

Snapshot Description: Application - Preliminary Review Responses Submitted by Applicant
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Agency Name: Bowie County
Grant/App: 4823502 **Start Date:** 10/1/2024 **End Date:** 9/30/2025

Project Title: Bowie County District Attorney's Victim Assistance Program
Status: Pending OOG Review

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17560008298000

Application Eligibility Certify:

Created on:1/30/2024 11:17:28 AM By:Jerry Rochelle

Profile Information

Applicant Agency Name: Bowie County
Project Title: Bowie County District Attorney's Victim Assistance Program
Division or Unit to Administer the Project: District Attorney's Office - Victim Assistance Program
Address Line 1: 601 Main Street
Address Line 2:
City/State/Zip: Texarkana Texas 75501-0000
Start Date: 10/1/2024
End Date: 9/30/2025

Regional Council of Governments(COG) within the Project's Impact Area: Ark-Tex Council of Governments
Headquarter County: Bowie
Counties within Project's Impact Area: Bowie

Grant Officials:

Authorized Official

Name: Jerry Rochelle
Email: Jerry.rochelle@bowiecounty.org
Address 1: 601 Main Street
Address 1:
City: Texarkana, Texas 75501
Phone: 903-735-4800 Other Phone: 903-735-4827
Fax: 903-735-4819
Title: Mr.
Salutation: Mr.
Position: District Attorney

Financial Official

Name: Jennifer Beckett
Email: jennifer.beckett@bowiecounty.org
Address 1: 710 James Bowie Drive
Address 1:
City: new Boston, Texas 75570
Phone: 903-628-6711 Other Phone: 903-276-0298
Fax: 903-628-6836
Title: Ms.
Salutation: Ms.
Position: 1st Asst County Auditor

Project Director

Name: Jonna Tye
Email: Jonna.tye@bowiecounty.org
Address 1: 601 Main Street
Address 1:
City: Texarkana, Texas 75501
Phone: 903-735-4800 Other Phone: 903-735-4810
Fax: 903-735-4819
Title: Ms.
Salutation: Ms.
Position: Victim Assistance Coordinator

Grant Writer

Name: Jerry Rochelle
Email: Jerry.rochelle@bowiecounty.org
Address 1: 601 Main Street
Address 1:
City: Texarkana, Texas 75501
Phone: 903-735-4800 Other Phone: 903-735-4827
Fax: 903-735-4819
Title: Mr.
Salutation: Mr.
Position: District Attorney

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide direct services to victims only
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17560008298000
Unique Entity Identifier (UEI): GMK1XSF5VVN4

Narrative Information

Introduction

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:

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

Program-Specific Questions

Culturally Competent Victim Restoration

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.

Provide information in this section regarding how your organization is culturally competent when providing services to victims.

The Bowie County District Attorney's Office does not and shall not discriminate on the basis of race, color, religion, gender, gender expression, age, national origin, disability, marital status, sexual orientation or military status. The BCDA encourages cultural awareness within our organization and within local law enforcement by promoting cultural sensitivity and respect and appreciation of cultural diversity. The BCDA adheres to a code of conduct and policies and procedures to prevent discrimination, harassment, bullying and other misconduct.

Culturally Specific and Underserved Populations

Following are relevant definitions needed to answer this question.

- Underserved populations means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.
- Culturally specific means the program is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g)).
- Racial and ethnic minority group means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.
- Hispanic means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

Does your program have a primary focus on serving a culturally specific population? (The organization must do more than merely provide services to an underserved population or culturally specific group; rather, the organization's primary focus must be on providing culturally competent services designed to meet the specific needs of the target population in order to justify a YES response in the section below.)

Yes
 No

If you answered '**YES**' above, you must explain in the box below how your organization's program is specifically designed to focus on and meet the needs of culturally specific populations. If this item does not apply enter '**N/A**'.

N/A
Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Forensic Medical Examination Payments

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 120 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Confidentiality and Privacy

Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law. Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

Activities that Compromise Victim Safety and Recovery

Applicant agrees to not engage in activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

Polygraph Testing Prohibition

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth

telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Offender Firearm Prohibition

The applicant certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 18 USC § 992(g)(8) and (g)(9).

Criminal Charges

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, or witness subpoena.

Cybersecurity Training Requirement

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the [Texas Department of Information Resources Statewide Cybersecurity Awareness Training](#) page.

Criminal History Reporting

Entities receiving funds from PSO 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.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. 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 by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's [Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

Immigration Legal Services

PSO prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. PSO will not fund projects that focus primarily on immigration legal services and do not provide a significant level of other types of victim services.

Legal Representation in Divorce and Custody Cases

PSO limits eligibility for legal representation in divorce and custody cases to circumstances where the survivor has been directly victimized by intimate partner violence (IPV) within the last six (6) months. This may include physical violence, sexual violence, stalking, and psychological aggression (including coercive tactics) by a current or former intimate partner against the survivor or survivor's kin sharing the residence. Additionally, legal services in divorce and custody cases funded under this award are limited to emergency order assistance, safety planning, client representation in divorce or guardianship proceedings, and other family law matters directly resulting from the victimization. Through acceptance of this award, grantee agrees that reimbursement for divorce and custody-related legal services will be limited to circumstances listed above.

Discrimination

Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the criminal case.

Records

Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

Volunteers

If awarded VOCA funds, applicant agrees to use volunteers to support either the project or other agency-wide services/activities, unless PSO determines that a compelling reason exists to waive this requirement.

Crime Victims' Compensation

Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

Community Efforts

Applicant agrees to promote community efforts to aid crime victims. Applicants should promote, within the community, coordinated public and private efforts to aid crime victims. Coordination efforts qualify an organization to receive these funds, but are not activities that can be supported with these funds.

Civil Rights Information

Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by PSO. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

Victims of Federal Crime

Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

No Charge

Applicant agrees to provide grant-funded services at no charge to victims of crime. Applicants are also prohibited from billing Crime Victims Compensation, private insurance, Medicaid, or Medicare for services provided using VOCA funds.

Effective Services

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. (See "Eligible Organizations" in the Funding Announcement.)

College Campus Confidential Direct Services Providers

All personnel compensated through OOG or match funds are Confidential Direct Service Providers that maintain victim's confidentiality for all case information (written or oral) and share information only at the victim's request and with the victim's informed consent, except when release of information is required by law. Confidential Direct Service Providers compensated with grant funds shall not be required to disclose client or case information to any entity, including a campus Title IX officer or coordinator, except when release of information is required by law. A victim may not be coerced or required to file a report or disclose information regarding their victimization with any entity as a condition of receiving services from a Confidential Direct Service Provider.

Failure to comply with this certification may result in PSO, at its sole discretion, withholding reimbursement on

personnel line items contained in the program budget until satisfactory evidence of compliance is provided.

Compliance with State and Federal Laws, Programs and Procedures

Local Units of Government: 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 PSO and is active until August 31, 2025 or the end of the grant period, whichever is later.

Non-profit Organizations: Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained 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, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements.

Equal Employment Opportunity Plan (EEO Plan)

If awarded, applicant agrees to comply with the Equal Employment Opportunity Program (EEO) requirements per 28 C.F.R. § 42 Subpart E. Agencies may use the EEO Utilization Report Builder to assist with preparing Verification Forms and, if required, Utilization Reports.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Randle Smolarz

Enter the Address for the Civil Rights Liaison:

601 Main Street Texarkana, TX 75501

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

903-735-4800

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.**Project Abstract :**

The Bowie County District Attorney's office currently employs one Victim Assistance Coordinator to manage three District Courts, a County Court at Law, and juvenile cases transferred to District Court. With grant funding, the BCDA would be able to hire two additional VAC's. The 202nd District Court receives half of all felony referrals in Bowie County. The 5th and 102nd District Courts receive 25% respectively. A Victim Assistance Coordinator would be assigned to cover the 202nd District Court, one would cover the 102nd and 5th District Court and one would cover misdemeanor and assist with felony trials.

Problem Statement :

The BCDA employs one VAC to cover three District Courts, County Court at Law and any cases transferred from juvenile court. Services are provided as mandated by statute but additional services could be provided with additional staff. The current system is limiting due to time restraints and other obligations. If the VAC is in trial, intake cases are not entered which causes a delay in contacting victims. If the VAC does not receive complete contact information, time does not always allow to take extra steps to locate the victim, at that moment. If the victim does not respond to attempts to contact, the VAC often does not have time to take extra measures to exhaust all avenues in locating a victim. Cases move quickly. Time does not always allow the ideal number of contacts to be made, only the minimum necessary. As of this submission date, we have not been able to fill the positions allotted for the current fiscal year. The qualified applicants for the position have not been able to accept the salary. With this increase in funds requested this year, we hope to be able to fill the positions and increase the salary a small amount in the upcoming year.

Supporting Data :

The BCDA on average receives 1700 felony referrals each year and 1500 misdemeanor referrals each year. Approximately, 50% of all misdemeanor referrals have a victim, primarily assault/family violence but also theft and criminal mischief. The numbers are similar on felony cases but include such offenses as sexual assault, murder, aggravated robbery, aggravated assault as well as property crimes involving victims. The VAC makes every attempt to make all necessary contacts with victims but often an investigator or the ADA must assist in contacting victims due to the availability of the VAC.

Project Approach & Activities:

Upon intake, all victim contact info is entered by the VAC. Attempts to contact the victim are made at this time. If information is inaccurate, the VAC would have the ability to locate the victim through online database searches or by enlisting the assistance of a DA investigator. All information about CVC, VIS, VINE, etc would be provided to victims upon contact. Victims would have a primary contact person and be given a brief overview of the judicial system and how a case progresses to disposition. Notice would be given about any court appearances and additional notifications would be made for docket appearances, etc. Smaller caseloads would allow VAC's more time to speak with victims about their cases, provide a broader range of services and referrals based on their needs, address any issues or answer questions in a more timely manner. Currently the VAC is often unavailable during trial or in dockets or pre trial meetings for all the courts. The misdemeanor VAC would handle all misdemeanor referrals, protective orders, maintain contact with CPS caseworkers on any cases where a child victim has been removed and assist with felony trials. The felony VAC's will attend all trials in addition to normal VAC duties, including attending dockets and making necessary notifications and referrals.

Capacity & Capabilities:

The BCDA employs six Assistant District Attorneys to cover the 4 courts, appeals, protective orders and child protective cases. There are 5 DA investigators to assist the VAC's in locating victims if traditional means are unsuccessful. The current VAC has been employed with Bowie County for 27 years in various capacities. The VAC previously worked as a probation officer for both adult and juvenile, and holds a Bachelors Degree, in addition to various continuing education credits and training throughout the 28 years of employment. The current VAC will oversee the training of new staff and implementation of a Victim Assistance Program as well

as a review of monthly performance management. There are also support staff to assist with any clerical duties.

Performance Management :

All VAC's will monitor and report monthly, the number of new cases received, cases disposed of, continuing cases, attendance in court for dockets and trials, and submit to the current VAC. Assessments will be given to all disposed cases to monitor the success of the program, areas of concern/improvement and any shortcomings. The current VAC will monitor and contact victims directly to resolve any issues. The current VAC will also train and supervise the additional VAC's and ensure mandated statutes are being met and services provided. Monthly, quarterly and annual data will be maintained by the current VAC.

Target Group :

BCDA provides services to all victims of crime in Bowie County, including but not limited to, the cities of Texarkana, Nash, New Boston, Hooks, and Dekalb, as well as the local school districts that employ their own law enforcement.

