to work with local agencies in all four counties.

### **Performance Management :**

We staff each morning and discuss clients to ensure we have visited every possible avenue in order to assist and offer every option available towards individualized client goals and safety of victims and their families. Our goal is to achieve a higher number of successful clients. That includes that he or she is now living safely and independently (job, house, and paying bills) or the client is in counseling dealing with the trauma of domestic abuse or sexual assault. We track our clients through Virtual Case Manager and we measure our success through follow-up and client surveys. Each client is given a survey to fill out. We consider the outcome of the survey to modify our best practices for each client. If our client's needs are not met, we follow-up with the client and refer them to other agencies or professionals to better serve their needs.

### **Data Management:**

Deaf Smith County Crisis Center uses the VIRTUAL CASE MANAGEMENT Program to track the numbers and services offered to the victims. The Case Manager will enter the data and Program Coordinator will print reports once a month. In our staff meeting at the end of the month, we will review the data. Each month we will compare the data at the Objective, Target and Outcome Measures. This information will be reviewed to determine the reasons for reaching the Outcome Measures or not so Staff can address how to better serve the survivor for a successful Outcome. The Case Manager will then document in the Treatment Plan any changes needed to accomplish this for the survivor or document the successful aspect of each Goal. This will be shared with the survivor to not only encourage her/him in reaching her/his Goals but to also address areas to approach differently. This gathered information on all Objectives can impact not only the Staff's performance but the Community Members in presentations and education about our Program success. This will impact our requesting support from the Community and reaching our long term Goal of sustainability. The method used was added to our Policies and Procedures Manual for implementing accountability in serving our clients. All client files are kept in locked file cabinets in a locked room at all times. Each employee has a master key to the door and the keys to the file cabinets are hidden in that room. Only employees know where.

### **Target Group :**

The population of our 4-county area (Castro, Parmer, Oldham and Deaf Smith) is 38,398. We also have a large undocumented population that is not included in the census numbers. Based on our statistical information, 20% of our victims are in between the ages of 0-17 years, 59% are in between the ages of 18-40 years. 20% are in between the ages of 41-74 years and 1% are between 75 years and older. The target group for Deaf Smith county crisis center are victims of domestic violence and sexual assault in all 4 counties that we serve. Of the victims that we serve, 85% are of Hispanic origin, 14% Caucasian and 1% African American. Based on this, 90% of families live under the poverty level economically. Therefore, our victims need go beyond our

emotional support and safety measures. We do not discriminate against any victim for any reason.

**Evidence-Based Practices:**

As the Deaf Smith County Crisis Center, we staff each client individually to better understand their immediate needs and personal safety. We develop a safety plan for the victim and their families, offering all resources available. Including but not limited to emergency food, shelter and transportation. Once we have established safety of all victims, we assess their safety plan for short-term and long-term goals, offering emotional support throughout the entire process. The services we offer are: a 24-Hour Hotline, peer counseling, advocacy, safety plan, support group, professional counseling referral, crime victim’s compensation referral, relocation of victims, temporary/emergency shelter, shelter referral, emergency transportation to shelters, emergency protective orders and affidavit for long term protective orders, legal referral, court accompaniment, Bridge, SANE accompaniment and clothes closet. With over 20 years of experience and extensive training of our staff, we utilize this process to empower and encourage our victims to be independent, productive citizens. This practice has proven many success stories.

**Project Activities Information**

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crisis Services	96.00	24-Hour Hotline, peer counseling, advocacy, safety plan, professional counseling, referral, crime victim’s compensation referral, relocation of victims, temporary/emergency shelter, shelter referral, emergency transportation to shelters, emergency protective orders, legal referral, Bridge, SANE accompaniment and clothes closet.
Multi-Disciplinary Teams and Case Coordination	1.00	Case reviews with Bridge, law enforcement, District Attorney's office, CPS and victim's advocate
Peer Support Groups	1.00	Support groups for victims supported by victim advocates.
Protective Order Assistance	2.00	Assistance with affidavits for protective orders, accompaniment to court hearings and appointments with District Attorney.

**Measures Information**

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of cases reviewed by the multi-disciplinary team.	27
Number of final protective orders granted / obtained.	31
Number of final protective orders requested.	35
Number of meetings held by multi-disciplinary teams.	18
Number of support group sessions held.	18
Number of survivors participating in support groups.	60
Number of survivors receiving crisis counseling.	300
Number of temporary protective orders granted / obtained.	21
Number of temporary protective orders requested.	25

Number of victims / survivors seeking services who were served.	300
Number of victims seeking services who were not served.	0

#### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>TARGET LEVEL</b>
Number of cases resulting in charges filed.	50
Number of convictions.	25

### **Victim Services Information**

#### **Agency Type**

Implementing Agency Type - Nonprofit

Which designation best describes your agency

- Organization provides domestic violence and family violence and sexual assault services

Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

#### **Type of Crime Funding Distribution**

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

<b>Type of Crime</b>	<b>Percent of Funds Dedicated to Crime Enter whole percentages only</b>	<b>Funds Dedicated to Crime Current Award x Percent Entered</b>
Child Physical Abuse	5	\$12,586.71
Child Sexual Abuse	12	\$30,208.11
Domestic and Family Violence	52	\$130,901.82
Child Sexual Assault	8	\$20,138.74
Adult Sexual Assault	15	\$37,760.14
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00
Assault	0	\$0.00
Adults Molested As Children	5	\$12,586.71
Elder Abuse	2	\$5,034.69
Robbery	0	\$0.00
Survivors of Homicide	1	\$2,517.34
Adult Human Trafficking	0	\$0.00

Child Human Trafficking	0	\$0.00	
Other Violent Crimes	0	\$0.00	
Description:			
Other Non-Violent Crimes	0	\$0.00	
Description:			
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget	\$251,734.27

## Use of Funds

Does this project provide DIRECT SERVICES to victims:

Yes

No

### Information and Referral

- 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.)

### Personal Advocacy/Accompaniment

- Transportation assistance (includes coordination of services)
- Interpreter services
- Victim advocacy/accompaniment to emergency medical care
- Victim advocacy/accompaniment to medical forensic exam
- Law enforcement interview advocacy/accompaniment

### Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)
- Hotline/crisis line counseling
- Individual counseling
- 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.)

### Shelter/Housing Services

- Emergency shelter or safe house

### Criminal/Civil Justice System Assistance

- Notification of criminal justice events (case status, arrest, court proceedings, case disposition, release, etc.)
- Victim impact statement assistance
- Civil legal assistance in obtaining protection or restraining order
- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and victim/witness)

- Law enforcement interview advocacy/accompaniment

#### Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim compensation benefits:

### Types of Victimizations

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that is Not associated with any of the types provided in the list. Check all that apply:

#### Types of Victimizations

- Adult physical assault (includes aggravated and simple assault)
- Adult sexual assault
- Adults sexually abused/assaulted as children
- Bullying (verbal, cyber, or physical)
- Child physical abuse or neglect
- Child physical abuse or neglect
- Domestic and/or family violence
- Elder abuse or neglect
- Human trafficking: labor
- Human trafficking: sex
- Stalking/harassment
- Survivors of homicide victims
- Teen dating victimization

### Budget and Staffing

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$251,734.27

Other State Funds:  
\$0.00

Other Local Funds:  
\$12,500.00

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:

\$0.00

Total Victimization Program Budget:  
\$264,234.27

Total number of paid staff for all grantee victimization program and/or services:  
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
4

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs and/or services:  
Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:  
8320

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:  
COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:  
3

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:  
Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:  
4167

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

Our organization uses volunteers for on call hotline calls providing direct services during crisis intervention.

### **Budget Details Information**

#### **Budget Information by Budget Line Item:**

<b>CATEGORY</b>	<b>SUB CATEGORY</b>	<b>DESCRIPTION</b>	<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>TOTAL</b>	<b>UNIT/%</b>
Personnel	Advocate	Advocacy, mental health, and treatment *Advocate: Provide crisis intervention, safety planning, shelter and transportation, referrals to	\$35,000.00	\$0.00	\$0.00	\$35,000.00	100

		resources, court accompaniment and follow up as needed. Assistance in other areas as directed. Under supervision of Executive Director/Case Manager. Salary \$35,000.00 per year at 100% allocated to VOCA. Overtime exempt - Employee not yet hired.					
Personnel	Case Manager	Advocacy - Case Manager: Coordinates cases and communicates with volunteers to receive Intakes from the previous night. Follows up on all Victims who saw a Volunteer after business hours and makes appointments for the Victim to come into the Crisis Center. Assists in finding shelter for Victims after business hours. Coordinates all school and community presentations. Attends community events and school Board Meetings. Attend pertinent Trainings and	\$39,000.00	\$0.00	\$0.00	\$39,000.00	100

		Webinars. Travel to each county once a month to manage Victims Services and Protective Orders and agency referrals. Salary \$39,000.00 per year, overtime exempt. MG					
Personnel	Coordinator	Advocacy, Mental Health and Treatment * Coordinator: Provides direct services and crisis intervention to victims of domestic violence and sexual assault. Makes decisions with the Executive Director in safety planning, shelter and transportation referrals, protective orders, advocating for victim with law enforcement. Bilingual sexual assault expert with 20 plus years of experience which will be used to coordinate all sexual assault cases. Participate in CAC forensic interviews and SANE Exams. Salary of \$45,000.00 per	\$45,000.00	\$0.00	\$0.00	\$45,000.00	100

		year. Overtime exempt - EMG					
Personnel	Executive Director	Executive Program Management - Executive Director: Direct Victim Services: Sees clients for Intakes, safety planning, case management, accompaniment to court and SANE exams. Oversees all employees, Program Procedures, Volunteer Activity, Survivor Advocacy. Oversees Protective Order Applications including MOEPs, Intake Information in Staffing and is the liaison with District Attorneys, Law Enforcement Agencies, and Community Clubs in all four counties. ED makes final decisions when Survivors need Emergency Shelter and requests Civil Standbys. Oversees daily bill paying and any financial help for Client Services,	\$43,225.00	\$0.00	\$0.00	\$43,225.00	95

		Coordinates Court Accompaniment and Hiring and Firing of Staff. Salary for one year: \$45,500.00 with 95% allocated to VOCA. -AG					
Personnel	Intern, Mentor, Service Provider, Student Worker, and/or Support Staff	Volunteers * Intern, Mentor, Service Provider, Student Worker, and/or Support Staff: Trained Volunteer to take on-call from 5pm to 9am weekdays and 5pm Friday to 9am Monday on weekends: 1399 hours for one year, \$15.00 per hour= \$20,985.00 Duties are Direct Services to Victims of Domestic Violence and Sexual Assault when answering and responding to Hotline Calls. - JR	\$0.00	\$0.00	\$20,985.00	\$20,985.00	100
Personnel	Intern, Mentor, Service Provider, Student Worker, and/or Support Staff	Volunteers * Intern, Mentor, Service Provider, Student Worker, and/or Support Staff: Trained Volunteer to take on-call from 5pm to 9am weekdays and 5pm Friday to 9am Monday on weekends: 1399 hours for one year, \$15.00	\$0.00	\$0.00	\$20,985.00	\$20,985.00	100

		per hour= \$20,985.00 Duties are Direct Services to Victims of Domestic Violence and Sexual Assault when answering and responding to Hotline Calls. - KH					
Personnel	Intern, Mentor, Service Provider, Student Worker, and/or Support Staff	Volunteers * Intern, Mentor, Service Provider, Student Worker, and/or Support Staff: Trained Volunteer to take on-call from 5pm to 9am weekdays and 5pm Friday to 9am Monday on weekends: 1399 hours for one year, \$15.00 per hour= \$20,985.00 Duties are Direct Services to Victims of Domestic Violence and Sexual Assault when answering and responding to Hotline Calls. - SW	\$0.00	\$0.00	\$20,985.00	\$20,985.00	100
Contractual and Professional Services	Printing Services	Printing fees for copies for estimated total of \$508.56 plus \$2000.00 for printing fees for information booklets and information cards printing in both English and Spanish for a	\$2,383.13	\$0.00	\$0.00	\$2,383.13	0

		total of \$2508.56 at 95% allocated to VOCA.					
Contractual and Professional Services	Accounting, Bookkeeping, and/or Payroll Services	Barbara Franks with McGinty and Associates she is responsible for all VOCA grant related accounting activities including payroll. A yearly estimated amount of \$7,500.00. 95% VOCA= \$7,125.00.	\$7,125.00	\$0.00	\$0.00	\$7,125.00	0
Contractual and Professional Services	Security and Monitoring Services	Security services for ADT for Crisis Center office approximately \$108.00 per month at 12 months = \$1,296.00 at 95% allocated to VOCA.	\$1,231.20	\$0.00	\$0.00	\$1,231.20	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	TCFV (Texas Council of Family Violence): October 2020, Texas for one employee – based on average per diem allowed - Three days at the hotel: \$480. Four days per diem: \$244. Airfare: \$350. Airport transportation: \$80. Airport parking: \$40. Registration fee: \$275. Total: \$1469.00	\$1,469.00	\$0.00	\$0.00	\$1,469.00	0

Travel and Training	In-State Registration Fees, Training, and/or Travel	Directing the work conference: February 2021, Texas for one employee – based on average per diem allowed. Two days at the hotel: \$320. Three days per diem: \$183. Airfare: \$350. Airport transportation: \$80. Airport parking: \$30. Registration fee: \$300. Total: \$1263.00	\$1,263.00	\$0.00	\$0.00	\$1,263.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	TCFV Finance Conference: March 2021, Texas for one employee – based on average per diem allowed. Two days at the hotel: \$320. Three days per diem: \$183. Airfare: \$350. Airport transportation: \$80. Airport parking: \$30. Registration fee: \$300. Total: \$1263.00	\$1,263.00	\$0.00	\$0.00	\$1,263.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	TVSA (Texas Victim Services Association): May 4-7th 2021, South Padre Island, Texas for two employees – based on average per diem allowed. Three days, two rooms at the hotel:	\$2,476.00	\$0.00	\$0.00	\$2,476.00	0

		\$618. Four days per diem: \$488. Airfare: \$700. Airport transportation: \$80. Airport parking: \$40. Registration fee: \$550. Total: \$2476.00					
Travel and Training	In-State Registration Fees, Training, and/or Travel	TAASA (Texas Association Against Sexual Assault): May 2021, Texas for one employee – based on average per diem allowed. Four days, one room at the hotel: \$640. Five days per diem: \$305. Airfare: \$350. Airport transportation: \$40. Airport parking: \$50. Registration fee: \$300. Total: \$1685.00	\$1,685.00	\$0.00	\$0.00	\$1,685.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	TVAT (Texas Victims Assistance Training) Academy: July 2021, Texas for new employee – based on average per diem allowed. Five days, one room at the hotel: \$700. Six days per diem: \$366. Airfare: \$350. Airport transportation: \$80. Airport parking: \$60.	\$1,681.00	\$0.00	\$0.00	\$1,681.00	0

		Transportation from hotel to training: for five days \$125. Total: \$1681.00					
Travel and Training	In-State Registration Fees, Training, and/or Travel	Crimes Against Children Conference: August 2021, Dallas Texas for two employees – based on average per diem allowed. Four days, two rooms at the hotel: \$1200.00 Five days per diem: \$660. Airfare: \$700. Airport transportation: \$80. Airport parking: \$50. Registration fee: \$1200.00. Total: \$3890.00	\$3,890.00	\$0.00	\$0.00	\$3,890.00	0
Equipment	Printer, Fax, and/or Scanner Equipment and Accessories (\$5,000 or less per unit)	Printer, scanners and fax equipment rental from RICOH \$87.51 at 12 months= \$1050.12 with 95% allocated to VOCA.	\$997.61	\$0.00	\$0.00	\$997.61	1
Equipment	General Vehicle and Accessories (non law enforcement)	Vehicle for victim transportation to and from SANE exams, bus stations, shelters, emergency shelter, victim center daily transportation needs. Amount requested is based on estimated cost for	\$40,257.68	\$0.00	\$0.00	\$40,257.68	1

		a 2020 Chevrolet Traverse, 4-door, 8-passenger vehicle of \$37,529.93. With taxes and fees equal to \$2,727.75 for a total of \$40,257.68.					
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	For 6 agency issued cellular devices, 1 fax, 2 landlines in office, used by grant funded staff to provide victim assistance and answering 24-hour hotline. Estimated monthly cost for land and fax line is \$390.23 (varies per month) land line and fax line our same service provided by AT&T. Agency issued cellular devices estimated monthly @ \$300.00. Total \$8282.76 annually @ 95% Voca \$7868.62	\$7,868.62	\$0.00	\$0.00	\$7,868.62	0
Supplies and Direct Operating Expenses	Desktop System and Accessories (\$5,000 or less per unit)	One desktop computer system HP All-In-One PC for client use. At \$669.99 with 95% allocated to VOCA.	\$636.49	\$0.00	\$0.00	\$636.49	0
Supplies and Direct Operating Expenses	Laptop System and Accessories (\$5,000 or less per unit)	Two Dell computer laptops, for two grant funded advocates used for assisting clients and	\$1,519.98	\$0.00	\$0.00	\$1,519.98	0

		reporting. At \$799.99 @ 2= \$1599.98 with 95% allocated to VOCA.					
Supplies and Direct Operating Expenses	Fidelity Bonding	Fidelity bond cost 437.00 for the year with 95% allocated to VOCA.	\$415.15	\$0.00	\$0.00	\$415.15	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Supplies and Direct Operating Expenses: Office supplies and cleaning supplies for office. See uploaded supplies list and cost breakdown. Estimated yearly amounts for a total of \$1994.47 with 95% allocated to VOCA.	\$1,894.74	\$0.00	\$0.00	\$1,894.74	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Client emergency assistance: payments made directly to a third party for some utilities and food purchase by agency and given to individuals on an emergency basis. Yearly total \$4250.00 with 95% allocated to VOCA.	\$4,037.50	\$0.00	\$0.00	\$4,037.50	0
Supplies and Direct Operating Expenses	Electric, Gas, and/or Water / Wastewater	Utility cost for office is based on office total of \$5065.44 with 95% allocated to VOCA.	\$4,812.17	\$0.00	\$0.00	\$4,812.17	0
Supplies and Direct	Vehicle Operating	Estimated yearly operating costs	\$703.00	\$0.00	\$0.00	\$703.00	0

Operating Expenses	Cost (e.g., fuel, lubricants, maintenance, storage)	for vehicle for transporting of victims including fuel, lubricants, tire rotations and oil changes. Amount requested \$740.00 with 95% allocated to VOCA.					
Supplies and Direct Operating Expenses	Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage)	Insurance costs for vehicle for transporting of victims yearly estimated cost \$2000.00 with 95% allocated to VOCA.	\$1,900.00	\$0.00	\$0.00	\$1,900.00	0

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel	\$162,225.00	\$0.00	\$62,955.00	\$225,180.00
Contractual and Professional Services	\$10,739.33	\$0.00	\$0.00	\$10,739.33
Travel and Training	\$13,727.00	\$0.00	\$0.00	\$13,727.00
Equipment	\$41,255.29	\$0.00	\$0.00	\$41,255.29
Supplies and Direct Operating Expenses	\$23,787.65	\$0.00	\$0.00	\$23,787.65

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	TOTAL
\$251,734.27	\$0.00	\$62,955.00	\$314,689.27

## CJAC's PRESENTATION GUIDELINE:

Applicant Organization: Deaf Smith County Crisis Center

Project Title: Advocacy 2021

Grant Funds Requested: \$251,734.27

***This form must be completed for each project submitted to the Criminal Justice Division under the regional Criminal Justice Programs. This form should be filled out and returned to PRPC's Criminal Justice Coordinator. This information is expected to be covered in your grant presentation to the CJAC.***

1. Why is this particular project needed; what problem(s) are you trying to resolve?

The nearest domestic violence and sexual assault shelters are approximately an hour or more from our service areas. The care for victims of domestic violence and sexual assault from all four counties is the responsibility of the Deaf Smith County Crisis Center. This responsibility is something that staff and volunteers are aware of with intense belief that we and the victims can make an important change in the whole of the community. Our mission is to empower victims/survivors and to improve their quality of life through crisis intervention, support, counseling, advocacy and education.

2. Describe which, if any, of the Regional Program Priorities this project will support.

Domestic Violence and Sexual Assault

3. Who will be responsible for implementing this project and how would that be done?

Deaf Smith County Crisis Center is a friendly, culturally sensitive and non-judgmental safe environment. During crisis intervention, we gather victim's information and allow them to speak openly and give our undivided attention. All employees/volunteers are trained and are respectful during interactions with victims. We explain victim's rights and give the victim the opportunity to ask questions. We provide Spanish speaking advocates to assist those who cannot communicate in English as well as printed material in Spanish. We emphasize the level of danger and the need for safety to work with the victim and develop a safety plan that is individualized. We use peer counselling to assist the client in setting a goal and we also host a peer support group once a month. We provide childcare and offer a meal for the victims that attend the support group. For clients who are in need of counseling we have a license counselor who visits our office once a week, if this does not meet their needs, we refer to other license counselors in our area. The goal is always immediate safety for victims and their families.

4. What factors will be used to gauge the value of this project to your community – how will you measure success?

We staff each morning and discuss clients to ensure we have visited every possible avenue in order to assist and offer every option available towards individualized client goals and safety of victims and their families. Our goal is to achieve a higher number of successful clients. That includes that he or she is now living safely and independently (job, house, and paying bills) or

the client is in counseling dealing with the trauma of domestic abuse or sexual assault. We track our clients through Virtual Case Manager and we measure our success through follow-up and client surveys. Each client is given a survey to fill out. We consider the outcome of the survey to modify our best practices for each client. If our client's needs are not met, we follow-up with the client and refer them to other agencies or professionals to better serve their needs.

5. How will this project continue to be supported in the future?

Other grants, fundraising and private donations.

**Agency Name: 47<sup>th</sup> District Attorney's Office**

**Project Title: Victim Assistance Program**

**Request: \$189,958.00**

**Project Abstract :**

The Amarillo Police Department reported over 10,753 crimes with victims in 2017. 2,031 of those cases were Felony Domestic Violence charges. According to the Potter County District Clerk's office the 47th District Attorney's office filed 1,640 Felony complaints in 2018 with 1,357 indicted. For 2017 there were 1,740 Felony complaints filed and 1,517 indicted. Most of these victims had no experience or knowledge of the criminal justice system or crime victim's rights. They were not prepared for what lay ahead and do not possess the coping skills or resources to deal effectively with victimization. They found themselves facing issues such as the psychological, physical injuries, financial problems, and the slow grinding wheel of the criminal justice system. We assisted 6,896 crime victims in their journey through the criminal justice system, and provided a multitude of various services for all victims. The goal is to provide an efficient, comprehensive system to meet the victim's needs from reporting through the final disposition of their case. We make immediate contact, assess their needs, and provide services or make referrals as necessary. We advise victims of their rights and provide them with information concerning their cases. We encourage and assist victims with Crime Victims' Compensation applications for eligible expenses, and submit supporting documentation to the Office of the Attorney General for processing and payments. Victims are provided with courtroom preparation and accompaniment as well as assisted with Victim Impact Statements (VIS) to be retained in the offender files. Upon case disposition, we ensure the VIS is forwarded to the Board of Pardons & Paroles or the Probation Office for future notifications. We continually serve as a liaison between the system and the victims.

**Problem Statement :**

Based on the Amarillo Police Department's Incident Based Report (October 1,2018 through February 10,2020, In 2018 - 2019 the City of Amarillo and Potter County had 22 homicides (annual average is 12 or less), 144 Adult Rape cases, 405 Sexual Assault of Children, 514 Robberies, and 2,225 Aggravated Assaults along with 2,15.40 Family Violence cases and over 13,000 other types crimes. Most of these victims had no previous experience or knowledge of the criminal justice system or Crime Victims's rights, and they needed assistance from the inception of crime through the final case dispositions with some being even longer. This project will address, to the greatest extent possible, the physical, mental, and emotional needs of those who have become victims of felonious crimes in Potter County.

**Supporting Data :**

From October 1,2018 through January 10,2020, there were over 22,000 criminal offenses including drug cases reported to the Amarillo Police Department and Potter County Sheriff's office. According to the Potter County District Clerk's office during this period, the 47th D.A.'s office filed 3,518 new felony complaints; 3,259 felony cases were indicted by 47th D.A.'s Office. The Potter County Victims Assistance Program served approximately 6,500 victims. Of the Potter County victims we served, we provided services, as follows: 225 Crisis Counseling; 1,132 Information/referrals and 2,485 Crime Victims Compensation (CVC) Assistance. The number of victims served by Type of Victimization includes: 75 Child Physical Abuse, 424 Child Sexual Abuse, 75 DWI, 2,140 Domestic Violence, 145 Adult Sexual Assaults, 128 Elder Abuse, 42 cases of Survivors of Homicide Victims, 391 Robberies, and 1,931 Assaults. Statistics provided by Amarillo Police Department, the Potter County District Attorney's Office, the Potter County Clerk's Office, and Victims' Assistance VOCA Reports. The Domestic Violence problem in Potter County does not seem to be improving.. As of 2019 there we 2,509 Felony Domestic Violence cases which is 2,140 cases per 100.00 citizens. Whereas the State average is 704 per 100,00 people.

**Project Approach & Activities:**

The Victim Assistance personnel stationed at the Amarillo Police Department are the first responders to our

victim's. They are on call 24 hours a day if requested by law enforcement. After a homicide, sexual assault or DUI vehicular incident they are available as soon as notified. They accompany the victims with law enforcements officers when more photos are needed of female injuries, assist with Crime Victim's Compensation applications within 24 hours, assist with getting domestic violence victim's and their children into the Domestic Violence Shelters, and referring counseling services. The Victim Assistance staff stationed at the District Attorney's office are also on call 24 hours if notified by law enforcement. At times going to the hospital to assist injured victim's and their families with Crime Victim's Compensation applications if victims are not from this area or cannot come to our office. The District Attorney staff receives the Magistrates' Emergency Protective Orders and contacts the victim's to explain the orders, invite them in to our office to complete CVC applications, explain how to apply for a Long Term Protective orders, refer victim's to counselors, and often just listen to victims who need to talk about their experience. Each victim of a Felony offense is mailed a Victim Letter including a Victim Impact Statement packet. We assist many with their questions about the court process. We schedule appointments with victim's and their families to come into our office to meet with the Prosecutors, and attend the meetings with them. We accompany each victim to the Plea hearing or trial, and basically travel down the road with them from the time of an incident until the case is disposed. Our Department is also responsible for writing parole Protest letters to the TDCJ Parole Board. All the while we also keep statistics of our victims for Grant reports.