Evidence-Based Practices:

Victims of crime in Texas are entitled to certain rights. These rights cannot be met without VAC to monitor the status of a case, notify victims of proceedings, be available to answer questions and attend court hearings and make necessary referrals for a healthy recovery. Crime victims are at risk for experiencing a range of psychological problems including but not limited to Post Traumatic Stress, Depression, Anxiety, substance abuse. Research has shown that access to services and taking an active role in the judicial process lessens the impact of these issues on victims of crime.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

| ACTIVITY | PERCENTAGE: | DESCRIPTION |
|----------------|-------------|---|
| Legal Advocacy | 100.00 | Funded positions will provide legal advocacy for victims of crime in Bowie County. One hundred percent of their time will be used providing direct services to victims of crime. All information pertaining to CVC, VIS, VINE, court appearances, trial dates, testimony, progress of a case from arrest to disposition, and referrals for services will be provided. |

CJD Purpose Areas

| PERCENT DEDICATED | PURPOSE AREA | PURPOSE AREA DESCRIPTION |
|-------------------|--------------|--------------------------|
|-------------------|--------------|--------------------------|

Measures Information

Objective Output Measures

| OUTPUT MEASURE | TARGET LEVEL |
|----------------|--------------|
|----------------|--------------|

| | |
|---|-----|
| Number of survivors assisted through the legal process. | 300 |
| Number of times survivors are accompanied to court. | 100 |
| Number of victims / survivors seeking services who were served. | 300 |
| Number of victims seeking services who were not served. | 50 |

Objective Outcome Measures

| OUTCOME MEASURE | TARGET LEVEL |
|-----------------|--------------|
|-----------------|--------------|

Custom Output Measures

| CUSTOM OUTPUT MEASURE | TARGET LEVEL |
|-----------------------|--------------|
|-----------------------|--------------|

Custom Outcome Measures

| CUSTOM OUTCOME MEASURE | TARGET LEVEL |
|------------------------|--------------|
|------------------------|--------------|

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

Yes

No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

Yes

No

N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

Yes

No

N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2024

Enter the End Date [mm/dd/yyyy]:

9/30/2025

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

3113293

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

68053

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

Yes

No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

3/31/2022

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

I Certify

Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Yes
 No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Yes
 No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

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%.

| 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 | 5 | \$5,200.00 | |
| Child Sexual Abuse | 12 | \$12,480.00 | |
| Domestic and Family Violence | 15 | \$15,600.00 | |
| Child Sexual Assault | 13 | \$13,520.00 | |
| Adult Sexual Assault | 5 | \$5,200.00 | |
| DUI/DWI Crashes | 5 | \$5,200.00 | |
| DUI/DWI Crashes | 5 | \$5,200.00 | |
| Assault | 5 | \$5,200.00 | |
| Adults Molested As Children | 5 | \$5,200.00 | |
| Elder Abuse | 2 | \$2,080.00 | |
| Robbery | 5 | \$5,200.00 | |
| Survivors of Homicide | 10 | \$10,400.00 | |
| Adult Human Trafficking | 1 | \$1,040.00 | |
| Child Human Trafficking | 1 | \$1,040.00 | |
| Other Violent Crimes | 10 | \$10,400.00 | |
| Description: | provide services for victims of stalking, harassment, kidnapping, arson and any other violent crime | | |
| Other Non-Violent Crimes | 6 | \$6,240.00 | |
| Description: | property crimes | | |
| SUM of %'s Sum of % MUST = 100% | 100 | SUM of Funds Sum of Funds MUST = OOG Current Budget | \$104,000.00 |

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

- Intervention with employer, creditor, landlord, or academic institution
- Transportation assistance (includes coordination of services)
- 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.)
- Support groups (facilitated or peer)

Shelter/Housing Services

- 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
- 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 Victimization

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 Victimization

- 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:
\$104,000.00

Other State Funds:
\$0.00

Other Local Funds:
\$26,000.00

Other Federal Funds:
\$0.00

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$130,000.00

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:
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:
3952

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.

Access to volunteers is limited in our community. Other agencies that provide services for victims utilize volunteers but our agency does not at this time. We do not have the staff, space or resources available to properly vet potential volunteers that would have access to confidential information pertaining to criminal behavior.

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

Yes

No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

Yes

No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
- No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
 No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
 No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
 No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/% |
|-----------|----------------|--|-------------|-------------|---------------|--------|-------------|--------|
| Personnel | Court Advocate | Victim Assistance Coordinator #1 VACANT. Total salary and fringe \$65,000. This VAC position will perform direct services related to intake, referral for services, updates on case status, court notifications, court accompaniment, assistance with CVC and VIS. This position dedicates 100% of their time to VOCA. | \$52,000.00 | \$13,000.00 | \$0.00 | \$0.00 | \$65,000.00 | 100 |
| Personnel | Court Advocate | Victim Assistance Coordinator #2 VACANT Total salary and fringe \$65,000. this VAC position will perform direct services related to intake, referral for services, updates on case status, court notifications, court accompaniment, assistance with CVC and VIS. This position dedicates 100% of their time to VOCA. | \$52,000.00 | \$13,000.00 | \$0.00 | \$0.00 | \$65,000.00 | 100 |

Source of Match Information

Detail Source of Match/GPI:

| DESCRIPTION | MATCH TYPE | AMOUNT |
|-------------|------------|-------------|
| LEAA | Cash Match | \$26,000.00 |

Summary Source of Match/GPI:

| Total Report | Cash Match | In Kind | GPI Federal Share | GPI State Share |
|--------------|-------------|---------|-------------------|-----------------|
| \$26,000.00 | \$26,000.00 | \$0.00 | \$0.00 | \$0.00 |

Budget Summary Information

Budget Summary Information by Budget Category:

| CATEGORY | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|-----------|--------------|-------------|---------------|--------|--------------|
| Personnel | \$104,000.00 | \$26,000.00 | \$0.00 | \$0.00 | \$130,000.00 |

Budget Grand Total Information:

| OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--------------|-------------|---------------|--------|--------------|
| \$104,000.00 | \$26,000.00 | \$0.00 | \$0.00 | \$130,000.00 |

Condition Of Fundings Information

| Condition of Funding / Project Requirement | Date Created | Date Met | Hold Funds | Hold Line Item Funds |
|--|----------------------------|----------|------------|----------------------|
| Compliance with State and Federal Laws, Programs and Procedures: 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 | 2/13/2024 4:25:24 PM | | Yes | No |

| | | | | |
|---|----------------------------|--|-----|----|
| <p>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 grantees/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 return the 2025 CEO/Law Enforcement Certifications and Assurances Form certifying compliance with federal and state immigration enforcement requirements.</p> | | | | |
| <p>Cybersecurity Training: Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the Cybersecurity Training Certification for State and Local Governments. A copy of the Training Certification must be uploaded to your eGrants application/grant. For more information or to access available training programs, visit the Texas Department of Information Resources Statewide Cybersecurity Awareness Training page.</p> | 2/13/2024 4:25:36 PM | | Yes | No |
| <p>Resolution: Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a resolution electronically using the 'Upload' function in the eGrants system. The resolution must contain the following:</p> <ul style="list-style-type: none"> • Authorization by your governing body for the submission of the application to OOG that clearly identifies the name of the project for which funding is requested; • A commitment to provide all applicable matching funds; • A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update OOG should the official change during the grant period.); and • A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to OOG. | 2/13/2024 4:25:49 PM | | Yes | No |
| <p>Other Condition of Funding. Based on information in the Budget and/or Victim Services tabs, it doesn't appear that volunteers are utilized in supporting grant activities. Please upload a letter to the Upload Files tab detailing why your organization does not use volunteers and explain any circumstances that prohibits the use of volunteers.</p> | 2/26/2024 4:40:22 PM | | Yes | No |

You are logged in as **User Name:** jerryrochelle

Office of Governor – PSO/CJD Applications

RCJAC Scoring Instrument

VOCA

Bowie County

Funding Opportunity: **General Victim Assistance-Direct Services (VOCA)**

Applicant Agency: **Bowie County**

Project Title: **Bowie County District Attorney's Victim Assistance Program**

Application Number: **4823502**

Amount Requested: **\$104,000**

1. Name of RCJAC Member:
 2. Phone Number of RCJAC Member):
-

Conflict of Interest:

The COG's governing body and RCJAC members must abstain from scoring, commenting, and voting on any application, other than a grant application submitted by the COG, during the prioritization process if they, or an individual related within the third degree by consanguinity or within the second degree by affinity, have one or more of the following conflicts of interest.

(Please answer each question)

3. Are you, or an individual related within the third degree by consanguinity or within the second degree by affinity, employed by the applicant agency and works for the unit or division that would administer the grant if awarded? **If answer is yes, RCJAC member cannot score this application and must abstain.**
Yes
No
4. Do you, or an individual related within the third degree by consanguinity or within the second degree by affinity, serve on any governing board that oversees the unit or division that would administer the grant if awarded? **If answer is yes, RCJAC member cannot score this application and must abstain.**
Yes
No
5. Do you, or an individual related within the third degree by consanguinity or within the second degree by affinity, own or control any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency? **If answer is yes, RCJAC member cannot score this application and must abstain.**
Yes
No

6. Will you, or an individual related within the third degree by consanguinity or within the second degree by affinity, receive 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 answer is yes, RCJAC member cannot score this application and must abstain.**

Yes

No

Attendance:

7. Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?

(Maximum 15 Points) _____

Management & Fiscal Capability:

8. If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?

(Maximum 15 Points) _____

Local Priorities:

9. Does the project address at least one local priority for the ATCOG region from the following list?

(Maximum 10 Points) _____

- ❖ 24-hour crisis intervention, legal advocacy, and counseling (staff counselor) to victims of domestic violence, sexual assault, stalking, dating violence, and human/sex trafficking and also provide shelter services and case management to the victims as necessary.
 - ❖ Provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies, thus reducing the trauma experienced by child victims and their non-offending family member when interviewed and provide follow up services.
 - ❖ Legal Advocacy and/or assistance with protective order processing, court accompaniment, as well as assistance with Crime Victims' Compensation (CVC) and Texas Victim Information & Notification Everyday (VINE), in relation to violent crime victims.
 - ❖ Short-term housing assistance for victims of domestic violence and sexual assault, as well as other types of victims.
 - ❖ Educational programs, public awareness, school programs, and community involvement to increase awareness regarding child abuse, neglect, domestic violence, sexual assault, bullying, and dating violence.
-

Documentation of Problem:

10. Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?

(Maximum 10 Points) _____

11. Does the supporting data validate the problem within the proposed target area?

(Maximum 10 Points) _____

Cost and Program Effectiveness:

- 12. Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project? (Maximum 10 Points) _____
 - 13. Are the budget line items eligible and essential to meeting the goals of the project?
(Maximum 10 Points) _____
 - 14. Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results? (Maximum 10 Points) _____
 - 15. Does the project document coordinated collaboration with other agencies and/or organizations? (Maximum 10 Points) _____
-

16. Enter any comments you have regarding this application/project here:

| |
|---|
| Comments: |
|---|

17. By entering your RCJAC member code below, you are certifying that the above scores are your own. _____

(Each RCJAC member should have received his/her confidential code in the scoring packet email.)

Funding Opportunity: Victims of Crime Act Funding (VOCA)

Agency Name: Bowie County

Grant/App: 4823502 **Start Date:** 10/01/2024 **End Date:** 9/30/2025

Project Title: Bowie County District Attorney's Victim Assistance Program

CJD Requested Amount: \$104,000 (1-YEAR TOTAL BUDGET AMOUNT)

Counties within Project's Impact Area (within ATCOG Region):

Bowie

Narrative Information

Project Abstract:

The Bowie County District Attorney's office currently employs one Victim Assistance Coordinator to manage three District Courts, a County Court at Law, and juvenile cases transferred to District Court. With grant funding, the BCDA would be able to hire two additional VAC's. The 202nd District Court receives half of all felony referrals in Bowie County. The 5th and 102nd District Courts receive 25% respectively. A Victim Assistance Coordinator would be assigned to cover the 202nd District Court, one would cover the 102nd and 5th District Court and one would cover misdemeanor and assist with felony trials.