### **Capacity & Capabilities:**

The Victim Assistance Department for Potter County and the Amarillo Police Department was organized in 1986. At this time, we have four Victim Assistance (VAC) personnel. Two stationed at the Amarillo Police Department and two at the 47th District Attorney's Office. One employee at the Amarillo Police Dept. has 20 years experience, and a new Victim Assistance staff member who was added in August of 2019 funded by the VCLG Grant through the Texas Attorney General's Office has 5 years experience. VAC at the D.A.'s office has 22 years experience and the fourth employee in the D.A.'s office has 12 years. Each staff member attends most available training seminars locally regarding victims of crime and are very capable of handling our job as we deal with all kinds of victims. This extensive training enables our Department to continue to serve our victim's changing needs.

### **Performance Management :**

During the next 24 months the Victim's Assistance Department will serve approximately 21,000 victims. This service includes contacting the victims within 24 hours of a violent assault, sexual assault or homicide. We will contact approximately 500 victim's of family violence to explain the Magistrate's Emergency Protective Orders within 24 hours of the Judge issuing the order. We anticipate assisting approximately 1,200 victim's with Crime Victims Compensation Applications within the next 12 months. We anticipate referring approximately 1,400 victim's to counseling for their emotional needs by 9/30/2021. Our department meets every two weeks with the Domestic Violence Task Force Coalition to discuss current cases to better serve our victim's, the Coalition will meet 52 times by 9/30/2021.

### **Data Management:**

Data retained from the Tech Share Program will calculate stats needed for quarterly reporting as well as Amarillo Police Department record keeping. In addition each advocate will keep a spreadsheet of needed information regarding their victim complaints filed and correspondence pertaining to that victim. Record information such as offense, age, race, and gender and other needed data to complete grant reports. Our department meets with law enforcement, family support service, rape crisis agencies, sexual assault exam nurses several times a year to discuss the improvements needed to better serve our victims and community.

### **Target Group :**

Currently Potter County has an estimated population of 121,802 citizens. 69% of the population is White, 37.4% is Hispanic, 12% is African American, 1.3% is American Indian, 4.8% is Asian, 2.0 % is Multi Racial, 27.6% of that population is 14 and under, 11.6% is 65 and older, 1.7% 85 and older, and 33.4% of Median age. Potter County has a continuous growth of immigrants occurring because of the availability of jobs through the

meat production industry. This presents additional challenges for law enforcement agencies regarding communication, and different cultural traditions.

**Evidence-Based Practices:**

Our reporting data from multiple sources has worked well for us in the past. We will continue to use the supporting research and data for collecting statistical information needed to show the need for our application. We are also planning to include the VSTracking Program for our staff at the Amarillo Police Department, and the 47th District Attorney's Office through this new VOCA Grant. The volume of data collected by the Amarillo Police Department, Potter County Sheriff's office, Potter County Clerk's office, and the 47th District Attorney's office will easily substantiate the need for Victim Advocates in these areas. With our new Domestic Violence Coalition Team tracking High Risk Domestic Violence offenders, and law enforcement agencies contacting the offenders we hope that our Domestic Violence crime will begin to decline. A summary of information from The Office of Crime Victims Advocacy plan states that great strides have been made to build more effective Crime Victims Services. This program is the "No Wrong Door" approach. This program results in victims having access to a diverse network of service providers working jointly tp to ensure victims receive necessary assistance and resources. Our staff is confident and prepared to respond to victims needs.

**Project Activities Information**

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Protective Order Assistance	100.00	Each morning we our Department and the Prosecutor's receive a list of Defendants for Video Arraignments for that day. Our Department at the 47th DA's office must locate, and contact the victim's to make them aware of the Magistrate's Emergency Protective Order and explain it to them. This procedure is also used after a Defendant has been arrested.

**Measures Information**

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of final protective orders granted / obtained.	0
Number of final protective orders requested.	0
Number of temporary protective orders granted / obtained.	361
Number of temporary protective orders requested.	361
Number of victims / survivors seeking services who were served.	7096

**Victim Services Information**

**Agency Type**

Implementing Agency Type - Government

Which designation best describes your agency

- Prosecutor

**Purpose of Award**

- Continue an OOG-funded victim project funded in a previous year

**Type of Crime Funding Distribution**

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only	Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	0	\$0.00
Child Sexual Abuse	0	\$0.00
Domestic and Family Violence	70	\$132,970.60
Child Sexual Assault	10	\$18,995.80
Adult Sexual Assault	0	\$0.00
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00
Assault	20	\$37,991.60
Adults Molested As Children	0	\$0.00
Elder Abuse	0	\$0.00
Robbery	0	\$0.00
Survivors of Homicide	0	\$0.00
Adult Human Trafficking	0	\$0.00
Child Human Trafficking	0	\$0.00
Other Violent Crimes	0	\$0.00
Description:		
Other Non-Violent Crimes	0	\$0.00
Description:		
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget
		\$189,958.00

**Use of Funds**

Does this project provide DIRECT SERVICES to victims:

- Yes  
 No

**Information and Referral**

- 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.)

#### Personal Advocacy/Accompaniment

- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)

#### Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)
- On-scene crisis response (e.g., community crisis response)

#### Shelter/Housing Services

- Emergency shelter or safe house
- Relocation assistance (includes assistance with obtaining housing)

#### Criminal/Civil Justice System Assistance

- Notification of criminal justice events (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)
- Civil legal assistance in obtaining protection or restraining order
- Other emergency justice-related assistance
- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and victim/witness)
- Law enforcement interview advocacy/accompaniment
- Criminal advocacy/accompaniment

#### Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim compensation benefits:

### **Types of Victimitizations**

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that is Not associated with any of the types provided in the list. Check all that apply:

#### Types of Victimitizations

- 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 physical abuse or neglect

- Domestic and/or family violence
- DUI/DWI incidents
- Elder abuse or neglect
- Human trafficking: labor
- Human trafficking: sex
- Identity theft/fraud/financial crime
- Kidnapping (noncustodial)
- Kidnapping (custodial)
- Mass violence (domestic/international)
- Other vehicular victimization (e.g., hit and run)
- Robbery
- Stalking/harassment
- Survivors of homicide victims
- Teen dating victimization
- Terrorism (domestic/international)

### **Budget and Staffing**

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$189,958.00

Other State Funds:  
\$0.00

Other Local Funds:  
\$0.00

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:  
\$0.00

Total Victimization Program Budget:  
\$189,958.00

Total number of paid staff for all grantee victimization program and/or services:  
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
3

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs

and/or services:

Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:

3

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:

COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:

0

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:

Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:

0

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

Our Office would love to be able to have volunteers. However. There is not Office Space available to accommodate any volunteers.

### Budget Details Information

#### Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	TOTAL	UNIT/%
Personnel	Coordinator	Employee Robbin Ramirez, The Victim Assistance Coordinator, is located at the 47th District Attorney's Office and performs the duties of crime victims liaison ensuring that victims or close relatives of deceased victims are afforded the rights granted by Subchapter A and B of Article 56 of the Texas Code of Criminal	\$73,173.00	\$4,245.00	\$0.00	\$77,418.00	100

		<p>Procedure; crisis intervention; volunteer recruitment, training and supervision. The VAC will accompany victims, families and friends to court proceedings as well as educating them about the criminal justice system. She or he may schedule appointments for interviews and participate in the meeting itself. The VAC will supply the victims with Victim Impact statements and help with the Crime Victims Compensation process. The total includes salary and fringe/benefits excluding travel and cell phones.</p> <p>FY21 Salary \$51,261.00;  Fringe Benefits:  Retirement (0.1576) \$8,073.73;  Insurance (\$1,175.00 a month) \$14,100.00;  Social Security/Medicare (0.0765) \$3,921.47;  Unemployment (0.0005) \$25.63;</p>					
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		Workers Comp (0.0006) \$30.76. Total fringe package \$26156.59. Salary and fringe \$77,417.59.					
Personnel	Administrative and/or Assistant Director	Employee Susy Valencia The Assistant Director is located at the Amarillo Police Department and performs the duties of crime victims liaison ensuring that victims or close relatives of deceased victims are afforded the rights granted by Subchapter A and B of Article 56 of the Texas Code of Criminal Procedure; crisis intervention; interagency networking; volunteer recruitment, training and supervision. The total includes salary and fringe/benefits excluding travel and cell phones. FY21 Salary \$51,261.00; Fringe Benefits: Retirement (0.1576) \$8,073.73; Insurance (\$1,175.00 a month) \$14,100.00; Social	\$38,709.00	\$38,709.00	\$0.00	\$77,418.00	100

		Security/Medicar e (0.0765) \$3,921.47; Unemployment (0.0005) \$25.63; Workers Comp (0.0006) \$30.76. Total fringe package \$26,156.59. Salary and fringe \$77,417.59.					
Personnel	Director	Employee Jan Kile Program Director is located at the 47th District Attorney's Office and is responsible for timely preparation and submission of required reports; overall daily activities and operations of the program including supervision and staff direction; ensure that victims' felony offenses filed with the D.A.'s office are afforded the rights granted to victims, guardians and relatives of deceased victims by Subchapter A and B of Article 56 of the Texas Code of Criminal Procedures. Daily responsibilities include contacting victims who have	\$76,203.00	\$4,427.00	\$0.00	\$80,630.00	100

		<p>been issued Emergency Protective Orders and explaining the conditions of the order. Locating victims and scheduling appointments to meet with the Prosecutors. Being present with the victim at the interview the Prosecutor. Being the primary communicator between victims from the time of the incident until a trial or plea. Educating victims and their families about the legal process, and their rights as victims. Meeting with victims or their families after a violent crime or homicide to inform them about the Crime Victim's Compensation program. Providing contacts for councilors in the area. Accompanying victims and families to trials. Sending each victim of a Felony crime a letter and Victim Impact Statement form. Being on call with the Amarillo Police</p>					
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		<p>Department, and Potter County Sherriff's office 24/7 if needed at the crime scene, hospital, or The Bridge Children's Advocacy Center. Representing the 47th District Attorney's office at community expos to help educate the community about recognizing signs of abuse at home, in relationships of friends and family members. Encouraging the students not to remain silent if they recognize the signs of abuse or family violence. Our Crime Victim's Department hosts an Angel Tree ceremony in December to honor the victims of homicides, DWI fatalities, and Law Enforcement killed in the line of duty. The total includes salary and fringe benefits excluding cell phone and travel expenses. FY21 Salary \$53,862.00; Fringe Benefits: Retirement (0.1576) \$8,488.65;</p>					
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		Insurance (\$1,175.00 a month) \$14,100.00; Social Security/Medicare (0.0765) \$4,120.44; Unemployment (0.0005) \$26.93; Workers Comp (0.0006) \$32.32. Total fringe package \$26,768.34. Salary and fringe \$80,630.34.					
Equipment	Specialized Computer Software	VStracking is a Victim Service Tracking software to support victim advocates that is easy-to-use, reliable case management, grant reporting system and VOCA compliant.	\$1,873.00	\$109.00	\$0.00	\$1,982.00	1

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel	\$188,085.00	\$47,381.00	\$0.00	\$235,466.00
Equipment	\$1,873.00	\$109.00	\$0.00	\$1,982.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	TOTAL
\$189,958.00	\$47,490.00	\$0.00	\$237,448.00

# Intermission

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**Break for  
10 minutes**

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*PANHANDLE REGIONAL CRIMINAL  
JUSTICE ADVISORY COMMITTEE*

# **ITEM 4**

## **VAWA Applications**

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**Agency Name: Randall County District Attorney's Office**  
**Project Title: Law Enforcement Training for VAWA**  
**Request: \$76,254.50**

**Project Abstract :**

The continuation of this project will allow the Randall County Criminal District Attorney's Office to continue to employ a designated felony domestic violence prosecutor. The felony domestic violence prosecutor will continue to concentrate her efforts on 1) targeted prosecution of felony domestic violence offenders, and 2) implementing our community's coordinated response to domestic violence, through the Amarillo-Potter-Randall Domestic Violence Coalition. Please note that this abstract summarizes the proposed project for a FELONY domestic violence prosecutor. Our project in the past included a designated prosecutor for the entirety of our domestic violence case load, misdemeanors and felonies. Due to the increase in domestic violence cases presented to our office, one prosecutor could not effectively prosecute all domestic violence cases from intake to disposition. Accordingly, in early 2019, the District Attorney reassigned the position funded by this project to the vertical prosecution of all FELONY domestic violence cases. As outlined below, felony cases now make up 41% of our office's domestic violence caseload. Two other prosecutors within the office were assigned the misdemeanor domestic violence caseload, in addition to their other job duties. These three prosecutors are working together to meet the goals for the 2019/2020 project year.