Problem Statement :

The BCDA employs one VAC to cover three District Courts, County Court at Law and any cases transferred from juvenile court. Services are provided as mandated by statute but additional services could be provided with additional staff. The current system is limiting due to time restraints and other obligations. If the VAC is in trial, intake cases are not entered which causes a delay in contacting victims. If the VAC does not receive complete contact information, time does not always allow to take extra steps to locate the victim, at that moment. If the victim does not respond to attempts to contact, the VAC often does not have time to take extra measures to exhaust all avenues in locating a victim. Cases move quickly. Time does not always allow the ideal number of contacts to be made, only the minimum necessary. As of this submission date, we have not been able to fill the positions allotted for the current fiscal year. The qualified applicants for the position have not been able to accept the salary. With this increase in funds requested this year, we hope to be able to fill the positions and increase the salary a small amount in the upcoming year.

Supporting Data :

The BCDA on average receives 1700 felony referrals each year and 1500 misdemeanor referrals each year. Approximately, 50% of all misdemeanor referrals have a victim, primarily assault/family violence but also theft and criminal mischief. The numbers are similar on felony cases but include such offenses as sexual assault, murder, aggravated robbery, aggravated assault as well as property crimes involving victims. The VAC makes every attempt to make all necessary contacts with victims but often an investigator or the ADA must assist in contacting victims due to the availability of the VAC.

Project Approach & Activities:

Upon intake, all victim contact info is entered by the VAC. Attempts to contact the victim are made at this time. If information is inaccurate, the VAC would have the ability to locate the victim through online database searches or by enlisting the assistance of a DA investigator. All information about CVC, VIS, VINE, etc would be provided to victims upon contact. Victims would have a primary contact person and be given a brief overview of the judicial system and how a case progresses to disposition. Notice would be given about any court appearances and additional notifications would be made for docket appearances, etc. Smaller caseloads would allow VAC's more time to speak with victims about their cases, provide a broader range of services and referrals based on their needs, address any issues or answer questions in a more timely manner. Currently the VAC is often unavailable during trial or in dockets or pre trial meetings for all the courts. The misdemeanor VAC would handle all misdemeanor referrals, protective orders, maintain contact with CPS caseworkers on any cases where a child victim has been removed and assist with felony trials. The felony VAC's will

attend all trials in addition to normal VAC duties, including attending dockets and making necessary notifications and referrals.

Capacity & Capabilities:

The BCDA employs six Assistant District Attorneys to cover the 4 courts, appeals, protective orders and child protective cases. There are 5 DA investigators to assist the VAC's in locating victims if traditional means are unsuccessful. The current VAC has been employed with Bowie County for 27 years in various capacities. The VAC previously worked as a probation officer for both adult and juvenile, and holds a Bachelors Degree, in addition to various continuing education credits and training throughout the 28 years of employment. The current VAC will oversee the training of new staff and implementation of a Victim Assistance Program as well as a review of monthly performance management. There are also support staff to assist with any clerical duties.

Performance Management:

All VAC's will monitor and report monthly, the number of new cases received, cases disposed of, continuing cases, attendance in court for dockets and trials, and submit to the current VAC. Assessments will be given to all disposed cases to monitor the success of the program, areas of concern/improvement and any shortcomings. The current VAC will monitor and contact victims directly to resolve any issues. The current VAC will also train and supervise the additional VAC's and ensure mandated statutes are being met and services provided. Monthly, quarterly and annual data will be maintained by the current VAC.

Target Group :

BCDA provides services to all victims of crime in Bowie County, including but not limited to, the cities of Texarkana, Nash, New Boston, Hooks, and Dekalb, as well as the local school districts that employ their own law enforcement.

Evidence-Based Practices:

Victims of crime in Texas are entitled to certain rights. These rights cannot be met without VAC to monitor the status of a case, notify victims of proceedings, be available to answer questions and attend court hearings and make necessary referrals for a healthy recovery. Crime victims are at risk for experiencing a range of psychological problems including but not limited to Post Traumatic Stress, Depression, Anxiety, substance abuse. Research has shown that access to services and taking an active role in the judicial process lessens the impact of these issues on victims of crime.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Project Activities Information

Selected Project Activities:

| ACTIVITY | PERCENTAGE: | DESCRIPTION |
|----------------|-------------|---|
| Legal Advocacy | 100.00 | Funded positions will provide legal advocacy for victims of crime in Bowie County. One hundred percent of their time will be used providing direct services to victims of crime. All information pertaining to CVC, VIS, VINE, court appearances, trial dates, testimony, progress of a case from arrest to disposition, and referrals for services will be provided. |

Measures Information

Objective Output Measures

| OUTPUT MEASURE | TARGET LEVEL |
|---|---------------------|
| Number of survivors assisted through the legal process. | 300 |
| Number of times survivors are accompanied to court. | 100 |
| Number of victims / survivors seeking services who were served. | 300 |
| Number of victims seeking services who were not served. | 50 |

Objective Outcome Measures

| OUTCOME MEASURE | TARGET LEVEL |
|------------------------|---------------------|
|------------------------|---------------------|

Custom Output Measures

| CUSTOM OUTPUT MEASURE | TARGET LEVEL |
|------------------------------|---------------------|
|------------------------------|---------------------|

Custom Outcome Measures

| CUSTOM OUTCOME MEASURE | TARGET LEVEL |
|-------------------------------|---------------------|
|-------------------------------|---------------------|

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 yearType 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 | 5 | \$5,200.00 |
| Child Sexual Abuse | 12 | \$12,480.00 |
| Domestic and Family Violence | 15 | \$15,600.00 |
| Child Sexual Assault | 13 | \$13,520.00 |
| Adult Sexual Assault | 5 | \$5,200.00 |
| DUI/DWI Crashes | 5 | \$5,200.00 |
| DUI/DWI Crashes | 5 | \$5,200.00 |
| Assault | 5 | \$5,200.00 |
| Adults Molested As Children | 5 | \$5,200.00 |
| Elder Abuse | 2 | \$2,080.00 |
| Robbery | 5 | \$5,200.00 |
| Survivors of Homicide | 10 | \$10,400.00 |
| Adult Human Trafficking | 1 | \$1,040.00 |
| Child Human Trafficking | 1 | \$1,040.00 |

| | | | |
|------------------------------------|---|--|--------------|
| Other Violent Crimes | 10 | \$10,400.00 | |
| Description: | provide services for victims of stalking, harassment, kidnapping, arson and any other violent crime | | |
| Other Non-Violent Crimes | 6 | \$6,240.00 | |
| Description: | property crimes | | |
| SUM of %'s Sum of % MUST = 100% | 100 | SUM of Funds Sum of Funds MUST = OOG Current Budget | \$104,000.00 |

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

- Intervention with employer, creditor, landlord, or academic institution
- Transportation assistance (includes coordination of services)
- 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.)
- Support groups (facilitated or peer)

Shelter/Housing Services

- 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
- 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:
\$104,000.00

Other State Funds:
\$0.00

Other Local Funds:
\$26,000.00

Other Federal Funds:
\$0.00

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$130,000.00

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:
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:
3952

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.

Access to volunteers is limited in our community. Other agencies that provide services for victims utilize volunteers but our department does not.

Budget Details Information

Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/% |
|-----------|----------------|--|-------------|-------------|---------------|--------|-------------|--------|
| Personnel | Court Advocate | Victim Assistance Coordinator #1 VACANT. Total salary and fringe \$65,000. This VAC position will perform direct services related to intake, referral for services, updates on case status, court notifications, court accompaniment, assistance with CVC and VIS. This position dedicates 100% of their time to VOCA. | \$52,000.00 | \$13,000.00 | \$0.00 | \$0.00 | \$65,000.00 | 100 |
| Personnel | Court Advocate | Victim Assistance Coordinator #2 VACANT Total salary and fringe \$65,000. this VAC position will perform direct services related to intake, referral for services, updates on case status, court notifications, court accompaniment, assistance with CVC and VIS. This position dedicates 100% of their time to VOCA. | \$52,000.00 | \$13,000.00 | \$0.00 | \$0.00 | \$65,000.00 | 100 |

Source of Match Information

Detail Source of Match/GPI:

| DESCRIPTION | MATCH TYPE | AMOUNT |
|-------------|------------|-------------|
| LEAA | Cash Match | \$26,000.00 |

Summary Source of Match/GPI:

| Total Report | Cash Match | In Kind | GPI Federal Share | GPI State Share |
|---------------------|-------------------|----------------|--------------------------|------------------------|
| \$26,000.00 | \$26,000.00 | \$0.00 | \$0.00 | \$0.00 |

Budget Summary Information

Budget Summary Information by Budget Category:

| CATEGORY | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|-----------------|--------------|-------------------|----------------------|------------|--------------|
| Personnel | \$104,000.00 | \$26,000.00 | \$0.00 | \$0.00 | \$130,000.00 |

Budget Grand Total Information:

| OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--------------|-------------------|----------------------|------------|--------------|
| \$104,000.00 | \$26,000.00 | \$0.00 | \$0.00 | \$130,000.00 |

Snapshot Description: Application - Reviewed by Programs
Created: 2/22/2024 4:08:17 PM

Agency Name: Domestic Violence Prevention Inc
Grant/App: 2907008 **Start Date:** 10/1/2024 **End Date:** 9/30/2025
Fund Source: VA-Victims of Crime Act Formula Grant Program
Project Title: Comprehensive Victim Restoration Program
Status: Application - Program Review **Fund Block:** 2023

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17516886896000

Application Eligibility Certify:

Created on:12/29/2023 11:38:54 AM By:Misty Jennings

Profile Information

Applicant Agency Name: Domestic Violence Prevention Inc
Project Title: Comprehensive Victim Restoration Program
Division or Unit to Administer the Project: Program Division
Address Line 1: 424 Spruce Street
Address Line 2:
City/State/Zip: Texarkana Texas 75501-5531
Start Date: 10/1/2024
End Date: 9/30/2025

Regional Council of Governments(COG) within the Project's Impact Area: Ark-Tex Council of Governments
Headquarter County: Bowie
Counties within Project's Impact Area: Bowie,Cass

Grant Officials:

Authorized Official

Name: James Roberts
Email: james@dvptxk.org
Address 1: 424 Spruce St.
Address 1:
City: Texarkana, Texas 75501
Phone: 903-794-4000 Other Phone:
Fax:
Title: Mr.
Salutation: Mr.
Position: Executive Director

Financial Official

Name: Cassie Thomas
Email: cassie@dvptxk.org
Address 1: 424 Spruce St
Address 1:
City: Texarkana, Texas 75501
Phone: 903-794-4000 Other Phone:
Fax: 903-792-2924
Title: Ms.
Salutation: Ms.
Position: Administrative Assistant

Project Director

Name: Misty Jennings
Email: misty@dvptxk.org
Address 1: 424 Spruce St.
Address 1:
City: Texarkana, Texas 75501
Phone: 903-794-4000 Other Phone: 903-949-9240
Fax: 903-792-1029
Title: Ms.
Salutation: Ms.
Position: Program Director

Grant Writer

Name: Misty Jennings
Email: misty@dvptxk.org
Address 1: 424 Spruce St.
Address 1:
City: Texarkana, Texas 75501
Phone: 903-794-4000 Other Phone: 903-949-9240
Fax: 903-792-1029
Title: Ms.
Salutation: Ms.
Position: Program Director

Grant Vendor Information

Organization Type: Nonprofit Corporation (tax exempt)
Organization Option: applying to provide direct services to victims only
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17516886896000
Unique Entity Identifier (UEI): LQGLD5APAJN6

Narrative Information

Introduction

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:

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

Program-Specific Questions

Culturally Competent Victim Restoration

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.

Provide information in this section regarding how your organization is culturally competent when providing services to victims.

Domestic Violence Prevention, Inc., hereinafter known as DVP, is assuring that cultural knowledge and sensitivity is used with our victims by employing a racially and culturally diverse staff. Our staff members bring a wealth of knowledge on differing cultures and backgrounds to the agency. We provide access to a bi-lingual advocates and work with The Texas Civil Rights Project to address language barriers and immigration issues. A cultural sensitivity file is kept for reference on traditions, holidays, celebrations and customs for the varying backgrounds of the domestic violence and sexual assault victims we serve. Additionally, DVP holds cultural sensitivity trainings to update staff on changes in laws and improvements to programs that should be implemented due to impediments in services our victims may have faced from differences in culture, race, religion, socioeconomic status, and/or any other facet that may surround an individual's unique culture and ethnicity. The most important tool for competent victim restoration, however, is the use of self-identified victim needs. Addressing needs in this manor allows DVP to provide individualized victim services that are on a case-by-case basis to ensure that DVP staff recognize and can strive to meet the unique needs, feelings, ideas, and barriers that each victim may be facing.

Culturally Specific and Underserved Populations

Following are relevant definitions needed to answer this question.

- Underserved populations means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.
- Culturally specific means the program is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g)).
- Racial and ethnic minority group means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.
- Hispanic means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

Does your program have a primary focus on serving a culturally specific population? (The organization must do more than merely provide services to an underserved population or culturally specific group; rather, the organization's primary focus must be on providing culturally competent services designed to meet the specific needs of the target population in order to justify a YES response in the section below.)

Yes
 No

If you answered '**YES**' above, you must explain in the box below how your organization's program is specifically designed to focus on and meet the needs of culturally specific populations. If this item does not apply enter '**N/A**'.

N/A
Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Forensic Medical Examination Payments

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 120 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Confidentiality and Privacy

Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law. Personally identifying information or individual information collected in connection

with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

Activities that Compromise Victim Safety and Recovery

Applicant agrees to not engage in activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

Polygraph Testing Prohibition

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Offender Firearm Prohibition

The applicant certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 18 USC § 992(g)(8) and (g)(9).

Criminal Charges

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, or witness subpoena.

Cybersecurity Training Requirement

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the [Texas Department of Information Resources Statewide Cybersecurity Awareness Training](#) page.

Criminal History Reporting

Entities receiving funds from PSO 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.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. 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 by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's [Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

Immigration Legal Services

PSO prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. PSO will not fund projects that focus primarily on immigration legal services and do not provide a significant level of other types of victim services.

Legal Representation in Divorce and Custody Cases

PSO limits eligibility for legal representation in divorce and custody cases to circumstances where the survivor has been directly victimized by intimate partner violence (IPV) within the last six (6) months. This may include physical violence, sexual violence, stalking, and psychological aggression (including coercive tactics) by a current or former intimate partner against the survivor or survivor's kin sharing the residence. Additionally, legal services in divorce and custody cases funded under this award are limited to emergency order assistance, safety planning, client representation in divorce or guardianship proceedings, and other family law matters directly resulting from the victimization. Through acceptance of this award, grantee agrees that reimbursement for divorce and custody-related legal services will be limited to circumstances listed above.

Discrimination

Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the criminal case.

Records

Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

Volunteers

If awarded VOCA funds, applicant agrees to use volunteers to support either the project or other agency-wide services/activities, unless PSO determines that a compelling reason exists to waive this requirement.

Crime Victims' Compensation

Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

Community Efforts

Applicant agrees to promote community efforts to aid crime victims. Applicants should promote, within the community, coordinated public and private efforts to aid crime victims. Coordination efforts qualify an organization to receive these funds, but are not activities that can be supported with these funds.

Civil Rights Information

Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by PSO. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

Victims of Federal Crime

Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

No Charge

Applicant agrees to provide grant-funded services at no charge to victims of crime. Applicants are also prohibited from billing Crime Victims Compensation, private insurance, Medicaid, or Medicare for services provided using VOCA funds.

Effective Services

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. (See "Eligible Organizations" in the Funding Announcement.)

College Campus Confidential Direct Services Providers

All personnel compensated through OOG or match funds are Confidential Direct Service Providers that maintain victim's confidentiality for all case information (written or oral) and share information only at the victim's request and with the victim's informed consent, except when release of information is required by law. Confidential Direct Service Providers compensated with grant funds shall not be required to disclose client or case information to any entity, including a campus Title IX officer or coordinator, except when release of information is required by law. A victim may not be coerced or required to file a report or disclose information regarding their victimization with any entity as a condition of receiving services from a Confidential Direct Service Provider.

Failure to comply with this certification may result in PSO, at its sole discretion, withholding reimbursement on personnel line items contained in the program budget until satisfactory evidence of compliance is provided.

Compliance with State and Federal Laws, Programs and Procedures

Local Units of Government: 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 PSO and is active until August 31, 2025 or the end of the grant period, whichever is later.

Non-profit Organizations: Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained 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, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements.

Equal Employment Opportunity Plan (EEO Plan)

If awarded, applicant agrees to comply with the Equal Employment Opportunity Program (EEO) requirements per 28 C.F.R. § 42 Subpart E. Agencies may use the EEO Utilization Report Builder to assist with preparing Verification Forms and, if required, Utilization Reports.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Roberts

Enter the Address for the Civil Rights Liaison:

424 Spruce Street Texarkana, TX 75501

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

9037944000

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract :

Domestic Violence Prevention, Inc. (DVP) has served victims of domestic violence for over 40 years, and employs 12 staff members, through this grant, who are devoted to serving victims of domestic violence and sexual assault (inclusive of those facing dual victimizations). This project will allow our agency to continue services for victims who reside in Bowie and Cass Counties, Texas, a service area that carries more reported cases of family violence than all other counties combined in our ATCOG region (TX Crime Analysis, 2019). On average our agency provides face-to-face services to 800 victims from this service area. These grant funds allowed us to provide legal, residential, outreach, counseling, and restorative services to each of these primary and secondary victims served. In addition, we assisted 7,532 people through our crisis lines. The majority of the communities, in the two counties, are very rural with a combined poverty rate of 16 percent, above the average for Texas which is listed as 14 percent (US Census Bureau, 2024). This project allows us to provide community-based outreach services including legal advocacy and court accompaniment, attorney assistance, relocation assistance, community coordination through MOU's and community relationships, education, crisis intervention, 24/7 safety planning and hotlines, advocacy and emotional support, transportation, shelter and housing/relocation assistance, professional counseling and support group, and training. By providing these services, DVP can assist victims by responding to their emotional and physical needs with a culturally sensitive, victim-identified-needs approach. Overall, this project allows our agency to overcome the barriers faced by our clients and ensure comprehensive victim restoration is attained. We achieve this by providing residential and outreach services to rural and underserved populations, maintaining the availability of staff to devote more time to case management for clients, providing improved program management for residential and non-residential programs, providing access to an onsite Licensed Professional Counselor (LPC) to ensure the emotional needs of victims do not go unmet, as well as providing a reliable source of transportation to ensure clients meet the appointments necessary to become successfully safe and independent. By including the position of Social Service Specialist in this project, we can continue to put more of a focus on increasing, as well as strengthening community relationships and by including a Victim Outreach Advocate, we can provide outreach education to our communities ensuring that the victims of our communities are aware of domestic violence and sexual assault dynamics and what resources are available for them. These efforts allow our services to be met with coordinated efforts from our communities and increase the success rates for the victims we serve. The goal of this project is to increase the overall safety, recovery, and legal protection for victims in the counties of Bowie and Cass and provide residential and non-residential services that are victim-centered, trauma-informed, and available to all. All services and assistance provided through this grant are provided directly to victims of domestic violence and sexual assault to speed their recovery and aid them through the criminal justice process.

Problem Statement :

According to the most recent Texas DPS crime statistics report, there were 2,043 reported cases of family violence and sexual assault in Bowie and Cass Counties in 2019. Nearly half of these reports were family violence alone, almost 100 higher than all of counties in our region combined. These numbers are based on the most recent available data, but the next years' report showed an increase of 8.1% in family violence instances in 2021. These crimes are typically very under-reported, and through our own data, we know that

the majority of the victims we served did not call the police, and most have never contacted law enforcement. According to most recent TCFV State Plan info, research has consistently shown that only 10-25% of survivors of family violence will ever access services. This expresses the importance we have in providing increasing services and awareness of services in our already highly reported counties. With a combined population of 123,271 (2019 US Census Bureau), a large portion of the communities in the two counties are very rural with a very high overall poverty rate of 16 percent (estimated), above the national and state average, which currently stands at 14% (US Census Bureau, 2024, welfareinfo.org). A majority of the victims who reside in these rural, low-income areas are victims who, because of poverty, minority and/or disability status, as well as a lack of knowledge or fear of law enforcement and the legal system, are at risk for not seeking out and/or following through with the services necessary to stabilize their lives after victimization. Both Bowie and Cass Counties' populations have even higher poverty rates among minorities, people with disabilities, and women with children. The low socioeconomic status among these groups has been related to increased exposure to, and greater severity of violence with inequalities in access to resources, especially among women. By providing community-based outreach services, crisis intervention, 24/7 safety planning, transportation, and shelter, DVP can assist these victims by responding to their emotional and physical needs with a culturally sensitive, victim-identified-needs approach. This approach places the victims back in control of their lives and emboldens them to follow through with the legal system, as well as providing the resources to gain any governmental assistance that is available to them. One challenge for our agency in meeting this need has been the availability of advocates to cover the service area in which we had 800 victims for the 21-22 grant year and spans 1,894 square miles. Having this availability of advocates for both outreach and shelter, allows us to better focus on each victim and work to ensure stability and restoration is attained. This challenge has been exacerbated this past grant year, due to funding shortages requiring staff lay-offs. The staff and activities employed by this project allows DVP to overcome this challenge, by providing legal support and advocacy including court accompaniment, attorney as needed, 24/7 crisis lines and an emergency shelter for victims and their children with included support services, case management, immigration assistance, transportation, legal advocacy, support groups, relocation assistance, child care, individual counseling/therapy, a children's program focused on peaceful conflict resolution and emotional understanding, help with any available benefits such as TANF, SNAP, CVC, and applying for housing or housing assistance. Another challenge for DVP is having limited staff, support staff, and operating expenses to thoroughly meet each victim's need after they enter our shelter. In 2020, the average household yearly income for shelter residents from Bowie and Cass Counties was reported to us as \$5,729, with 83.6% being unemployed (2020 DVP Stats). In addition, our emergency shelter is the only one available in our service area, and only one of three that service the NE region, with the other two being between 65-120 miles away. Because of this, it is vital for DVP to offer our shelter to those in search of safety and provide capable case management to assist victims in building safe, independent lives. This project provides the staff required to ensure this challenge is overcome. It will also assist with operating expenses, so the shelter can provide services to meet each individual victim's self-identified needs and further ensure that all victims in our service area have an equal opportunity at receiving the services that are made readily available. The victim assistance requested in this grant will help to assist clients who are ready to live independently but need the initial assistance to obtain housing, as well as other critical needs such as Driver's License and Birth Certificates. We are the only agency in our service area providing these victims with housing/relocation assistance of this kind.