**Problem Statement :**

Amarillo has one of the highest rates of domestic violence in the state of Texas. 2,609 domestic violence incidents were reported in 2017. For areas outside the city limits of Amarillo, Randall County reported an additional 187 incidents of domestic violence in 2017. 2,689 domestic violence incidents were reported within the city limits of Amarillo in 2018. An additional 142 domestic violence incidents were reported for areas outside the city limits in Randall County in 2018. See 2017 and 2018 Crime in Texas, [https://www.dps.texas.gov/administration/crime\\_records/pages/crimestatistics.htm](https://www.dps.texas.gov/administration/crime_records/pages/crimestatistics.htm). Local planning resources indicate a domestic violence rate of 1,966 per 100,000 residents. This rate has remained steady since 2010. See Office of the Governor, Criminal Justice Division, Resources for Local Criminal Justice Planning (October 2017). From October 1, 2016 to September 30, 2017, 288 domestic violence cases were presented to the Randall County Criminal District Attorney's Office for prosecution. From October 1, 2017 to September 30, 2018, 479 domestic violence cases were presented to the Randall County District Attorney's Office for prosecution. From October 1, 2018 to September 30, 2019, 425 cases were presented to the Randall County District Attorney's Office for prosecution. For the 2018/2019 project year, 176 of the cases presented were felonies. In other words, 41% of all domestic violence cases presented to the Randall County District Attorney's Office during the 2018/2019 project year were serious felony offenses. "A majority of Texans (50.9% of women and 42.2% of men) reported that the level of help provided to victims by the state is not enough. ... Participants generally feel positively about law enforcement and the medical system's responses [to domestic violence]. However, there were less favorable opinions of the criminal justice system's response," Statewide Prevalence of Intimate Partner Violence in Texas, June 2011, Institute on Domestic Violence and Sexual Assault Center for Social Work Research, Noel Bridget Busch-Armendariz, PhD.,

LMSW, MPA. The prosecution of domestic violence cases poses unique challenges. Some victims with abusive partners attempt to protect themselves by turning to law enforcement for protection. These attempts are influenced by a number of factors, including fear of retaliation by the offender and prior successes in protecting themselves. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Offenders often escalate their violence when victims attempt to end the relationship or seek outside help. Victims are faced with difficult and limited choices after being victimized by intimate partners. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Not surprisingly, many victims become uncooperative with prosecution intervention. It is vital that the prosecutor cultivate a relationship with domestic violence victims. This project will allow our designated felony domestic violence prosecutor to continue to meet one on one with victims of the most serious domestic violence offenses, along with holding felony domestic violence offenders accountable. The continuation of this project would also allow the Randall County District Attorney's office designated felony domestic violence prosecutor to continue to participate as a member of the Amarillo-Potter-Randall Domestic Violence Coalition. Courts, prosecutors, law enforcement and domestic violence programs cannot keep victims safe and hold offenders accountable without significant, long term coordination. The agencies that deal with domestic violence in our community face unique challenges that other communities across the state may not face. One issue is that Amarillo is split down the middle by the county line between Potter County and Randall County. As a result, communication and community coordination must be achieved before any response to domestic violence can be expected to have a positive, long-term impact on our community. In Potter County and Randall County there are two sheriff's offices, three prosecutors' offices, many law enforcement entities, eight district courts, four county courts, legal aid, victim service agencies, and many others who are members of the Amarillo-Potter-Randall Domestic Violence Coalition.

### **Supporting Data :**

Domestic violence and domestic related offenses have become an increasing problem for our community. 2,609 domestic violence incidents were reported in 2017. For areas outside the city limits of Amarillo, Randall County reported an additional 187 incidents of domestic violence in 2017. 2,689 domestic violence incidents were reported within the city limits of Amarillo in 2018. An additional 142 domestic violence incidents were reported for areas outside the city limits in Randall County in 2018. See 2017 and 2018 Crime in Texas, [https://www.dps.texas.gov/administration/crime\\_records/pages/crimestatistics.htm](https://www.dps.texas.gov/administration/crime_records/pages/crimestatistics.htm). Local planning resources indicate a domestic violence rate of 1,966 per 100,000 residents. This rate has remained steady since 2010. See Office of the Governor, Criminal Justice Division, Resources for Local Criminal Justice Planning (October 2017). From October 1, 2016 to September 30, 2017, 288 domestic violence cases were presented to the Randall County Criminal District Attorney's Office for prosecution. From October 1, 2017 to September 30, 2018, 479 domestic violence cases were presented to the Randall County District Attorney's Office for prosecution. From October 1, 2018 to September 30, 2019, 425 cases were presented to the Randall County District Attorney's Office for prosecution. For the 2018/2019 project year, 176 of the cases presented were felonies. In other words, 41% of all domestic violence cases presented to the Randall County District Attorney's Office during the 2018/2019 project year were serious felony offenses. In comparison, Dallas County has a domestic violence rate of 706 per 100,000 residents and Lubbock County as a rate of 1171 per 100,000 residents. See

[https://www.dps.texas.gov/administration/crime\\_records/pages/crimestatistics.htm](https://www.dps.texas.gov/administration/crime_records/pages/crimestatistics.htm) and Office of the Governor, Criminal Justice Division, Family Violence Offenses and Rates compilation (2017). Many offenses involve acts of domestic violence, including sexual assault, aggravated sexual assault, class c assaults, and violation of protective orders, stalking, harassment, and others. From 2012 to 2019, there were 24 domestic violence homicides in Potter and Randall Counties.

### **Project Approach & Activities:**

In late 2015, our agency, in conjunction with local law enforcement, prosecution and victim advocacy community organizations, began discussions to address the high rates of domestic violence and domestic related offenses in our community. Since that time, criminal justice agencies and other stakeholders formed the Amarillo-Potter-Randall Domestic Violence Coalition. During the formation of the coalition, our agency applied for funding of this project in 2016. This project was initially approved for funding for the 2016/2017 project period. Our agency reapplied and this project was approved for funding for the 2017/2018 and 2019/2020 project periods. The continuation of this project will allow the Randall County Criminal District Attorney's designated felony domestic violence prosecutor to concentrate her efforts on 1) targeted prosecution of felony domestic violence offenders; and 2) implementing our community's coordinated response to domestic violence, through the Amarillo-Potter-Randall Domestic Violence Coalition. The prosecution of domestic violence cases poses unique challenges. Some victims with abusive partners attempt to protect themselves by turning to law enforcement for protection. These attempts are influenced by several factors, including fear of retaliation by the offender, and prior successes in protecting themselves. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Offenders often escalate their violence when victims attempt to end the relationship or seek outside help. Victims are faced with difficult and limited choices after being victimized by intimate partners. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Not surprisingly, many victims become uncooperative with prosecution intervention. It is vital that the prosecutor cultivate a relationship with domestic violence victims. Targeted prosecution of domestic violence offenders allows our designated prosecutor to vertically prosecute felony domestic violence cases, which ensures familiarity with the offenders, victims, applicable law, and evolving methods for responding to domestic violence. This project allows our designated felony domestic violence prosecutor to meet one on one with victims. Because the designated prosecutor for this project is thoroughly experienced and highly trained in the prosecution of domestic violence cases, she makes timely decisions regarding case acceptance. Making timely prosecution decisions and meeting with victims early in the criminal justice process in turn alleviates the barriers created by victims that become uncooperative with prosecution intervention. The Amarillo-Potter-Randall Domestic Violence Coalition continues to foster cooperation and communication between members in order to reduce and eradicate domestic violence in our community. The continuation of this project would allow the Randall County Criminal District Attorney's office designated felony domestic violence prosecutor to continue to participate as member of the Coalition and to further the goals of the team. The felony domestic violence prosecutor will continue to participate in the implementation of best practices in investigation and prosecution of domestic violence cases in our jurisdiction. In addition to the previously described programs, in the preceding project period the designated prosecutor was instrumental

in creating a Domestic Violence Early Intervention Program (“DVEIP”) for both Potter and Randall counties. This program started in October of 2018 as part of the promotion of domestic violence awareness month. The DVEIP allows low level, low-risk offenders to enter into an intensive, one year period of supervision by the probation department. The defendants selected for this program are only allowed to participate if the victim agrees. As part of the probation period, the defendants enter into a cognitive behavior therapy program designed to deal with domestic violence offenders. In addition, the victim is allowed an opportunity to be a part of a domestic violence awareness program, designed to assist them in rebuilding their relationship. This program allows low level offenders to be diverted from the traditional justice system, so that their cases do not linger awaiting disposition, but are moved forward expeditiously with the goal of reuniting families while still preventing further violence.

### **Capacity & Capabilities:**

The applicant organization is Randall County, Texas. Specifically, the Randall County Criminal District Attorney’s Office. This project will allow the designated felony domestic violence prosecutor to continue targeted prosecution of felony domestic violence cases and related offenses. The Felony Domestic Violence Prosecutor will devote 100% of her time to vertical prosecution of felony domestic violence and felony domestic violence related cases from intake to disposition of the case. The minimum qualifications for this position include a Doctor of Jurisprudence, a license to practice Law in the State of Texas, and knowledge of the Texas laws regarding domestic violence and related offenses. The current designated felony domestic violence prosecutor meets all these requirements. The designated attorney has 12 years of experience as a prosecutor and has handled Randall County domestic violence cases exclusively since October 1, 2016. Prior to her work at the Randall County Criminal District Attorney’s Office the designated attorney was a prosecutor with the New York City Law Department. In addition to her responsibilities as an Assistant Deputy Borough Chief, she served as the Family Violence Coordinator, where she was responsible for training assistants in all five counties and for setting the policies and procedures for handling domestic violence cases. The designated prosecutor has participated in the following education and training programs: 2017 Conference on Crimes Against Women, Sexual Assault Family Violence Investigator Course, Leadercast Women, Stopping Sexual & Domestic Violence – Intervention with Mark Wynn and Emerging Issues in Sexual Assault with Anne Munch. In addition, the designated prosecutor has attended webinars provided by End Violence Against Women International, including: In Their Own Words: Practical Tools, Techniques for Obtaining Post –Arrest Communication in Cases of Intimate Partner Violence and Human Trafficking, “Reading” Victims and Judging Credibility— Best Practices in Promoting Victim Centered Investigations and Prosecutions, After the Interview—Now the Work Begins Corroborating Evidence and Case Review, provided by The Center for Court Intervention, including: Court Collaboration with Civil Legal Services: Creating Holistic Response for Domestic Violence, and Courts and Abusive Partner Intervention Programs provided by the Battered Women’s Justice Project, including Debunking Domestic Violence Myths, and Domestic Violence is Complex: Cycles, Wheels, or Systems. From October 1, 2017 to September 30, 2018 the prosecutor attended the Conference on Crimes Against Women, Leadercast Women, Statewide Training on Strangulation and the Domestic Violence High Risk Team Statewide Conference by Texas Council on Family Violence. In addition, the prosecutor has attended webinars provided by End Violence Against Women International, including: Confirmation: A Dangerous Defense: Blackout in Alcohol Facilitated, Non Stranger

Sexual Assault Cases, False Reports of Sexual Assault: Moving Beyond the Issues, After the Interview – Now the Work Begins: Corroborating Evidence and Case Review, Confirmation Public Trust: Confronting Law Enforcement Sexual Misconduct in the #MeToo Era, Reading Between the Lines: Case File Review for SARTs. She attended webinars by the Battered Women's Justice Project, including: Gathering Technology Abuse Evidence in Protection Order Cases, Stalking 2.0: The Use of Technology to Stalk, Victim Safety and Offender Accountability: The Intimate Partner Violence Intervention. She also attended Enhancing Victim Safety and Offender Accountability Through Compliance Monitoring provided by the Center for Court Intervention, How Employers Can Build A Framework to Address Sexual Harassment and Violence in the Workplace provided by Futures without Violence, The Economic Cost of Intimate Partner Violence: Implications for Prevention provided by the California Coalition Against Sexual Assault, Trends in Domestic Violence provided by the Association of Prosecuting Attorneys. She was selected to present at the 2019 Conference on Crimes Against Women on a case presentation entitled Kevin and Kenny: Internet Rape. This presentation highlights the prosecutor's work on an Intimate Partner Sexual Assault case in which the defendant "catfished" the victim and then blackmailed her into a non-consensual sexual assault. From October 1, 2018 to September 30, 2019 the Prosecutor has attended the 3rd National Domestic Violence Prosecution Conference in Denver, Colorado, the Conference on Crimes Against Women, TDCAA Advanced Trial Advocacy Training- Family Violence in Waco, Texas and was asked to attend two Prosecutor's Summits for the Texas Council on Family Violence. She has also participated in webinars put on by End Violence Against Women International, including: Trauma Informed Interviewing-Turning Understanding Into Outcomes; Registering Confirmation Uncovering Sexual Assault in Domestic Violence Cases; and Reduce Attrition Rates of Sexual Assault Through Proper Charging Decisions. She also attended Effective Jury Selection; Victim Link: First Look which was presented by Victim Link. the Lies, Damn Lies and the Forgetful Witness: Confronting the Witness and Their Unfortunate Truths which was presented by the National Institute for Trial Advocacy, She was instrumental in creating a Faith Community Summit, in September 0f 2019, bringing together various domestic violence partners and leaders from churches in our area to discuss topics including: how to recognize domestic violence, how to support domestic violence victims, how to handle domestic violence abusers in the church and how to deal with protective orders. The Summit was attended by all major law enforcement and prosecutorial agencies and approximately 30 churches in the community. While speaking at the Conference on Crimes Against Women in April of 2019, she was observed by one of the coordinators for the TMPC Hi Tech& Digital Investigations Conference and was asked to represent Kevin and Kenny: Internet Rape at that conference, which was held in June of 2019. She also coordinated a Victim Advocate Training day for local agency and NGO victim advocates. At this training victim advocated from around the community were able to brainstorm about the major issues presenting victims of domestic violence, possible solutions and ways they could work together. Our prosecutor also arranged for speakers on topics such as, Updates to Protective Order Law and Compassion Fatigue and Secondary Trauma. Essential job functions for the designated felony domestic violence prosecutor include prosecution of felony domestic violence and domestic violence related cases from intake to final disposition and providing legal assistance and information regarding the judicial process for all victims of felony domestic violence or related offenses. Two victim assistance coordinators employed by the Randall County Criminal District Attorney's Office currently assist the designated prosecutor and will continue to do so. One of the victim coordinators has a Bachelors' Degree in General Studies,

has relevant law enforcement experience dating to 1992, previously worked for the Randall County Sheriff's Department as a 911 dispatcher and has been in her current position as victim assistance coordinator since 2008. The other victim assistance coordinator has been in law enforcement for 16 years, spending several years as a 911 dispatcher and has been employed by the Randall County Criminal District Attorney's Office since 2012, has a Bachelors' Degree in General Business, and a Masters' Degree in Business Administration. Both victim assistance coordinators have experience working with domestic violence victims and protective order applicants. The designated prosecutor will continue to assist with the implementation of a coordinated community response to domestic violence via the Amarillo-Potter-Randall Domestic Violence Coalition, members of the coalition include prosecuting agencies for Randall, Potter and Armstrong Counties, law enforcement agencies, adult and juvenile probation, social service and victims' service agencies, and Children's Protective Services.

**Performance Management :**

This project will allow the Randall County Criminal District Attorney's designated felony domestic violence prosecutor to continue to concentrate her efforts on 1) targeted prosecution of felony domestic violence offenders, and 2) implementing our community's coordinated response to domestic violence, through the Amarillo-Potter-Randall Domestic Violence Coalition. The goals for the project period are to 1) review in a timely manner felony domestic violence cases presented to our office, 2) continue to meet with victims one on one in each felony case filed in our office, and 3) for the felony domestic violence prosecutor to continue to participate in the Amarillo-Potter-Randall Domestic Violence Coalition. Making timely prosecution decisions and meeting with victims early in the criminal justice process alleviates the barriers created by victims that become uncooperative with prosecution intervention. Communication and community coordination must be achieved before any response to domestic violence can be expected to have a positive, long-term impact on our community. The Amarillo-Potter-Randall Domestic Violence Coalition facilitates communication and coordination among criminal justice agencies. Please note that these goals in past project years included the entirety of our domestic violence case load, misdemeanors and felonies. For the 2020/2021 project year the goals will track felony domestic violence cases only. Due to the increase in domestic violence cases presented to our office, one prosecutor could not satisfactorily prosecute all domestic violence cases from intake to disposition. Accordingly, in early 2019, the District Attorney reassigned the position funded by this project to the vertical prosecution of all FELONY domestic violence cases. As outlined above, felony cases now make up 41% of our office's domestic violence caseload. Two other prosecutors within the office were assigned the misdemeanor domestic violence caseload, in addition to their other job duties. These three prosecutors are working together to meet the goals for the 2019/2020 project year. Goal one will be measured by tracking the time between case presentation to our agency and the time of acceptance or refusal of the case by our agency. For the 2017/2018 project year, the target time period for this goal was an average of 14 days or less between case presentation to our agency and the time of acceptance or refusal of the case by our agency. Further, the target was to meet the 14 day time period for 60% of the cases submitted to our office for review. For the time period of October 1, 2017 to September 30, 2018, 80% of the cases presented to our office for prosecution, were filed within an average of 14 days of presentation. The target time period for 2018/2019 project period for this goal remained at 14 days or less between case presentation to our agency and the time of acceptance or refusal of the case by our agency. Further, the target was to meet the 14 day time

period for 80% of the cases submitted to our office for review. For the time period of October 1, 2018 to September 30, 2019, 100% of the cases presented to our office were filed within an average of 14 days of presentation. For the 2019/2020 project year, the target time period for this goal is an average of 14 days or less between case presentation to our agency and the time of acceptance or refusal of the case by our agency. Further, the target is to meet the 14 day time period for 80% of the cases submitted to our office for review. For the first quarter of the 2019/2020 project year the average case processing time is 11.5 days and out of the cases referred 87% were processed within the 14 day time period goal. With an increase in cases presented to our office (as outlined above), to alter this goal further for the 2020/2021 project year is not realistic without the addition of staff. Goal two will be measured by tracking the number of victims that are requested by our agency to meet with the designated felony domestic violence prosecutor and the number of victims that actually agree and attend a meeting. The target for the 2017/2018 project period was to meet with 60% of domestic violence victims in the cases our agency accepts for prosecution. From October 1, 2017 to September 30, 2018, 63% of domestic violence victims met one on one with the domestic violence prosecutor. The target for the 2018/2019 project period was to meet with 65% of domestic violence victims in the cases our agency accepts for prosecution. From October 1, 2018 to September 30, 2019, 66% of domestic violence victims met with the domestic violence prosecutor. The target for the 2019/2020 project period is to meet with 65% of domestic violence victims in the cases our agency accepts for prosecution. For the first quarter of the 2019/2020 project year the prosecutor has met with 69% of the victims of these cases. The target for the 2020/2021 project period will be to meet with 65

#### **Data Management:**

The Randall County Criminal District Attorney's Office utilizes Odyssey, a product of Tyler Technologies, as our case management system. The District and County Clerks and the Randall County Sheriff's Office also utilize the same product. Odyssey allows our office to track domestic violence and domestic violence related cases from the point of arrest to disposition. The data can be mined for many categories, including the number of domestic violence cases pending, the number of domestic violence cases at the intake level, and the number of domestic violence cases disposed of, and the outcome of the case. The data can be gathered for discrete time periods. The case management system is also used to track contacts with victims. Odyssey is also used by our agency to track cases in which an ODARA risk assessment has been performed (see Evidence-Based Practices for a further explanation of the ODARA assessment). An employee of the Randall County Criminal District Attorney's Office is trained and competent in compiling reports in the Odyssey system. In addition, the designated domestic violence prosecutor maintains a Microsoft Xcel spreadsheet, documenting victim contacts, ODARA rating, summary of the case, disposition, the number of days from the domestic violence incident to case presentation in our office, and the number of days from case presentation to case acceptance.

#### **Target Group :**

Our project objective is to provide services to all victims of felony domestic violence and domestic violence related offenses in Randall County, Texas. Randall County is located in the south central part of the Texas Panhandle. The County was officially formed in 1889 and consists of approximately 933 square miles with an estimated 783 miles of roads. Randall County is the seat of two significant cities, Amarillo and Canyon Texas. The population of

Randall County is estimated at 137,130 people. All victims of felony domestic violence will be served, without regard to sex, race, age, gender, sexual orientation, or immigration status.

### **Evidence-Based Practices:**

Because 1) our jurisdiction has one of the highest rates of domestic violence in the state of Texas, 2) a significant portion of those domestic violence cases are serious felony offenses, and, 3) prosecution of domestic violence cases poses unique challenges, the applicant elected to implement vertical, targeted prosecution of felony domestic violence cases. 2,609 domestic violence incidents were reported in 2017. For areas outside the city limits of Amarillo, Randall County reported an additional 187 incidents of domestic violence in 2017. 2,689 domestic violence incidents were reported within the city limits of Amarillo in 2018. An additional 142 domestic violence incidents were reported for areas outside the city limits in Randall County in 2018. See 2017 and 2018 Crime in Texas, [https://www.dps.texas.gov/administration/crime\\_records/pages/crimestatistics.htm](https://www.dps.texas.gov/administration/crime_records/pages/crimestatistics.htm). Local planning resources indicate a domestic violence rate of 1,966 per 100,000 residents. This rate has remained steady since 2010. See Office of the Governor, Criminal Justice Division, Resources for Local Criminal Justice Planning (October 2017). From October 1, 2016 to September 30, 2017, 288 domestic violence cases were presented to the Randall County Criminal District Attorney's Office for prosecution. From October 1, 2017 to September 30, 2018, 479 domestic violence cases were presented to the Randall County District Attorney's Office for prosecution. From October 1, 2018 to September 30, 2019, 425 cases were presented to the Randall County District Attorney's Office for prosecution. For the 2018/2019 project year, 176 of the cases presented were felonies. In other words, 41% of all domestic violence cases presented to the Randall County District Attorney's Office during the 2018/2019 project year were serious felony offenses. "A majority of Texans (50.9% of women and 42.2% of men) reported that the level of help provided to victims by the state is not enough. ... Participants generally feel positively about law enforcement and the medical system's responses [to domestic violence]. However, there were less favorable opinions of the criminal justice system's response," Statewide Prevalence of Intimate Partner Violence in Texas, June 2011, Institute on Domestic Violence and Sexual Assault Center for Social Work Research, Noel Bridget Busch-Armendariz, PhD., LMSW, MPA. The prosecution of domestic violence cases poses unique challenges. Some victims with abusive partners attempt to protect themselves by turning to law enforcement for protection. These attempts are influenced by a number of factors, including fear of retaliation by the offender and prior successes in protecting themselves. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Offenders often escalate their violence when victims attempt to end the relationship or seek outside help. Victims are faced with difficult and limited choices after being victimized by intimate partners. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Not surprisingly, many victims become uncooperative with prosecution intervention. It is vital that the prosecutor cultivate a relationship with domestic violence victims. This project will allow our designated felony domestic violence prosecutor to continue to meet one on one with victims of the most serious domestic violence offenses, along with holding felony domestic violence offenders accountable. The members of the Amarillo-Potter-Randall Domestic Violence Coalition use a Lethality Assessment Protocol to determine whether a victim of intimate partner violence is in danger of being killed and to refer those victims to domestic violence services, like a shelter. The lethality assessment is an accepted and

reliable tool to predict the risk of lethality to intimate partner violence victims. Risk and Lethality Assessment in the Field of Intimate Partner Violence, A Synopsis of Research, developed by Praxis in partnership with the Office on Violence Against Women, U.S. Department of Justice, for recipients of grants under the Rural Domestic Violence and Child Victimization Enforcement Grant Program; [www.praxisinternational.org](http://www.praxisinternational.org); Informing collaborative interventions: Intimate partner violence risk assessment for front line police officers, Jill Theresa Messing and Jacquelyn Campbell, Policing (2016) The members of the Amarillo-Potter-Randall Domestic Violence Coalition also use a second assessment, the Ontario Domestic Assault Risk Assessment, the first empirically developed and validated domestic violence risk assessment tool to assess risk of future intimate partner violence, as well as the frequency and severity of the assaults. Buchanan, K. (2009). Risk assessment and spousal violence: Predictive validity and cultural applicability. Dissertation Abstracts International: Section B: The Sciences and Engineering, Vol 71(1-B), 2010. pp. 651. [University of Regina]; Dinwiddie, K., J. (2013). Exploring the utility of victims' perceptions of risk assessment tools: Validation of the Ontario Domestic Assault Risk Assessment using shelter victim interviews (Unpublished doctoral dissertation). Chicago School of Professional Psychology. ProQuest, UMI Number: 3587611; Eke, A.W., Hilton, N.Z., Harris, G.T., Rice, M.E., & Houghton, R.E. (2011). Intimate partner homicide: Risk assessment and prospects for prediction. Journal of Family Violence, 26, 211-216; Hilton, N.Z., Harris, G.T., Rice, M.E, Lang, C., Cormier, C.A., & Lines, K.J. (2004). A Brief Actuarial Assessment for the Prediction of Wife Assault Recidivism: The Ontario Domestic Assault Risk Assessment. Psychological Assessment, 16, 267–275. [Erratum 17, 131.]. It is well-settled that coordinated community responses to domestic violence serve as the most effective mechanism for combatting domestic violence. See <http://tcfv.org>; <http://jeannegeigercrisiscenter.org/>; <http://www.dvhr.org/>; The High Risk Team Model and GPS Monitoring: Stopping DV in Its Tracks, Diane L. Rosenfeld, Domestic Violence Report (February/March 2012); Examining Domestic Violence High Risk Teams: A Qualitative Assessment of this Promising Approach In Massachusetts, Kamala Smith, MPH, Mica Astion, MSCJ, Michael Shively, PhD; Abt Associates. Therefore, the designated felony domestic violence prosecutor will continue to be a member of our community's coordinated response team, the Amarillo-Potter-Randall Domestic Violence Coalition. As a member of the team the prosecutor will strive continue to implement best practices in the investigation and prosecution of domestic violence cases in our jurisdiction.

**Project Activities Information**

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Prosecution	100.00	Project activity is targeted prosecution of felony domestic violence and related offenses. The Felony Domestic Violence Prosecutor will devote 100% of their time to vertical prosecution of felony domestic violence and domestic violence related cases from intake to disposition of these cases. The designated felony domestic violence prosecutor will continue to assist with the implementation of a coordinated community response to domestic violence via the Amarillo-Potter-Randall Domestic Violence Coalition.