Supporting Data :

Bowie and Cass Counties have an estimated population of 123,271 (2019 US Census Bureau) and had 2,043 reported cases of domestic violence and sexual assault in 2019 (TX DPS Crime Analysis 2019). As previously stated, domestic violence victims seldom report. According to NACDV, approximately 45% of victims do not report the violent events to the police, because they believe they will not help them. Others do not report because of fear of the police, or fear of getting arrested for past legal issues. Because of this, we know that the rates of family violence are much higher than reported by Texas DPS and know that the services we provide are crucial for victims, especially since we serve more victims than any other county in our region. Our services are trauma-informed so that victims are not re-victimized by going through the system alone. We are here to advocate on their behalf and ensure their fears are calmed and they are in turn empowered to take control of their lives. The median family income for the two counties according to the 2019 U.S. Census Bureau, averages at \$47,506 however the average income for the victims DVP served from these two counties during the 20-21 grant year, was less than \$13,000 including abuser income. Of that total, nearly half of these victims report \$0 or less than \$4,999 per year. Many of the victims we serve, 58.4%, are unemployed and thus typically have no or extremely limited income once they leave the relationship (DVP victim statistics 2020). These numbers are even higher for those seeking shelter; 83.6% are unemployed, 40% reported \$0 income, and 31% reported making less than \$4,999 per year. The average income for our shelter residents in 2020 is less than \$5,000 (DVP Database, 2020). These statistics make the percent of clients below the poverty level at nearly 100%. Studies suggest that women of low-income (low socioeconomic status) exhibit higher rates of violent victimization than their more affluent counterparts, up to 65% for women on welfare

(Cunradi, Caetano, & Schafer, 2012). Many times, a victim will stay in the relationship due to financial and/or legal fears such as being homeless, not being able to provide for her children or losing custody because of financial inequality, and/or lack of transportation. In addition, "The Texas Council on Family Violence" also shows Bowie County having a rent burden (32.5% of total income earned) that is significantly higher than the state average (29.3%). This presents a problem when the victim attempts to leave a relationship where she relies on the abuser's income. According to *Regaining Balance* by TCFV, 71.4% of survivors interviewed for the Texas State Plan on Domestic Violence needed help finding housing, and 90.1% of survivors interviewed experienced homelessness at least once after escaping domestic violence (45% had been homeless twice due to domestic violence). These statistics express a crucial need for our emergency shelter and relocation assistance which provides safety and security, as well as a need for advocates and outreach services that are within a close proximity to rural communities. Our advocates can assist victims in overcoming fears and barriers by assisting with transportation to safety and/or court, securing employment and housing, and assisting with filing legal documents, providing an attorney, court accompaniment, or simply by helping navigate the legal system. In addition, we are the only domestic violence shelter available to our service area of Bowie and Cass Counties, as well as only one of three emergency shelters in the entire NE Texas region. The other two domestic violence shelters are up to 120 miles away. These statistics show a clear need for DVP services that are readily available to the counties that carry the majority of the reported cases in the entire region; and provided in a way that reaches victims who because of poverty and lacking access to resources, or fear due to a lack of knowledge of the legal system are in desperate need of shelter, legal advocacy, crime victims comp benefits, as well as the many other services offered by DVP. Our agency hopes to serve over 850 domestic violence and sexual assault victims from Bowie and Cass Counties through this grant this year, with over 160 of those being housed in our shelter. Funding from previous grant cycles has allowed our numbers to increase, and this continuation of funding will allow us to continue successfully meeting victims' needs by providing the essential staff and resources to successfully reach the victims in Bowie and Cass Counties. Unfortunately, because of funding cuts these past 2 years, we were forced to close our Cass County office last year, and after laying off crucial positions we have found it difficult to meet our once easy target. Our advocates are now struggling with a heavy workload. I am hopeful that this year we will be able to fully fund our program for the first time in years.

Project Approach & Activities:

This project allows our agency to overcome the challenges it faces and to solve the before mentioned problems, by continuing the services available to victims in our service area, by providing shelter and outreach services to rural, and underserved populations, and by providing program management for residential and non-residential programs and community coordination and education. This project provides funding for our Shelter Director, a Shelter Advocate, a Legal Advocate, and Intake Coordinator to provide services to victims of Bowie and Cass Counties, and Cass County Advocate to provide services to victims as well as build community relationships in Cass County. Also funded are two Program Directors who provide direct victim service, in addition to program oversight and coordination (one of these positions is also our dedicated CPS Liaison), an onsite Licensed Professional Counselor to ensure the emotional needs of victims do not go unmet, a Social Service Specialist to build community relationships (including volunteer support) and improve the coordinated effort in serving victims, and a Victim Outreach Advocate to provide overall community education in schools (such as bullying and dating violence), community centers, and other public forums in an attempt to increase knowledge and access to services for victims. This grant also provides funds to assist with the supplies and operating expenses required for our offices and emergency shelter, including funds for client assistance and relocation. It provides attorney fees to assist with obtaining orders of protection and a portion of our administrative costs so that our agency can properly manage grant funds and project implementation. Transportation costs such as gas and oil changes, as well as bus tickets and taxi fares are funded so that advocates can ensure victims meet court, medical, employment, or housing appointments. In order to provide victim services in rural areas, DVP must maintain outreach offices and advocates in those areas. The Cass County Advocate, housed in our Cass County outreach office, will provide victims with legal advocacy, assistance with filing Orders of Protection, provide court accompaniment and assistance with the legal system, as well as crisis intervention, case management, safety planning, and transportation. This position will improve the victim service availability score of 4.5 out of 8, that is reported on the "The Council on Family Violence" (TCFV) website for Cass County, Texas. This is accomplished by increasing awareness of services, and providing transportation to victims who need shelter and/or other services. The Shelter Advocate will be responsible for answering hotline calls, completing intakes, and setting appointments, and may travel to other office locations to assist with the high-work load experienced by other advocates. The Shelter Director is housed at our emergency shelter and provides direct services, in addition to managing staff, ensuring all database entries are correct, and ensuring all shelter needs are met. The Legal Advocate is housed at our Bowie County Main Office and provides direct services including PO assistance and court accompaniment to outreach victims. These positions will provide comprehensive services to clients in the form of crisis intervention, court accompaniment, case management, information & referrals, transportation, crisis

call support, emotional support and advocacy to ensure that every victim has an equal chance at recovery and restoration. They will be responsible for ensuring that each victim has been provided with all the tools and information required for safe, independent living. Funding two Program Directors, one residential and one non-residential, will ensure that each program is managed and performing effectively and efficiently, that data collected is entered and reported correctly, and that all activities performed are within grant guidelines. These positions provide direct victim service as needed day-to-day. These grant activities allow DVP to meet our Local Community Plan priorities which are to provide 24 hour crisis intervention, legal advocacy and counseling to victims of domestic violence, sexual assault, stalking and dating violence and other victims of violent crimes, and also provide shelter services and case management to the victims as necessary; provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies; legal advocacy and/or assistance with protective order processing, court accompaniment, Crime Victims' Compensation (CVC) and Texas VINE; short-term housing assistance for victims of domestic violence and sexual assault; and educational programs, public awareness, community involvement to increase awareness for child abuse, neglect, domestic violence & sexual assault, bullying and dating violence.

Capacity & Capabilities:

Domestic Violence Prevention (DVP) was first organized in August 1979, and was run solely by volunteers. In June of 1980, the organization began providing shelter and 24-hour crisis intervention for victims. In 1982, DVP was able to employ its first paid staff member. We have grown greatly in the last 40+ years. Today we are comprised of 20 staff members and provide services to ten counties, two in Texas and eight in Arkansas. During the 20-21 grant year, DVP provided services to 1588 primary and secondary victims. Over half of these victims, 823, were from Bowie and Cass Counties. Our organization now consists of two outreach offices (Cass County, TX & Hempstead County, AR), emergency shelter, a counseling office, and our main office located in Texarkana, TX. We offer 24/7 emergency hotlines, 24/7 crisis intervention, 24/7 emergency shelter with an innovative and very successful children's program focused on breaking the cycle of abuse, safety planning, case management, on-site counseling, advocacy, legal assistance in filing Orders of Protection, legal advocacy along with court system accompaniment, hospital accompaniment with 24/7 on-call advocates for sexual assault, and weekly support groups. We provide training for the community, the judicial system and law enforcement and advocate for needed changes within these systems to protect victims of violence. We are also very active in the community's civic groups and often provide presentations to those and local schools, discussing topics such as healthy relationships, dating violence, and bullying. All direct service staff members are required to complete 18 hours of core training within 6 months of employment. The core courses consist of Basic Advocacy, Dynamics of Domestic Violence, Legal Advocacy, and Professional Ethics. These courses are provided by the Arkansas Coalition Against Domestic Violence and The Texas Counsel on Family Violence (TCFV). After the first year, all direct service employees are required to complete a minimum of 10 CEU's a year, and a renewal ethics course every 2 years. We have worked very hard to ensure that all staff members are not only highly trained, but also highly qualified. Our Executive Director has a master's degree and has been with the organization for over 9 years. Through this project, we also have two Program Directors, one for Residential Services and one for Non-Residential Services. The non-residential Program Director has a Bachelor of Science degree in Psychology and over 10 years' experience working in this field, while the other Program Director has been with the agency for over 10 years. Several of our other staff members are also degreed in their field. In addition to our well trained staff, DVP relies heavily on community volunteers and college interns. During the average year approximately 10 volunteers will provide over 400 hours. All volunteers must complete an 8-hour training course as well as a minimum of 8-hours of shadowing before being able to provide direct services. Clients needing shelter are transported to our agency shelter which holds up to 25 clients. The shelter has seven bedrooms and seventeen beds. A staff of 7 manage the shelter, and provide 24-hour service for intake and assistance, including bilingual assistance when necessary. A children's program and playroom are provided, as are counseling rooms for clients and their children. We have a Licensed Professional Counselor on staff and available for individual therapy and support group facilitation. A 24-hour hotline program is also manned by shelter personnel. The agency has Spanish-speaking staff, as well as hotline numbers for translators in other languages for intakes and interviews, when needed. All clients are allowed to stay as long as necessary to establish a safe residency elsewhere. Non-residential clients are processed through the main office or at any of our two satellite offices. At these locations there are case workers/legal advocates and sexual assault advocates. Non-residential services include protective order processing, legal assistance, case management, safety planning, crisis intervention, and counseling. In 2020, our Texas advocates assisted 228 victims and children in obtaining an order of protection. In total for Texas, 91 orders were filed, and 68 were granted. As with the shelter, translators are provided when needed. Domestic Violence Prevention, Inc. is the agency responsible for carrying out and following through with all activities, documents, and reports for the Comprehensive Victim Restoration project. We will collaborate with local law enforcements, courts, district attorneys, and hospitals in order to provide complete and comprehensive services to all victims, regardless of age, gender, gender identity, disability, race, or ethnicity.

Performance Management :

The goal of the Comprehensive Victim Restoration Project is to increase the overall safety and legal protection for victims, increase the availability of mental health treatment to victims, increase the availability of services to those who reside in rural locations and risk being under-served, as well as to increase awareness and outreach education in our communities, over the course of the grant cycle. The first objective is to 1) increase the availability of services, including legal advocacy, in Bowie and Cass Counties, by funding a Cass County Advocate, Legal Advocate, Shelter Advocate, Intake Coordinator, one Non-Residential Program Director, and by providing funds for Attorney assistance in filing Orders of Protection. According to "The Council on Family Violence", the victim service availability score in Bowie County is 6 out of 8, while in Cass County it is 4.5 out of 8. This expresses a need to increase our outreach efforts in Cass County, while also working harder in Bowie to make the community aware of the available services, as well as ensuring that all services are easily accessible. The efforts made to increase the service availability score will be measured by reporting the number of victims served in both counties, as well as the number of services provided to each client, such as safety planning, crisis intervention, information & referral, support group, court accompaniment, PO's filed/granted, Attorney assistance provided, and personal advocacy. With this grant being a continuation of the previous program, we can say this has been successful. The total number of victims served, and services provided have increased every year this program has been in operation. We hope to continue this success, by continuing this project. The second objective is to 2) increase the availability of mental health treatment to victims. These grant funds allow us to partially fund our already established on-site Licensed Professional Counselor (LPC). This will ensure mental health services are available to the many victims served under Texas VOCA funds. Our LPC is well established with our agency and has made huge strides in overcoming the challenges that victims face in receiving and maintaining therapy services. She has trained specifically on overcoming trauma and working with victims. Mental health and healing is a major factor in victims overcoming their trauma, and with the availability of an on-site LPC our agency can ensure that victim success and restoration is 100% attainable. During the 20-21 grant year, our LPC provided services to 44 primary Texas victims for a total of 431 contacts, and 501 hours of service. The third objective is to 3) improve and increase services offered by our emergency shelter. The Shelter Director and Residential Program Director, will work together to over-see and manage our shelter program and each resident's case, ensuring all victim self-identified needs are met. This will also ensure comprehensive victim restoration is accomplished for the victims and their children residing in our shelter and increase the availability of services offered to victims who are underserved due to poverty, minority and/or disability status, as well as all victims who are in immediate danger and in need of the safety of our shelter. This will be measured by the total number of victims served through shelter services, as well as services offered to each client. Services will include safety planning, crisis intervention, information & referral, support group, and case management/follow up, relocation assistance/client assistance, and transportation. The fourth objective is to 4) increase community awareness and community education. The Social Service Specialist and Victim Outreach Advocate are responsible for building community partnerships and coordinating those partnerships to provide comprehensive services to victims, as well as provide education on dynamics and resources to our communities. Building more, as well as stronger, community partnerships and collaborations is extremely important to the success of our mission. These positions will allow us to be a greater force in our communities, and to increase domestic violence and sexual assault education and awareness activities in an attempt to further identify victims and increase their knowledge of available services. This can be measured by the number of activities held during the reporting period, as well as by the increase in overall victims served. As we are able to spread knowledge throughout our communities, we expect more victims to seek our services. The Comprehensive Victim Restoration Project provides residential and non-residential services that are victim-centered, trauma-informed, comprehensive, and available to all. Client totals and surveys are used to monitor effectiveness of programs.