## Measures Information

### Objective Output Measures

<b>OUTPUT MEASURE</b>	<b>TARGET LEVEL</b>
Number of sexual assault, domestic violence and / or stalking cases filed.	130
Number of sexual assault, domestic violence, and / or stalking cases referred.	195

### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>TARGET LEVEL</b>
Number of cases resulting in conviction or deferred adjudication.	148
Number of charges dismissed or acquitted.	28

## Victim Services Information

### Agency Type

Implementing Agency Type - Government

Which designation best describes your agency

- Prosecutor

Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

### Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

<b>Type of Crime</b>	<b>Percent of Funds Dedicated to Crime Enter whole percentages only</b>	<b>Funds Dedicated to Crime Current Award x Percent Entered</b>
Child Physical Abuse	0	\$0.00
Child Sexual Abuse	0	\$0.00
Domestic and Family Violence	100	\$76,254.50
Child Sexual Assault	0	\$0.00

Adult Sexual Assault	0	\$0.00
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00
Assault	0	\$0.00
Adults Molested As Children	0	\$0.00
Elder Abuse	0	\$0.00
Robbery	0	\$0.00
Survivors of Homicide	0	\$0.00
Adult Human Trafficking	0	\$0.00
Child Human Trafficking	0	\$0.00
Other Violent Crimes	0	\$0.00
Description:		
Other Non-Violent Crimes	0	\$0.00
Description:		
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget
		\$76,254.50

### Use of Funds

Does this project provide DIRECT SERVICES to victims:

Yes

No

Information and Referral

Personal Advocacy/Accompaniment

Emotional Support or Safety Services

Shelter/Housing Services

Criminal/Civil Justice System Assistance

Assistance in Filing Compensation Claims

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim

compensation benefits:

## **Types of Victimitizations**

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that Is Not associated with any of the types provided in the list. Check all that apply:

Types of Victimitizations

- Domestic and/or family violence

## **Budget and Staffing**

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$76,254.50

Other State Funds:  
\$0.00

Other Local Funds:  
\$32,890.50

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:  
\$0.00

Total Victimitization Program Budget:  
\$109,145.00

Total number of paid staff for all grantee victimization program and/or services: COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
1

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs and/or services:  
 Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:  
 1992

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:  
 COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:  
 0

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:  
 Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:  
 0

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	TOTAL	UNIT/%
Personnel	Prosecutor	Prosecutor-Tracie Reilly (November 14, 2016) This grant will provide funds for a prosecutor specifically assigned to domestic violence and related	\$72,933.00	\$31,257.00	\$0.00	\$104,190.00	100

		<p>offenses. As the Domestic Violence prosecutor, Tracie will devote 100% of her time to vertical prosecution of domestic violence and domestic violent related cases. The designated prosecutor's role will see that offenders face swift, certain and predictable consequences through the judicial system for their violent behavior. The Domestic Violence Prosecutor will join efforts with law enforcement, judges, probation, and social service organizations to implement and evaluate a focused deterrence initiative targeted at the domestic violence</p>					
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		<p>offender. JOB SUMMARY: Responsible for the prosecution of domestic violence related cases presented to the Criminal District Attorney's Office. Duties include reviewing cases presented for criminal charges by all law enforcement agencies. Must be accessible to law enforcement and victim related agencies for advisement regarding incidents involving domestic violence. Must have the ability to assess a criminal case and negotiate plea bargains with defendants and their attorneys. Represent the</p>					
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		<p>State in courts of law during trials, hearings, and all docket calls.</p> <p>Responsible for reviewing reports of probation violations and filing all necessary motions.</p> <p><b>ESSENTIAL JOB FUNCTIONS</b></p> <p>: Prosecution of criminal cases from intake to final disposition.</p> <p>Provide required information to individuals and agencies involved in each case.</p> <p>Coordinate with Adult and Juvenile Probation, Courts, defense attorneys, witnesses, law enforcement agencies, and all other agencies involved in each case.</p> <p>Maintain accurate calendar of</p>					
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		<p>court dockets. Work after/before regular business hours and/or overtime as job requires. High interaction with staff members, the public, media, District and County Courts, Law Enforcement Agencies, defendants, and Probation. Annual Salary will be \$81,500 with fringe benefits totaling \$22,690</p>					
Travel and Training	In-State Registration Fees, Training, and/or Travel	<p>Registration for Legislative Update \$100; TDCAA dues \$60; State Bar Dues \$255; Crimes Against Women Conference \$2300: registration \$500 / airfare \$400 / Hotel \$800 / Rental Car \$300 / per diem \$300; Every Victim Every Time</p>	\$2,621.50	\$1,123.50	\$0.00	\$3,745.00	0

		Conference \$1030: registration \$60 / airfare \$350 / hotel \$300 / Rental Car \$120 / per diem \$200					
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	law books, printer cartridges, trial binders, trial exhibit labels, note tablets, pens, Domestic Violence slider with agency name, postage, paper	\$700.00	\$300.00	\$0.00	\$1,000.00	0

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel	\$72,933.00	\$31,257.00	\$0.00	\$104,190.00
Travel and Training	\$2,621.50	\$1,123.50	\$0.00	\$3,745.00
Supplies and Direct Operating Expenses	\$700.00	\$300.00	\$0.00	\$1,000.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	TOTAL
\$76,254.50	\$32,680.50	\$0.00	\$108,935.00

**Agency Name: Potter County Attorney's Office**

## CJAC's PRESENTATION GUIDELINE:

Applicant Organization: Randall County Criminal District Attorney's Office

Project Title: Felony Domestic Violence Prosecutor

Grant Funds Requested: \$76,254.50

***This form must be completed for each project submitted to the Criminal Justice Division under the regional Criminal Justice Programs. This form should be filled out and returned to PRPC's Criminal Justice Coordinator. This information is expected to be covered in your grant presentation to the CJAC.***

1. Why is this particular project needed; what problem(s) are you trying to resolve?

Amarillo has one of the highest rates of domestic violence in the state of Texas. 2,609 domestic violence incidents were reported in 2017. For areas outside the city limits of Amarillo, Randall County reported an additional 187 incidents of domestic violence in 2017. 2,689 domestic violence incidents were reported within the city limits of Amarillo in 2018. An additional 142 domestic violence incidents were reported for areas outside the city limits in Randall County in 2018. See 2017 and 2018 Crime in Texas,

[https://www.dps.texas.gov/administration/crime\\_records/pages/crimestatistics.htm](https://www.dps.texas.gov/administration/crime_records/pages/crimestatistics.htm). Local planning resources indicate a domestic violence rate of 1,966 per 100,000 residents. This rate has remained steady since 2010. See Office of the Governor, Criminal Justice Division, Resources for Local Criminal Justice Planning (October 2017). From October 1, 2016 to September 30, 2017, 288 domestic violence cases were presented to the Randall County Criminal District Attorney's Office for prosecution. From October 1, 2017 to September 30, 2018, 479 domestic violence cases were presented to the Randall County District Attorney's Office for prosecution. From October 1, 2018 to September 30, 2019, 425 cases were presented to the Randall County District Attorney's Office for prosecution. For the 2018/2019 project year, 176 of the cases presented were felonies. In other words, 41% of all domestic violence cases presented to the Randall County District Attorney's Office during the 2018/2019 project year were serious felony offenses.

"A majority of Texans (50.9% of women and 42.2% of men) reported that the level of help provided to victims by the state is not enough. ... Participants generally feel positively about law enforcement and the medical system's responses [to domestic violence]. However, there were less favorable opinions of the criminal justice system's response," Statewide Prevalence of Intimate Partner Violence in Texas, June 2011, Institute on Domestic Violence and Sexual Assault Center for Social Work Research, Noel Bridget Busch-Armendariz, PhD., LMSW, MPA. The prosecution of domestic violence cases poses unique challenges. Some victims with abusive partners attempt to protect themselves by turning to law enforcement for protection. These attempts are influenced by a number of factors, including fear of retaliation by the offender and prior successes in protecting themselves. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Offenders often escalate their violence when victims attempt to end the relationship or seek outside help. Victims are faced with difficult and limited choices after being victimized by intimate partners. Advocacy Services for Women with Abusive Partners: A Review of the Empirical Evidence - [www.dvevidenceproject.org](http://www.dvevidenceproject.org). Not surprisingly, many victims become uncooperative with prosecution intervention. It is vital that the prosecutor cultivate a relationship

with domestic violence victims. This project will allow our designated felony domestic violence prosecutor to continue to meet one on one with victims of the most serious domestic violence offenses, along with holding felony domestic violence offenders accountable.

The continuation of this project would also allow the Randall County District Attorney's office designated felony domestic violence prosecutor to continue to participate as a member of the Amarillo-Potter-Randall Domestic Violence Coalition. Courts, prosecutors, law enforcement and domestic violence programs cannot keep victims safe and hold offenders accountable without significant, long term coordination. The agencies that deal with domestic violence in our community face unique challenges that other communities across the state may not face. One issue is that Amarillo is split down the middle by the county line between Potter County and Randall County. As a result, communication and community coordination must be achieved before any response to domestic violence can be expected to have a positive, long-term impact on our community. In Potter County and Randall County there are two sheriff's offices, three prosecutors' offices, many law enforcement entities, eight district courts, four county courts, legal aid, victim service agencies, and many others who are members of the Amarillo-Potter-Randall Domestic Violence Coalition.

2. Describe which, if any, of the Regional Program Priorities this project will support.

Domestic Violence

3. Who will be responsible for implementing this project and how would that be done?

The designated domestic violence prosecutor will be responsible for day to day implementation of this project. This project will allow the designated domestic violence prosecutor to continue targeted prosecution of felony domestic violence offenses.

4. What factors will be used to gauge the value of this project to your community – how will you measure success?

This project will allow the Randall County Criminal District Attorney's designated felony domestic violence prosecutor to continue to concentrate her efforts on 1) targeted prosecution of felony domestic violence offenders, and 2) implementing our community's coordinated response to domestic violence, through the Amarillo-Potter-Randall Domestic Violence Coalition. The goals for the project period are to 1) review in a timely manner felony domestic violence cases presented to our office, 2) continue to meet with victims one on one in each felony case filed in our office, and 3) for the felony domestic violence prosecutor to continue to participate in the Amarillo-Potter-Randall Domestic Violence Coalition. Making timely prosecution decisions and meeting with victims early in the criminal justice process alleviates the barriers created by victims that become uncooperative with prosecution intervention. Communication and community coordination must be achieved before any response to domestic violence can be expected to have a positive, long-term impact on our community. The Amarillo-Potter-Randall Domestic Violence Coalition facilitates communication and coordination among criminal justice agencies. Please note that these goals in past project years included the entirety of our domestic violence case load, misdemeanors and felonies. For the 2020/2021 project year the goals will track felony domestic violence cases only. Due to the increase in domestic violence cases

presented to our office, one prosecutor could not satisfactorily prosecute all domestic violence cases from intake to disposition. Accordingly, in early 2019, the District Attorney reassigned the position funded by this project to the vertical prosecution of all FELONY domestic violence cases. As outlined above, felony cases now make up 41% of our office's domestic violence caseload. Two other prosecutors within the office were assigned the misdemeanor domestic violence caseload, in addition to their other job duties. These three prosecutors are working together to meet the goals for the 2019/2020 project year.

Goal one will be measured by tracking the time between case presentation to our agency and the time of acceptance or refusal of the case by our agency. For the 2017/2018 project year, the target time period for this goal was an average of 14 days or less between case presentation to our agency and the time of acceptance or refusal of the case by our agency. Further, the target was to meet the 14 day time period for 60% of the cases submitted to our office for review. For the time period of October 1, 2017 to September 30, 2018, 80% of the cases presented to our office for prosecution, were filed within an average of 14 days of presentation. The target time period for 2018/2019 project period for this goal remained at 14 days or less between case presentation to our agency and the time of acceptance or refusal of the case by our agency. Further, the target was to meet the 14 day time period for 80% of the cases submitted to our office for review. For the time period of October 1, 2018 to September 30, 2019, 100% of the cases presented to our office were filed within an average of 14 days of presentation. For the 2019/2020 project year, the target time period for this goal is an average of 14 days or less between case presentation to our agency and the time of acceptance or refusal of the case by our agency. Further, the target is to meet the 14 day time period for 80% of the cases submitted to our office for review. For the first quarter of the 2019/2020 project year the average case processing time is 11.5 days and out of the cases referred 87% were processed within the 14 day time period goal. With an increase in cases presented to our office (as outlined above), to alter this goal further for the 2020/2021 project year is not realistic without the addition of staff.

Goal two will be measured by tracking the number of victims that are requested by our agency to meet with the designated felony domestic violence prosecutor and the number of victims that actually agree and attend a meeting. The target for the 2017/2018 project period was to meet with 60% of domestic violence victims in the cases our agency accepts for prosecution. From October 1, 2017 to September 30, 2018, 63% of domestic violence victims met one on one with the domestic violence prosecutor. The target for the 2018/2019 project period was to meet with 65% of domestic violence victims in the cases our agency accepts for prosecution. From October 1, 2018 to September 30, 2019, 66% of domestic violence victims met with the domestic violence prosecutor. The target for the 2019/2020 project period is to meet with 65% of domestic violence victims in the cases our agency accepts for prosecution. For the first quarter of the 2019/2020 project year the prosecutor has met with 69% of the victims of these cases. The target for the 2020/2021 project period will be to meet with 65% of domestic violence victims in the felony cases our agency accepts for prosecution. Please note, that in these numbers, Randall County only counts the initial contact made with these victims, many victims continue to engage in communication with the prosecutor and or the staff that works with her on these cases. Again, with an increase in cases presented to our office (as outlined above), to alter this goal for the 2020/2021 project year is not realistic, without additional staff.

Goal three will be measured by tracking the number of Amarillo-Potter-Randall Domestic Violence Coalition meetings the designated felony domestic violence prosecutor attends for the project period. The goal for the 2020/2021 project year will be for the designated domestic violence prosecutor to attend 75% of the meetings for the 2020/2021 project period.

5. How will this project continue to be supported in the future?

This is dependent on the state of the county's general budget and overall economic conditions in the county. Further, the effects of recent property tax reform legislation passed by the Texas legislature during the last legislative session are still an unknown factor. The Randall County commissioners continue to be very supportive of this project.

# **Project Title: Dedicated Domestic Violence Prosecutor and Domestic Violence Investigator**

## **Request: \$138,021.29**

### **Project Abstract :**

Applicant currently has a Domestic Violence Unit with one prosecutor and an criminal investigator within the office of the Potter County Attorney that is 100% VAWA grant-funded. We are requesting funding to continue operation of the current unit in an effort to combat the DV related issues within our community. Applicant's effort is part of a coordinated community response (CCR) to the problem of domestic violence within Potter County and the broader Amarillo metropolitan area. The Potter County Attorney's Office has been part of a CCR response to domestic violence for more than twenty years. The continuation of a dedicated DV unit with one prosecutor position and one investigator position with 100% their time dedicated to DV related issues is important to applicant's continued participation in the CCR effort.