Target Group :

This project targets primary and secondary victims of domestic violence and sexual assault (inclusive of dual victimizations) from the Texas counties of Bowie and Cass. It has allowed our agency to expand and improve our existing services so that we can better meet the needs of those who seek services. Although DVP serves any presenting victim of this nature, the majority of our clients fall into the low socioeconomic and at-risk underserved population's category. Both counties have extremely high poverty rates with an average of 16% (2020 US Census Bureau), as well as a large number of Non-white, Hispanics. According to The Council on Family Violence (2020) this percentage is 34.82% for Bowie County, and 23.38% for Cass County. By maintaining program managers and an increased number of advocates available through this project, we will continue to provide comprehensive and culturally competent services to those who may be at risk of being underserved. Of the victims served during the 2021 grant year by DVP, in Bowie and Cass Counties, 39% were in a racial and/or cultural minority group and 20% identified a physical, mental/developmental disability, or special need required. In addition to these percentages, the average victim's family income was less than

\$13000 including the abuser's income. Many of the victims which we serve, 58.4% (of the clients who reported), are unemployed and thus typically have no or extremely limited income once they leave a relationship (DVP victim statistics 2021). These numbers are higher for those seeking shelter; 83.6% are unemployed, and nearly all reported a \$0 income. Our services are directed towards each victim's individual needs, and we work to ensure that each victim receives the tools needed for success. DVP works diligently with state and local agencies to ensure the clients' self-identified needs are met and each victim has an equal chance at safety and stability.

Evidence-Based Practices:

The Comprehensive Victim Restoration Project aims to fund necessary program staff and provide a satellite office in order to better serve the victims of Bowie and Cass counties. The majority of the victims that we serve are of low socioeconomic status and live in rural areas. By keeping an increased number of available direct service staff we are better equipped to properly provide services at our shelter, satellite office, counseling office, and main office. The satellite office in Atlanta, TX allows us to be closer to victims in rural areas who may not have transportation, or may face many other barriers in accessing services. According to the American Psychological Association, socioeconomic status (SES), often measured as a combination of education, income, and occupation, affects overall human functioning: our physical and mental health, the neighborhoods in which we live, our daily activities, and our access to resources. Although exposure to violence affects all SES groups, lower SES individuals and families appear to have increased exposure (APA, Violence & Socioeconomic status). Due to the overall low socioeconomic status of both Bowie and Cass Counties, the comprehensive victim restoration project is crucial in helping victims access the resources needed to leave violent homes and be restored from their victim status. The American Psychological Association also suggests that assessing and targeting violence at the community level is especially useful because adjustments at this level often affect a large number of individuals, and targeting the risk and protective factors of violence at the community level will likely engender the greatest change. The activities and methods mentioned before will allow Domestic Violence Prevention, Inc. to provide a large community-level change for the victims residing in Bowie and Cass Counties. Domestic Violence Prevention, Inc. provides services using a victim-centered, trauma-informed approach. This is the same approach used by many government agencies and has proven successful by minimizing re-traumatization associated with the criminal justice process. This is done by providing victim advocates and service providers, and empowering survivors as engaged participants in the process. Our services are provided in a way that empowers the victim to make choices and learn how to take control of their lives. The trauma informed approach includes an understanding of the physical, social, and emotional impact of trauma on an individual, as well as on the agencies and professions who help them. A program that is trauma informed realizes the widespread impact of trauma and understands potential paths for healing; recognizes the signs and symptoms of trauma in staff, clients, and others involved with the system; and responds by fully integrating knowledge about trauma into policies, procedures, practices, and settings. By using these approaches, our agency places priority on the victim's safety and security and on safeguarding against policies and practices that may inadvertently re-traumatize victims. (Federal Strategic Action Plan, 2014) In addition, the National Center on Domestic Violence, Trauma, and Mental Health mentions in the report, *A Systematic Review of Trauma-Focused Interventions for Domestic Violence Survivors* (Warshaw, Sullivan, & Rivera, 2013), that the results of the review indicate that trauma-focused treatments designed for Interpersonal violence survivors hold promise for reducing at least some symptomatology over time. A number of the studies demonstrated that their treatment improved women's PTSD and/or depression symptoms if they completed treatment. Additionally, improvements were often maintained over time (Crespo & Arinero, 2010; D. M. Johnson, et al., 2011; Kaslow, et al., 2010; Kubany, et al., 2003; Kubany, et al., 2004). Additional facts and findings: Browne, Salomon, & Bassuk (1999) found that women who resided in households that earned less than \$10,000 annually had a 4-times-greater risk of experiencing violence than women in wealthier households. Data from the past grant year (2020), shows that the majority of victims served through DVP had household incomes of less than \$10,000 per year. Typically, this household total includes the abuser's income, therefore expressing numbers much less than this value after they leave the relationship. Approximately 77% of all victims served in 2020 were below poverty level. Bassuk et al. (1996) found that homeless mothers reported significantly more severe instances of physical and sexual assault over their lifetime than low-income housed mothers. From this past grant years' data (2020), DVP knows that many victims self-identified as being homeless. After experiencing a violent incident, low-income women who worked 40-hour work weeks had only one-fifth odds of maintaining that full-time status for 6 or more months than women who did not experience violent incidents (Browne et al., 1999). Our services are focused on helping victims overcome this barrier by letting them stay in shelter while working, providing assistance with housing and utilities as needed, transportation, and assisting with groceries, personal care items, diapers, or anything else that might help make their journey to independence a little smoother.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

| ACTIVITY | PERCENTAGE: | DESCRIPTION |
|-------------------------------------|-------------|---|
| Crisis Services | 25.00 | Crisis Services include in-person and telephone services provided to victims. This includes crisis intervention, hotline calls and safety planning. |
| Legal Advocacy | 20.00 | Legal advocacy is provided by advocates and is dedicated to helping victims navigate the legal system. In order to secure orders of protection, temporary ex-parte's, family law issues, and helping to understand victims' rights. Court accompaniment and attorney assistance are provided through legal advocacy as well. Bi-lingual advocate support is provided. |
| Peer Support Groups | 5.00 | Support groups are held on a weekly basis and provide victims with information, resources, and support. Child groups are held at our emergency shelter as needed for secondary victims. These groups focus on peaceful conflict resolution skills and understanding emotions. |
| Professional Therapy and Counseling | 15.00 | An onsite LPC provides one on one professional therapy and support groups to victims who seek services. Victims can continue services for as long as needed/required to establish well-being and safe living. |
| Protective Order Assistance | 15.00 | Advocates and Case Managers provide protective order assistance by helping victims complete paperwork, e-filing necessary documents, and providing court accompaniment. |
| Shelter | 20.00 | Our emergency shelter is open 24/7 and can house up to 25 people at a time. Crisis intervention, safety planning, a children's program, case management, assistance with personal items, employment assistance, housing/relocation assistance, and transportation are provided, Bi-lingual advocate support is also provided when needed. |

CJD Purpose Areas

| PERCENT DEDICATED | PURPOSE AREA | PURPOSE AREA DESCRIPTION |
|-------------------|--------------|--------------------------|
|-------------------|--------------|--------------------------|

Measures Information

Objective Output Measures

| OUTPUT MEASURE | TARGET LEVEL |
|---|--------------|
| Average length of stay in shelter (in days). | 20 |
| Number of counseling hours provided to survivors. | 300 |
| Number of final protective orders granted / obtained. | 25 |

| | |
|---|-----|
| Number of final protective orders requested. | 25 |
| Number of secondary victims / survivors provided shelter. | 53 |
| Number of support group sessions held. | 200 |
| Number of survivors assisted through the legal process. | 150 |
| Number of survivors participating in support groups. | 50 |
| Number of survivors receiving counseling / therapy. | 40 |
| Number of survivors receiving crisis counseling. | 600 |
| Number of temporary protective orders granted / obtained. | 25 |
| Number of temporary protective orders requested. | 25 |
| Number of times survivors are accompanied to court. | 50 |
| Number of victims / survivors provided shelter. | 57 |
| Number of victims / survivors seeking services who were served. | 600 |
| Number of victims seeking services who were not served. | 15 |
| Number of victims who requested shelter. | 300 |

Objective Outcome Measures

| OUTCOME MEASURE | TARGET LEVEL |
|-----------------|--------------|
|-----------------|--------------|

Custom Output Measures

| CUSTOM OUTPUT MEASURE | TARGET LEVEL |
|-----------------------|--------------|
|-----------------------|--------------|

Custom Outcome Measures

| CUSTOM OUTCOME MEASURE | TARGET LEVEL |
|------------------------|--------------|
|------------------------|--------------|

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Any and all personnel that DVP contracts with, through grant funds, will complete a background check and confidentiality agreement. Invoices will document hours worked by contract personnel and is kept at DVP main office. Grounds-upkeep will be scheduled weekly, or otherwise as needed. Work and payments are monitored by Executive Director and Administrative Assistant. Contracts with Thomas & Thomas, to audit financial statements and financial policies, are drafted by themselves and reviewed/signed by the Board and Executive Director. It is renewed yearly at the time the audit begins. James Roberts, Cassie Thomas, and the Board Treasurer, Mary Mathews monitor progress and payments. All contracted personnel will be monitored and managed by the Executive Director to ensure compliance with DVP and grant standards.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

- Yes
 No
 N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

- Yes
 No
 N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2024

Enter the End Date [mm/dd/yyyy]:

9/30/2025

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

704110

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

323662

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

- Yes
 No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
 Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- Yes
 No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- Yes
 No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

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 | 0 | \$0.00 |
| Child Sexual Abuse | 0 | \$0.00 |
| Domestic and Family Violence | 95 | \$334,160.27 |
| Child Sexual Assault | 0 | \$0.00 |
| Adult Sexual Assault | 5 | \$17,587.38 |
| 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 | \$351,747.65 |

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
- Transportation assistance (includes coordination of services)

- Interpreter services
- Victim advocacy/accompaniment to emergency medical care
- 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.)
- Hotline/crisis line counseling
- Individual counseling
- Support groups (facilitated or peer)
- Other therapy (traditional, cultural, or alternative healing
- art, writing, or play therapy
- etc.)
- Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic meds, durable medical equipment, etc.)

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.)
- 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

- 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:
\$351,747.65

Other State Funds:
\$288,934.00

Other Local Funds:
\$0.00

Other Federal Funds:
\$428,405.37

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$640,681.65

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:
20

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:
11336

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:

4

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.

Most of the volunteers that help with our victimization programs come in the form of interns from local Universities. They are not used as match in our current grants. They assist with paperwork and intakes.

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

1979

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

4/3/1985

Enter the Employer Identification Number Assigned by the IRS:

175688689

Enter the Charter Number assigned by the Texas Secretary of State:

50320301

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

Yes
 No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

Yes
 No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

Yes
 No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

Yes
 No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

Yes
 No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

Yes
 No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

Yes
 No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

Yes
 No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

Yes
 No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

Yes
 No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/ % |
|-----------|-------------------------------|--|-------------|------------|---------------|--------|-------------|---------|
| Personnel | Chief Financial Officer (CFO) | Finance Director, Cassie Thomas: Provides program support (HR Management, bookkeeping, Financial Reports, and payroll). Position works 40 hours a week, total salary is \$53,000 plus fringe of \$9926. Position is 40% on this grant for a total of \$25170.40. | \$25,170.40 | \$0.00 | \$0.00 | \$0.00 | \$25,170.40 | 40 |

| | | | | | | | | |
|-----------|---------------------------------------|---|-------------|--------|--------|--------|-------------|----|
| Personnel | Counselor and/or Therapist (licensed) | Licensed Professional Counselor/Case Manager, Samantha Burzynski: LPC provides Professional Counseling to victims who seek her services, as well as facilitates support groups. Meets with Advocates and Shelter Director weekly to discuss cases and victim needs. Position is located in Bowie County Counseling Office. Annual pay is \$44096 with fringe of \$9523.85. Position is 20% on this grant for a total of \$10690.36. | \$10,690.36 | \$0.00 | \$0.00 | \$0.00 | \$10,690.36 | 20 |
| Personnel | Advocate | Outreach Advocate, Shayna Knoll. Provides information and referrals to victims on domestic violence related issues. This position will help victims identify relationship violence dynamics and access needed services. Works with law enforcement and judicial representatives to assess needs in individual cases and works to fill those needs. Position works 40 hrs per week with an annual salary of \$34360.60 with fringe of \$8022.35. Position works 35% on this grant. | \$14,869.83 | \$0.00 | \$0.00 | \$0.00 | \$14,869.83 | 35 |
| Personnel | Advocate | Shelter Advocate, Emily Ramos: provides restorative and comprehensive services to victims of domestic violence including intake, safety planning, crisis intervention, case management, transportation assistance, shelter and/or emergency housing or relocation assistance, medical or court accompaniment, and referrals to group or individual therapy. Also responsible for hotline calls and shelter admissions and intake during shift. Position works 40 hrs per week with yearly pay of \$31969.6 and fringe of \$7806.87. Position works 50% on this grant. | \$19,888.24 | \$0.00 | \$0.00 | \$0.00 | \$19,888.24 | 50 |
| Personnel | Advocate | Cass County Advocate, TBD: Advocate for Cass County Office. This position will do intakes, answer crisis lines, PO Assistance, Court Accompaniment, data entry. Also responsible for maintaining community relationships. Pay is \$15 per hour, for a total annual amount of \$31,200 plus estimated fringe | \$20,220.15 | \$0.00 | \$0.00 | \$0.00 | \$20,220.15 | 50 |

| | | | | | | | | | |
|-----------|---------------------------------------|--|-------------|--------|--------|--------|-------------|----|--|
| | | of \$9,240.30. Position is 50% on this grant for a total amount of \$20,220.15. | | | | | | | |
| Personnel | Advocate | Intake Coordinator, Mariah Mendoza: Position is responsible for answering crisis lines and providing crisis intervention, safety planning, and/or information and referrals as required. Assists new victims with intakes, assesses client needs and assures needs are addressed as soon as possible. Researches and maintains resource lists for victims. Yearly salary is \$29120 with fringe of \$7560.38. Position is 50% on this grant for a yearly total of \$18340. | \$18,340.00 | \$0.00 | \$0.00 | \$0.00 | \$18,340.00 | 50 | |
| Personnel | Advocate | Legal Advocate, Christina Cockrum: Legal Advocate for Bowie County. This position does intakes, answer crisis lines, PO Assistance, Court Accompaniment, data entry. Provides direct service to outreach clients at our Bowie County Main Office. Position is \$34,637.41 with fringe of \$3537.63. Position is 25% on this grant for a total of \$9523.85. | \$9,523.85 | \$0.00 | \$0.00 | \$0.00 | \$9,523.85 | 25 | |
| Personnel | Coordinator | Shelter Director, Amanda Tommie: Manages all shelter staff and oversees all direct service activities provided to shelter residents and their children, as well as hotline calls. Annual pay is \$35568 with fringe of \$8418.13. Position is 50% on this grant for a total of \$21993.07. | \$21,993.07 | \$0.00 | \$0.00 | \$0.00 | \$21,993.07 | 50 | |
| Personnel | Community / Social Service Specialist | Social Service Specialist, Ashley Gardner: responsible for building community partnerships and coordinating those partnerships to provide comprehensive services to victims. Position also recruits interns and volunteers from the community and manages direct service volunteers. Position pays an annual salary of \$40280 with fringe of \$10025.72. Position is 75% funded by this grant. | \$37,729.30 | \$0.00 | \$0.00 | \$0.00 | \$37,729.30 | 75 | |
| Personnel | Executive Director | Executive Director, James Roberts: has oversight of all programs and financials, including this project, and provides direct victim services with regard to custodianship of records in court proceedings, | \$37,371.45 | \$0.00 | \$0.00 | \$0.00 | \$37,371.45 | 50 | |

| | | | | | | | | | |
|---------------------------------------|-------------------|---|-------------|--------|--------|--------|-------------|----|--|
| | | individual advocacy, crisis line coverage and facilitating weekly support group when needed. Total Salary is \$63600 with fringe of \$11142.90. Position is 50% on this grant for a total of \$37371.45. | | | | | | | |
| Personnel | Director | Residential Program Director, Shannon Smith: will assure comprehensive restorative services are provided to shelter clients by service providers and staff. Manages program and staff, and also ensures data is being entered into databases correctly. Provides direct services to residential clients as needed. Pay is salary for 40hrs per week at \$53000 with fringe of \$4976. Position is 50% funded by this grant. | \$28,988.00 | \$0.00 | \$0.00 | \$0.00 | \$28,988.00 | 50 | |
| Personnel | Director | Program Director, Misty Patterson: will assure comprehensive restorative services are provided to outreach clients by service providers and staff. Manages program and staff, and also evaluates program quarterly when completing required reports to ensure victims' needs are being met and grant guidelines are being followed. Provides direct services to non-residential clients as needed. Pay is salary for 40hrs per week at \$53000 with fringe of \$9926. Position is 50% funded by this grant for a yearly total of \$31463. | \$31,463.00 | \$0.00 | \$0.00 | \$0.00 | \$31,463.00 | 50 | |
| Contractual and Professional Services | Attorney | Attorney to assist clients in obtaining Orders of Protection. Attorney assistance is provided through Taylor King Law Firm. Attorney fees are set by and paid to firm at \$200 per hour. Grant will provide 35 hrs of attorney assistance for the year, for a total of \$7000. | \$7,000.00 | \$0.00 | \$0.00 | \$0.00 | \$7,000.00 | 0 | |
| Contractual and Professional Services | Printing Services | Printer/Copier maintenance and repair costs the agency approximately \$400 per month totaling \$4800 per year. Printing costs are also charged through the same company at approximately \$150 per month for an additional \$1800 per year. DVP uses Vanco/Toshiba for these services. 75% of the total expenses are being charged to this grant. | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0 | |

| | | | | | | | | |
|--|---|---|-------------|--------|--------|--------|-------------|---|
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Thomas and Thomas completes our required yearly audit, 990 and 1099's. Yearly audit costs the agency \$15,000 per year, 40% is funded through this grant. \$5000 will be used for accounting services for 990 and 1099's. Total budgeted for Thomas and Thomas expenses is \$11,000. | \$11,000.00 | \$0.00 | \$0.00 | \$0.00 | \$11,000.00 | 0 |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Gusto provides our payroll services and costs the agency \$4000 per year. 45% is being charged to this grant for a yearly total of \$1800. | \$1,800.00 | \$0.00 | \$0.00 | \$0.00 | \$1,800.00 | 0 |
| Contractual and Professional Services | Housekeeping, Custodial, Building, and Grounds-Related Services | Grounds maintenance services will cost the agency approximately \$4704 per year. Services are provided by Jose Rodriquez and include mowing, trimming hedges and trees, edging, raking, and debris removal. Needs vary by month, but costs are approximately \$392 per month. 53% of total expenses are being charged to this grant. | \$2,500.00 | \$0.00 | \$0.00 | \$0.00 | \$2,500.00 | 0 |
| Contractual and Professional Services | Data Processing, Web Site, and/or Programming Services | Computer system maintenance and repair costs approximately \$15,000 per year. Computer and/or data programs maintenance and repair, server maintenance and repair, data back-up and cloud service and repair are provided by DataStandBy. 40% is being charged to this grant for a total of \$6000. | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$6,000.00 | 0 |
| Travel and Training | In-State Incidentals and/or Mileage | Mileage for advocates and/or program directors on grant. Mileage is reimbursed at .52/ mile. Travel is required for direct services such as court accompaniment, legal advocacy, as well as for program management. This grant provides \$1500 for mileage, to be used by staff on this grant. | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0 |
| Supplies and Direct Operating Expenses | Cellular, Fax, Pager, and/or Office Telephone | Cass County Outreach office phone/fax/internet bundle runs the agency \$2400 per year is covered 100% by this grant. Shelter bundle runs the agency \$3400 per year and is covered 50% by this grant. Shelter cell phone for client use runs the agency \$1100 per year and is covered 100% by this grant. Bowie County Office (Main Office) communications runs the agency \$5400 per year and is covered 50% by this grant. | \$8,000.00 | \$0.00 | \$0.00 | \$0.00 | \$8,000.00 | 0 |

| | | | | | | | | | |
|--|--|---|------------|--------|--------|--------|------------|---|--|
| | | Counseling Office communications- Located in Bowie County - runs the agency \$1700 per year and is covered by this grant @50%. Total charged to OOG for this grant year is \$8000. | | | | | | | |
| Supplies and Direct Operating Expenses | Specialized Computer Software (\$5,000 or less per unit) | Funds for computer software. Adobe and Virus protection software costs the agency approximately \$3300 per year. Osnium software is database software used for reporting and service tracking, cost is \$760 per year. 37% is charged to grant. | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0 | |
| Supplies and Direct Operating Expenses | Desktop System and Accessories (\$5,000 or less per unit) | \$2000 will be used to purchase desktop systems and accessories to be used by staff on this grant. 1 desktop with keyboard and mouse and 1 laptop with mouse and carry case. Advocates on grant are required to add client data to databases to maintain grant compliance and reporting. Computers are required for this task. Some advocates require travel to courts in different counties, and a laptop is required for them to keep track of info and also assist with e-filing orders of protection. | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Office Supplies (e.g., paper, postage, calculator) | Office supplies costs the agency approximately \$7000 a year. Supplies to be purchased: paper, pens, binders, envelopes, white-out, staples, hand sanitizer, tissues, paper clips, post-it notes, printer ink, business cards, calendars, planners, and postage. 43% is charged to this grant, for a total of \$3000. | \$3,000.00 | \$0.00 | \$0.00 | \$0.00 | \$3,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Insurance which includes commercial property, commercial general liability, crime and fidelity, professional liability, and business auto. Insurance costs the agency \$23,000 a year. 26% is being charged to this grant, for a total of \$6000. | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$6,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Membership Dues: Membership dues to TCFV help our agency participate in the coordinated effort to meet victim needs. TCFV membership dues run the agency \$3000 a year. Total expense is shared with HHSC @50% . Total charged to grant is \$1500. | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0 | |