### **Problem Statement :**

Since creation of the DV unit with one devoted DV prosecutor and now a criminal investigator, we have seen a tremendous increase in domestic violence-related cases presented to our office. The increase in caseload was partly due to a change in policy at the Amarillo Police Department. At this time the majority of all DV- related cases are presented to the Potter County Attorney's Office, whereas in the past all DV related cases including those that the evidence shows to be class C misdemeanors were presented for prosecution with the Potter County Attorney's Office. The change in practice or the use of officer discretion when presenting these cases accounts for the slight decrease in the DV related cases being filed for prosecution. The continued funding of a dedicated prosecutor and criminal investigator allows the prosecutor to develop greater DV experience and expertise without sacrificing efficiency or quality of work to crushing docket loads. This allows the two members of our team to achieve greater qualitative treatment of DV cases over other types of cases presented to the Potter County Attorney's Office. This has developed into a greater improved critical analysis of DV cases, increased time spent cultivating victim participation and cooperation, allowed for more time and effort being invested in the investigation and development of cases, and the development of greater advocacy skills related to DV prosecution. Having a DV devoted prosecutor and criminal investigator has resulted in improving intake procedures, DV case preparation, DV trial outcomes, DV training and community awareness about domestic violence issues within the community. In 2019 -- from January 1, 2019 through December 31, 2019 -- the Potter County Attorney's Office was presented with 3,267 total cases overall; 858 of those cases were DV-related. DV-related cases account for 26.25% of our entire caseload. Although we had a slight decrease in DV cases presented we continue to have an increase in the amount of DV cases represented in our overall caseload. This indicates that in our community we continue to have a major DV issue. With the continuation of the VAWA funding this will allow our efforts to continue in attempting to decrease the occurrences of DV related incidents within our community.

### **Supporting Data :**

In 2019 the Potter County Attorney's Office was presented with a total of 3,267 misdemeanor cases. 858 of those cases were Domestic Violence-related. DV-related cases represent 26.25% of

our total caseload. We currently have one grant-funded DV prosecutor and one DV criminal investigator devoting 100% of their time working on DV-related cases. In 2019, the Potter County Attorney's Office handed out 62 family violence protective order applications to potential applicants. Twenty-eight completed applications were returned, with 6 being accepted for pursuit of a final family violence protective order. Protective order cases currently are handled in the criminal division by a none grant funded position. The Potter County Attorney's Office prosecutes all class A and B misdemeanors, as well as all non-municipal class C misdemeanors in Potter County, Texas. Class A and B misdemeanor cases are prosecuted in two County Courts-at-Law. Class C misdemeanors are prosecuted in the county's four justice courts. The Potter County Attorney's Office is authorized and currently employs four front-line prosecutors, a Deputy Criminal Chief, and a Criminal Chief, along with the grant-funded dedicated DV prosecutor and criminal investigator. These front-line positions typically are filled by recently-licensed attorneys. The typical length of service of such prosecutors is 18 months, or less. Consequently, there is frequent turnover in these positions; meanwhile, it takes about 4-6 months for a newly-hired prosecutor to become competent in performing core job functions related to DV case prosecution. Aside from the dedicated DV unit the Potter County Attorney's Office employs a vertical prosecution model; each prosecutor conducts their own case intake, and retains those cases they accept, until they depart from the office or final disposition of the case occurs. At the time of this writing, the average caseload for each of these prosecutors and Deputy Chief is 405.6 cases that they in some way are involved in the case. This includes cases presented for intake, cases in which a warrant was issued, the case is active, or the case was accepted and ready to be filed. In 2019, the Potter County Attorney's Office was presented 3,267 total class A and B misdemeanor cases. As noted, that total included 858 domestic violence-related cases, down from 898 in 2018 (a 4.46% decrease). Of the family violence cases presented, 298 were accepted for prosecution. Applicant believes that continued funding for the current grant-funded DV prosecutor and criminal investigator position, will continue to improve the efficacy of DV prosecutions by the Potter County Attorney's Office by allowing more people to be dedicated to addressing the needs in our community relating to domestic violence.

**Project Approach & Activities:**

Potter County used the grant provided in the previous years to create and continue funding for a dedicated DV prosecutor and criminal investigator positions within Potter County Attorney's Office. The current DV prosecutor will continue to have primary responsibility for prosecuting all new DV-related cases presented to, and accepted by, the Potter County Attorney's Office, through final disposition. The criminal investigator will continue to assist with DV-related case intake, victim/witness contact and assistance, case development, and participation in CCR activities. The current grant-funded DV prosecutor and criminal investigator jointly are responsible for compiling DV case-related statistics, including maintaining statutorily-required civil rights statistics, on victims served categorized by race, national origin, sex, age, and disability within the time frame established by CJD. Additionally, they are tasked with tracking victims' submissions of affidavits of non-prosecution, and a sub-set of DV cases, commonly referred to as Intimate Partner Violence (IPV) cases. Both the grant-funded DV prosecutor, and the criminal investigator spend 100% of their time on DV-related work. It is believed that continued funding with the current grant-funded dedicated DV prosecutor and criminal investigator positions, the Potter County Attorney's Office will continue with the enhancement of core competencies associated with DV prosecution, and subject matter knowledge, which could

improve overall CCR efforts.

**Capacity & Capabilities:**

The current Potter County Attorney has been a member of the office for 25 years. Before becoming county attorney, he was the Chief of the Civil Division of the office. In that capacity he spent approximately nine years representing applicants in the pursuit of family violence protective orders. Thus, he is professionally well acquainted with the problem of DV. Additionally, he is a past president of the Texas District and County Attorney's Association (TDCAA), the State's premier association for prosecutors, and the second largest provider of CLE training, behind the State Bar of Texas. He has been the elected County Attorney since January of 2005, and he fully supports the training and development of all grant-funded positions.

**Performance Management :**

Applicant believes the measure of success for this project will be drawn from statistical data gained during the prosecution process of DV-related cases. Since creating the original VAWA grant-funded DV unit , the Potter County Attorney's Office has continued to receive an abundance amount of DV cases presented for prosecution. Given the many variables surrounding the prosecution of any criminal case, and particularly DV cases, such as victim cooperation, language barriers, cultural barriers, limited investigative resources, unique facts of a given case, and public and judicial attitudes about domestic violence, setting artificial numeric measures of performance becomes problematic, and perhaps no better than guess work. Nevertheless, Applicant expects that the number of cases presented and accepted in FY 2021, will continue to be be at within 10% of current case levels. Metrics on which Applicant would hope to see improvements as a result of the continued funding for the dedicated DV prosecutor and criminal investigator positions would include an increase in the number of defendants entering guilty pleas, along with an increase in the number of convictions secured at trial, as well a potential reduction in the number of cases in which the victim submits an affidavit of non-prosecution (which often is the direct result of coercion by the defendant). The Potter County Attorney's Office currently uses a prosecutor database that allows data to be retrieved when attempting to measure success with such projects as DV-related prosecution. This same system will be used to measure the metrics of victim assistance contacts and referrals.

**Data Management:**

In 2015 Applicant provided the Potter County Attorney's Office with a new computerized case management system, Techshare.Prosecutor, which is a product of the Texas Conference of Urban Counties. The Potter County Attorney's Office went live with that system in August of 2015. Consequently, the data provided herewith concerning 2017 was all generated from that system. The system has an ad hoc reporting capability, that allows for download in to Excel Spreadsheet form. Comparing data from that system from data from the Texas Office of Court Administration, which allows for the online creation of an ad hoc query, by county, type of court, type of case and a variety of data points, provides a baseline to compare total cases presented, to total cases filed, and eventual disposition. Techshare.Prosecutor will also help Applicant track much of the required civil rights data, although some additional data tracking capacity may need to be added. For instance, the system does not currently provide a searchable field that can be employed to readily identify those cases in which an affidavit of non-prosecution has been

created. Additionally, as regards the wider CCR effort, Applicant will continue to rely on APD and DPS numbers to determine the overall rate of DV in our community. As previously noted, a reporting anomaly blurs the crime statistics for Potter and Randall County, but Applicant believes APD is working on a way to better separate the crime data for each county.

**Target Group :**

Applicant, and specifically its prosecution arm, understands and is committed to equal protection of its citizens and guests under the law. The Potter County Attorney's Office is keenly aware of its statutory obligation to seek justice, and it does so without regard to the race, religion, ethnicity, sex, sexual orientation, or country of origin of any victim or offender. As a result, Applicant believes all persons in Potter County are potentially within the target group that will be served by the creation of a dedicated DV prosecutor position. Still, Applicant understands that -- in reality -- upwards of 90% of victims of domestic violence are women, and they certainly are among the targeted group that will be served by the continued funding the dedicated DV prosecutor and criminal investigator positions.

**Evidence-Based Practices:**

In 2015 the Potter county Attorney's Office started using a new computerized case management system, Techshare Prosecutor, which is a product offered (initially) by the Texas Conference of Urban Counties. The Techshare Presecutor system was used to provide supporting data to help select the methods, approach, and activities described above. The system has an ad hoc reporting capability that allows for download in Excel spreadsheet format. Comparing data from the Techshare Prosecutor system with data provided by Texas Office of Court Administration, Amarillo Police Department, and Department of Public Safety provides a baseline to compare total cases presented to total cases filed, as well as eventual disposition. Additionally, regarding a wider CCR effort, Applicant will continue to rely on Amarillo Police Department and Department of Public Safety numbers to determine the overall rate of domestic violence in our community. Applicant believes that observing current data provides a realistic view of how our methods, approach, and activities are progressing.

**Project Activities Information**

**Selected Project Activities:**

<b>ACTIVITY</b>	<b>PERCENTAGE:</b>	<b>DESCRIPTION</b>
Investigation	50.00	The DV investigator assist with trial preparation, witness interviews, subpoena service, and victim assistance. The investigator attends community meetings relating to domestic violence and victim assistance.
Prosecution	50.00	The DV grant funded prosecutor oversees case management, case intake, trial and plea deal preparation, docket, and arraignments. The prosecutor participates in community awareness meetings, law enforcement training, CCR meetings, executive board meetings of the DVC, as well as attending case review meetings.

## Measures Information

### Objective Output Measures

<b>OUTPUT MEASURE</b>	<b>TARGET LEVEL</b>
Number of arrests made.	298
Number of cases filed.	298
Number of cases investigated.	858
Number of cases referred for prosecution.	858
Number of sexual assault, domestic violence and / or stalking cases filed.	298
Number of sexual assault, domestic violence, and / or stalking cases referred.	858

### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>TARGET LEVEL</b>
Number of cases resulting in conviction or deferred adjudication.	184
Number of charges dismissed or acquitted.	114
Number of convictions.	184

## Victim Services Information

### Agency Type

Implementing Agency Type - Government

Which designation best describes your agency

- Prosecutor

Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

### Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only		Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	0		\$0.00
Child Sexual Abuse	0		\$0.00
Domestic and Family Violence	100		\$138,021.29
Child Sexual Assault	0		\$0.00
Adult Sexual Assault	0		\$0.00
DUI/DWI Crashes	0		\$0.00
DUI/DWI Crashes	0		\$0.00
Assault	0		\$0.00
Adults Molested As Children	0		\$0.00
Elder Abuse	0		\$0.00
Robbery	0		\$0.00
Survivors of Homicide	0		\$0.00
Adult Human Trafficking	0		\$0.00
Child Human Trafficking	0		\$0.00
Other Violent Crimes	0		\$0.00
Description:			
Other Non-Violent Crimes	0		\$0.00
Description:			
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget	\$138,021.29

### Use of Funds

Does this project provide DIRECT SERVICES to victims:

Yes  
 No

### Information and Referral

- 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.)

Personal Advocacy/Accompaniment

Emotional Support or Safety Services

Shelter/Housing Services

Criminal/Civil Justice System Assistance

- Notification of criminal justice events (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)
- Civil legal assistance in obtaining protection or restraining order
- Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and victim/witness)

Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim compensation benefits:

## **Types of Victimitizations**

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that is not associated with any of the types provided in the list. Check all that apply:

Types of Victimitizations

- Domestic and/or family violence
- Stalking/harassment

## **Budget and Staffing**

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$138,021.29

Other State Funds:  
\$0.00

Other Local Funds:  
\$0.00

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:  
\$0.00

Total Victimization Program Budget:  
\$138,021.29

Total number of paid staff for all grantee victimization program and/or services:  
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
2

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs and/or services:  
Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:  
4160

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:  
COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:  
0

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:  
Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

### Budget Details Information

#### Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	TOTAL	UNIT/%
Personnel	Prosecutor	Lakeshia Walton is the Assistant County Attorney Domestic Violence Prosecutor and will work 100% on domestic violence related cases. She will evaluate, screen, and prosecute all domestic violence-related cases accepted by our office. This includes attending docket, arraignments, plea hearings, and trials. Salary: \$67,625.14; Fringe Benefits: Retirement \$10,657.72; Insurance \$14,100.00; Social Security \$5,173.32; Unemployment \$33.81; Workers Comp \$148.78. Total fringe	\$67,625.14	\$30,113.63	\$0.00	\$97,738.77	100

		package \$30,113.63. Salary and fringe \$97,735.77.					
Personnel	Certified Peace Officer - All Others	Christina Miller is the Victim Assistance/Investigator and will work 100% on domestic violence related cases. She will prep cases for trial, interview witnesses, serve subpoenas, coordinate warrant service, take photos, provide security during domestic violence trials, plea hearings, docket, and arraignments. She will provide the victims with help on CVC and victim impact notices as well as handle any other victims needs that in reference to their case. Salary: \$70,396.15; Fringe Benefits: Retirement \$11,094.43; Insurance \$14,100.00; Social Security \$5,385.31; Unemployment \$35.20; Workers Comp \$598.37; Total Fringe	\$70,396. 15	\$31,213. 31	\$0.00	\$101,609 .46	100

		Benefit Package \$31,213.31. Salary and fringe \$101,609.46.					
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**Budget Summary Information**

**Budget Summary Information by Budget Category:**

<b>CATEGORY</b>	<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>TOTAL</b>
Personnel	\$138,021.29	\$61,326.94	\$0.00	\$199,348.23

**Budget Grand Total Information:**

<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>TOTAL</b>
\$138,021.29	\$61,326.94	\$0.00	\$199,348.23

**Agency Name: 47<sup>th</sup> District Attorney's Office**  
**Project Title: Prosecutor of Domestic Violence**  
**Request: \$78,036.36**

**Project Abstract :**

There is large number of domestic violence offenses in our jurisdiction which includes all of Potter County and those parts of the city of Amarillo inside of the Potter County lines. We are asking to continue the VAWA Grant for a felony prosecutor to specifically handle domestic violence cases. We have combined our individual efforts with other jurisdictions in the greater Amarillo area to attack this problem and are moving forward with getting the necessary assets needed to turn the statistics around. Our collaborative group has been in place for over two and a half years and we are continuing to diligently work to address the domestic violence issues in our area. The grant allows a prosecutor to be devoted, full time, to domestic violence cases. Our plan includes proactive and reactive components.

**Problem Statement :**

The City of Amarillo's population is split between Potter and Randall counties. Potter County has one of the highest rates of Family Violence in the State of Texas. In 2017, 4 of 17 homicides were intimate partner violence. The 47th District Attorney's office has been tracking Felony Family Violence cases and our records indicate we have over 218 pending domestic violence related cases. Domestic violence is rampant in our city and county. We have been addressing it but need further assistance to improve this overwhelming, long-term issue.

**Supporting Data :**

From January 1, 2018 to December 31, 2018 there were 2263 victims of Family Violence provided service from The 47th District Attorney's Office. Statistics were provided by the Amarillo Police Department, The Potter County District Attorney's Office, the Potter County Clerks Office, and Victim's Assistance VOCA Reports.

**Project Approach & Activities:**

We have been using ideas from the High Point NC model, an offender based program, to guide us but have researched at least 3 other models that turned out to be victim based. The High Point model has had significant research done that supports the success of that plan. We are committed to implementing an offender based program that will make it clear the state, not the victim, is the one pressing charges. The Program being designed will enact changes at all levels of the Criminal Justice System starting from the first responders to the final disposition of a case. It will even include efforts to change the beliefs citizens have about domestic violence. Thus far, we have had several significant strides regarding domestic violence. The Amarillo Police Department created a DV Unit that was quickly fully staffed. We have implemented a domestic violence supplement that the law enforcement agencies are using. The supplement provides information that is helpful to the prosecution of these offenses and assists officers in writing their incident reports. This supplement also includes a lethality assessment to determine the level of risk the defendant poses to the victim. The supplement and lethality assessment have been helpful in identifying the level of risk the victim is facing and gives the prosecutor a better insight into the domestic violence cases. If the score requires it, Family Support Services, a local

non-profit agency that provides additional services to victims, is contacted and their staff work with the victims to provide a safe place for the victims to stay.

### **Capacity & Capabilities:**

The 47th District Attorney's Office is located in Amarillo, Potter County, Texas. We have a staff of 40 people, 20 of which are prosecutors, including the district attorney. There are 7 investigators, 9 legal assistants, and 4 crime victim coordinators. Our Commissioner's Court has granted us a new felony prosecutor position conditioned upon us obtaining this domestic violence grant. This assistant district attorney will handle domestic violence cases that are submitted to our office. The current District Attorney took office in 2005. From that time through the end of 2019, our office has performed well above the Texas state average for all felony offense dispositions (guilty pleas, dismissals, and jury trials). State guilty pleas 71.15%, ours 85.38%; State dismissals 26.59%, ours 11.65%; state trials 2.26%, ours 2.97%.

### **Performance Management :**

Our base line goal for us as well as the multi-agency group is to make a significant reduction in domestic violence, particularly intimate partner violence, across our jurisdictions. Our efforts will be directed at felony offenses in Potter County which ranks near the top for domestic violence issues in the state of Texas. Our highest priority targets will be the offenders that are the most violent in the community. We will also work to reduce the number of new offenders entering into the system. Our proactive objective would be to reduce the number of new perpetrators and repeat offenders each year. While our reactive objectives would include successfully prosecuting these cases from arrest to final disposition which will require more victims to not only report but to cooperate with the prosecution of the offender. We have used our case management/operating system to increase the tracking of this new information since August 31, 2018. Our historical data is very limited due to the lack of tracking ability before our new system. We will track data throughout the system, to identify what is working, what is not working, our rates for victim follow-through, and all data concerning arrests, refusals, and accepted cases. Those numbers will provide us a measure for determining the issues and the successes of our new program.

### **Data Management:**

The 47th District Attorney's Office currently has VOCA grant for our victim advocate coordinators. Thus, we are already familiar with tracking and reporting grant information. Our office case management system/data base is a product from a sub group of the Council of Urban Counties and it is called Techshare.Prosecutor. It has a robust reporting system. During the initial review and assessment (intake) of all cases from law enforcement, prosecutors identify accepted cases that have involved intimate partner violence with an IPV on the file indicating the case involves a female victim of domestic violence assault. Once a case is indicted, the district clerk assigns the case to one of the five (5) district courts in our jurisdiction. The 47th District Attorneys Office has a trial team assigned to each of the five (5) district courts where we work. Each team has at least one prosecutor, investigator, and legal secretary. Because of how these courts operate, the grant prosecutor will most certainly have conflicts occur and thus need assist with some of these cases from the prosecutor assigned to a court. That information will be tracked. The investigators and legal secretaries handle all cases in their court and will be tracking the time they devote to these cases as well. Quarterly statistics will be reported to the grantor.

We will review and assess that data for trends, issues, and assessment of our success.

**Target Group :**

Our target group is adult female victims of Domestic Violence, sexual assault, stalking, and dating violence. In the July 1, 2018 census, the population of Potter County was 121,073 with 59,154 Females, and 61,919 Males. Of that total 84,523 were White, 42,692 were Hispanic, 12,365 were African American, 1,004 were Native American, 4,822 were Asian, 3,838 were Multi-Racial, and 14,611 comprised other races.

**Evidence-Based Practices:**

In our jurisdiction, we have done an excellent job taking care of victims of crimes. Like other offices, we concentrated on helping the victim. After 2015, a year with a high rate of Intimate Partner Homicides, we realized we could no longer keep doing what we had been doing. We researched a recently developed way of handling DV cases - High Point Model. After researching this new model, we invited one of the model's developers to hold a presentation in Amarillo. He showed us their offender based program and the success they had with it. the 47th District Attorney's Office, along with other local agencies, decided this could be beneficial in the Amarillo area. While we are still developing our offender based program, we have already seen some success. We developed and use a Intimate Partner Violence supplement, which includes a lethality assessment. As mentioned above, this assists both law enforcement and the prosecution in effectively and successfully handling DV cases. We have a new law enforcement DV unit that has jurisdiction over the vast majority of the DV cases. The position of DV prosecutor improves communication with victims and law enforcement, and strengthens our efforts to hold the offender accountable. It will also give us the ability to better track the offenders and DV statistics. All of that will hopefully give us similar positive results that the High Point achieved. Our goal is a reduction of DV cases as well as having more offenders being held accountable for their actions. Link to <http://www.bwjp.org/resource-center/resource-results/north-carolina-offender-focused-deter> Link to <http://www.evawintl.org/Best-Practices> Link to [http://www.thelancet.com/journals/lancet/article/PIIS0140-6736\(14\)61703-7/fulltext](http://www.thelancet.com/journals/lancet/article/PIIS0140-6736(14)61703-7/fulltext)

**Project Activities Information**

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Prosecution	100.00	The Domestic Violence Prosecutor will handle large DV assault caseload. Duties of that caseload includes intake of new DV assault cases, presenting accepted cases to grand jury, and then achieving a disposition on the cases that were indicted. Each indicted case then is assigned to 1 of 5 district courts. Due to the high volume of DV cases and and the assignment procedures, other prosecutors assigned to each court must assist in handling some parts of the DV cases.

## Measures Information

### Objective Output Measures

<b>OUTPUT MEASURE</b>	<b>TARGET LEVEL</b>
Number of sexual assault, domestic violence and / or stalking cases filed.	230
Number of sexual assault, domestic violence, and / or stalking cases referred.	430

### Objective Outcome Measures

<b>OUTCOME MEASURE</b>	<b>TARGET LEVEL</b>
Number of cases resulting in conviction or deferred adjudication.	230
Number of charges dismissed or acquitted.	0

## Victim Services Information

### Agency Type

Implementing Agency Type - Government

Which designation best describes your agency

- Prosecutor

Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

### Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

<b>Type of Crime</b>	<b>Percent of Funds Dedicated to Crime Enter whole percentages only</b>	<b>Funds Dedicated to Crime Current Award x Percent Entered</b>
Child Physical Abuse	0	\$0.00
Child Sexual Abuse	0	\$0.00
Domestic and Family Violence	95	\$74,134.54
Child Sexual Assault	0	\$0.00

Adult Sexual Assault	5	\$3,901.82	
DUI/DWI Crashes	0	\$0.00	
DUI/DWI Crashes	0	\$0.00	
Assault	0	\$0.00	
Adults Molested As Children	0	\$0.00	
Elder Abuse	0	\$0.00	
Robbery	0	\$0.00	
Survivors of Homicide	0	\$0.00	
Adult Human Trafficking	0	\$0.00	
Child Human Trafficking	0	\$0.00	
Other Violent Crimes	0	\$0.00	
Description:			
Other Non-Violent Crimes	0	\$0.00	
Description:			
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget	\$78,036.36

### Use of Funds

Does this project provide DIRECT SERVICES to victims:

Yes  
 No

Information and Referral

Personal Advocacy/Accompaniment

Emotional Support or Safety Services

Shelter/Housing Services

Criminal/Civil Justice System Assistance

Assistance in Filing Compensation Claims

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim

compensation benefits:

### **Types of Victimitizations**

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that Is Not associated with any of the types provided in the list. Check all that apply:

Types of Victimitizations

- Domestic and/or family violence

### **Budget and Staffing**

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:  
\$78,036.36

Other State Funds:  
\$0.00

Other Local Funds:  
\$0.00

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:  
\$0.00

Total Victimitization Program Budget:  
\$78,036.36

Total number of paid staff for all grantee victimization program and/or services:  
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:  
1

Number of staff hours funded through THIS grant award (plus match) for grantee's

victimization programs and/or services:

Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:

0

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:

COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:

0

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:

Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:

0

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

### **Budget Details Information**

#### **Budget Information by Budget Line Item:**

<b>CATEGORY</b>	<b>SUB CATEGORY</b>	<b>DESCRIPTION</b>	<b>OOG</b>	<b>CASH MATCH</b>	<b>IN-KIND MATCH</b>	<b>TOTAL</b>	<b>UNIT/%</b>
Personnel	Prosecutor	Prosecutors name is Aubrey Rienhardt. The 47th District Attorney's Office Special Prosecutor for Domestic Violence will be a unique position. After a felony case is indicted by the	\$78,036.36	\$32,579.01	\$0.00	\$110,615.37	100

		<p>Grand Jury, the case will be assigned to one of the 5 District Courts. The Investigators and Secretaries for that Court will take the case through to final disposition. The grant prosecutor will then handle the prosecution of those cases. Because the grant prosecutor is only one person, there will be many conflicts in their schedule. Therefore, the prosecutors assigned to each of the 5 courts will also have to play a role in obtaining the final disposition of these cases. The grant prosecutor's annual salary will be \$78,036.36. Fringe benefits: Insurance (\$1,175.00 per</p>					
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		<p>month) \$14,100.00; Retirement (0.1576) \$12,298.53; Social Security/Medic are (0.0765) \$5,969.78; W/Comp (0.0022) \$171.68; and Unemploymen t (0.0005) \$39.02; total fringe benefit package \$32,579.01. Total salary and fringes \$110,615.37. Job Title: Felony Domestic Violence and related crimes Prosecutor; Department: District Attorney's Office; Supervisor: District Attorney; Employment Status: Full time; Job Summary: Prosecution of female domestic violence and related crime offenders. Reviewing cases</p>					
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		<p>presented for criminal charges by all law enforcement agencies. Must have the ability to access a criminal case, and negotiate plea bargains. Represent the State of Texas in Courts of Law during docket calls, trials, and hearings.</p> <p>Minimum Qualifications: Doctorate of Jurisprudence &amp; Licensed to practice Law in the State of Texas. Knowledge of legal terminology and format. Knowledge of courtroom procedure. Ability to perform in the courtroom.</p> <p>The 47th District Attorney's Office does not discriminate on the basis of race, color, national origin, sex, age, or handicapped</p>					
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		status in employment or the provision of services.					
Travel and Training	In-State Registration Fees, Training, and/or Travel	Crimes Against Women Conference; Registration \$350.00; Hotel \$800.00; Meals \$200.00; Car Rental \$150.00; Air fare \$300.00, for a total of \$1,800.00.	\$0.00	\$1,800.00	\$0.00	\$1,800.00	0

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	TOTAL
Personnel	\$78,036.36	\$32,579.01	\$0.00	\$110,615.37
Travel and Training	\$0.00	\$1,800.00	\$0.00	\$1,800.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	TOTAL
\$78,036.36	\$34,379.01	\$0.00	\$112,415.37