| | | | | | | | | |
|--|--|---|-------------|-------------|-------------|--------|-------------|---|
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Client assistance: assistance to be provided to clients served under this grant. Includes drivers license replacement, birth certificate replacement, housing application fees, housing rent and deposit assistance, utilities (including past due amounts) transportation (bus, taxi), prescriptions, short term childcare, client furniture, appliances household items, safety equipment including door locks, alarms, cameras, and short term hotel stays. | \$5,600.00 | \$0.00 | \$0.00 | \$0.00 | \$5,600.00 | 0 |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Match is program expenses donated by the community: Emergency food, clothing, personal care items, school supplies, shoes, and household items given for client use. DVP has \$5 for donated bags of clothing. Other listed items are calculated on an actual cost basis or based on cost of portion donated. DVP has always used donated clothing as a source of match. Typically accepted by grantors is an estimated cost of \$5 per bag. Without knowing an exact worth, \$5 is the general worth of each bag of clothing donated, unless cost is listed on tags and/or receipts. | \$0.00 | \$0.00 | \$48,000.00 | \$0.00 | \$48,000.00 | 0 |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Emergency groceries, shelter groceries, toiletries, and personal care items bought for victims by DVP. Direct victim assistance not paid by this grant. Paid through non-federal cash sources such as local and foundation funds. Foundation funds include FISCH Foundation and United Way grants. | \$0.00 | \$40,000.00 | \$0.00 | \$0.00 | \$40,000.00 | 0 |
| Supplies and Direct Operating Expenses | Electric, Gas, and/or Water / Wastewater | Utilities (gas, electric, water, & waste) are charged as follows: Cass County Outreach Office is charged at 50% and costs the agency approximately \$4500 per year. Shelter utilities are charged at 40% and costs the agency \$6000-electric, \$4000-water, \$2000-gas, & \$2000-waste, yearly. Bowie County Outreach Office (Main Office) is charged at 40% and costs the agency \$3000-electric, \$1000-water, \$1000-gas, & \$2500-waste, yearly. Counseling Office (located in Bowie County) is charged at 50%, and costs the agency a total of \$3000 yearly | \$12,600.00 | \$0.00 | \$0.00 | \$0.00 | \$12,600.00 | 0 |

| | | | | | | | | |
|--|---|---|----------|--------|--------|--------|----------|---|
| | | for utilities (\$2500-electric & \$500-water). Total charged to grant at this time for utilities at all offices is \$12600. | | | | | | |
| Supplies and Direct Operating Expenses | Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage) | Vehicle expenses for agency vehicle only: Oil changes will cost the agency approximately \$250 per year. Fuel is estimated to cost the agency \$120 per month, totaling \$1440 per year. Coverage for incidentals totals \$500 per year. Total charged to this grant for vehicle expenses is \$500. | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 | 0 |

Source of Match Information

Detail Source of Match/GPI:

| DESCRIPTION | MATCH TYPE | AMOUNT |
|--|---------------|-------------|
| Community Donations to agency | In Kind Match | \$48,000.00 |
| Program expenses purchased by agency with FISCH Foundation, United Way, or agency general funds. | Cash Match | \$40,000.00 |

Summary Source of Match/GPI:

| Total Report | Cash Match | In Kind | GPI Federal Share | GPI State Share |
|--------------|-------------|-------------|-------------------|-----------------|
| \$88,000.00 | \$40,000.00 | \$48,000.00 | \$0.00 | \$0.00 |

Budget Summary Information

Budget Summary Information by Budget Category:

| CATEGORY | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--|--------------|-------------|---------------|--------|--------------|
| Contractual and Professional Services | \$33,300.00 | \$0.00 | \$0.00 | \$0.00 | \$33,300.00 |
| Personnel | \$276,247.65 | \$0.00 | \$0.00 | \$0.00 | \$276,247.65 |
| Supplies and Direct Operating Expenses | \$40,700.00 | \$40,000.00 | \$48,000.00 | \$0.00 | \$128,700.00 |
| Travel and Training | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 |

Budget Grand Total Information:

| OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--------------|-------------------|----------------------|------------|--------------|
| \$351,747.65 | \$40,000.00 | \$48,000.00 | \$0.00 | \$439,747.65 |

Condition Of Fundings Information

| Condition of Funding / Project Requirement | Date Created | Date Met | Hold Funds | Hold Line Item Funds |
|---|---------------------|-----------------|-------------------|-----------------------------|
|---|---------------------|-----------------|-------------------|-----------------------------|

You are logged in as **User Name:** Christy Bright ; **UserName:** Cbright * INTERNALUSER

Office of Governor – PSO/CJD Applications

RCJAC Scoring Instrument

VOCA

Domestic Violence Prevention

Funding Opportunity: **General Victim Assistance-Direct Services (VOCA)**

Applicant Agency: **Domestic Violence Prevention, Inc.**

Project Title: **Comprehensive Victim Restoration Program**

Application Number: **2907008**

Amount Requested: **\$351,747.65**

1. Name of RCJAC Member:
 2. Phone Number of RCJAC Member):
-

Conflict of Interest:

The COG's governing body and RCJAC members must abstain from scoring, commenting, and voting on any application, other than a grant application submitted by the COG, during the prioritization process if they, or an individual related within the third degree by consanguinity or within the second degree by affinity, have one or more of the following conflicts of interest.

(Please answer each question)

3. Are you, or an individual related within the third degree by consanguinity or within the second degree by affinity, employed by the applicant agency and works for the unit or division that would administer the grant if awarded? **If answer is yes, RCJAC member cannot score this application and must abstain.**
Yes
No
4. Do you, or an individual related within the third degree by consanguinity or within the second degree by affinity, serve on any governing board that oversees the unit or division that would administer the grant if awarded? **If answer is yes, RCJAC member cannot score this application and must abstain.**
Yes
No
5. Do you, or an individual related within the third degree by consanguinity or within the second degree by affinity, own or control any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency? **If answer is yes, RCJAC member cannot score this application and must abstain.**
Yes
No

6. Will you, or an individual related within the third degree by consanguinity or within the second degree by affinity, receive 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 answer is yes, RCJAC member cannot score this application and must abstain.**

Yes

No

Attendance:

7. Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?

(Maximum 15 Points) _____

Management & Fiscal Capability:

8. If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?

(Maximum 15 Points) _____

Local Priorities:

9. Does the project address at least one local priority for the ATCOG region from the following list?

(Maximum 10 Points) _____

- ❖ 24-hour crisis intervention, legal advocacy, and counseling (staff counselor) to victims of domestic violence, sexual assault, stalking, dating violence, and human/sex trafficking and also provide shelter services and case management to the victims as necessary.
 - ❖ Provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies, thus reducing the trauma experienced by child victims and their non-offending family member when interviewed and provide follow up services.
 - ❖ Legal Advocacy and/or assistance with protective order processing, court accompaniment, as well as assistance with Crime Victims' Compensation (CVC) and Texas Victim Information & Notification Everyday (VINE), in relation to violent crime victims.
 - ❖ Short-term housing assistance for victims of domestic violence and sexual assault, as well as other types of victims.
 - ❖ Educational programs, public awareness, school programs, and community involvement to increase awareness regarding child abuse, neglect, domestic violence, sexual assault, bullying, and dating violence.
-

Documentation of Problem:

10. Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?

(Maximum 10 Points) _____

11. Does the supporting data validate the problem within the proposed target area?

(Maximum 10 Points) _____

Cost and Program Effectiveness:

12. Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project? (Maximum 10 Points) _____
13. Are the budget line items eligible and essential to meeting the goals of the project? (Maximum 10 Points) _____
14. Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results? (Maximum 10 Points) _____
15. Does the project document coordinated collaboration with other agencies and/or organizations? (Maximum 10 Points) _____
-

16. Enter any comments you have regarding this application/project here:

| |
|-----------|
| Comments: |
|-----------|

17. By entering your RCJAC member code below, you are certifying that the above scores are your own. _____

(Each RCJAC member should have received his/her confidential code in the scoring packet email.)

Funding Opportunity: Victims of Crime Act Funding (VOCA)

Agency Name: Domestic Violence Prevention Inc

Grant/App: 2907008 Start Date: 10/01/2024 End Date: 9/30/2025

Project Title: Comprehensive Victim Restoration Program

CJD Requested Amount: \$351,747.65 (1-YEAR TOTAL BUDGET AMOUNT)

Counties within Project's Impact Area (within ATCOG Region):

Bowie, Cass

Narrative Information

Project Abstract :

Domestic Violence Prevention, Inc. (DVP) has served victims of domestic violence for over 40 years, and employs 12 staff members, through this grant, who are devoted to serving victims of domestic violence and sexual assault (inclusive of those facing dual victimizations). This project will allow our agency to continue services for victims who reside in Bowie and Cass Counties, Texas, a service area that carries more reported cases of family violence than all other counties combined in our ATCOG region (TX Crime Analysis, 2019). On average our agency provides face-to-face services to 800 victims from this service area. These grant funds allowed us to provide legal, residential, outreach, counseling, and restorative services to each of these primary and secondary victims served. In addition, we assisted 7,532 people through our crisis lines. The majority of the communities, in the two counties, are very rural with a combined poverty rate of 16 percent, above the average for Texas which is listed as 14 percent (US Census Bureau, 2024). This project allows us to provide community-based outreach services including legal advocacy and court accompaniment, attorney assistance, relocation assistance, community coordination through MOU's and community relationships, education, crisis intervention, 24/7 safety planning and hotlines, advocacy and emotional support, transportation, shelter and housing/relocation assistance, professional counseling and support group, and training. By providing these services, DVP can assist victims by responding to their emotional and physical needs with a culturally sensitive, victim-identified-needs approach. Overall, this project allows our agency to overcome the barriers faced by our clients and ensure comprehensive victim restoration is attained. We achieve this by providing residential and outreach services to rural and underserved populations, maintaining the availability of staff to devote more time to case management for clients, providing improved program management for residential and non-residential programs, providing access to an onsite Licensed Professional Counselor (LPC) to ensure the emotional needs of victims do not go unmet, as well as providing a reliable source of transportation to ensure clients meet the appointments necessary to become successfully safe and independent. By including the position of Social Service Specialist in this project, we can continue to put more of a focus on increasing, as well as strengthening community relationships and by including a Victim Outreach Advocate, we can provide outreach education to our communities ensuring that the victims of our communities are aware of domestic violence and sexual assault dynamics and what resources are available for them. These efforts allow our services to be met with coordinated efforts from our communities and increase the success rates for the victims we serve. The goal of this project is to increase the overall safety, recovery, and legal protection for victims in the counties of Bowie and Cass and provide residential and non-residential services that are victim-centered, trauma-informed, and available to all. All services and assistance provided through this grant are provided directly to victims of domestic violence and sexual assault to speed their recovery and aid them through the criminal justice process.

Problem Statement :

According to the most recent Texas DPS crime statistics report, there were 2,043 reported cases of family violence and sexual assault in Bowie and Cass Counties in 2019. Nearly half of these reports were family violence alone, almost 100 higher than all of counties in our region combined. These numbers are based on the most recent available data, but the next years' report showed an increase of 8.1% in family violence instances in 2021. These crimes are typically very under-reported, and through our own data, we know that the majority of the victims we served did not call the police, and most have never contacted law enforcement. According to most recent TCFV State Plan info, research has consistently shown that only 10-25% of survivors of family violence will ever access services. This expresses the importance we have in

providing increasing services and awareness of services in our already highly reported counties. With a combined population of 123,271 (2019 US Census Bureau), a large portion of the communities in the two counties are very rural with a very high overall poverty rate of 16 percent (estimated), above the national and state average, which currently stands at 14% (US Census Bureau, 2024, welfareinfo.org). A majority of the victims who reside in these rural, low-income areas are victims who, because of poverty, minority and/or disability status, as well as a lack of knowledge or fear of law enforcement and the legal system, are at risk for not seeking out and/or following through with the services necessary to stabilize their lives after victimization. Both Bowie and Cass Counties' populations have even higher poverty rates among minorities, people with disabilities, and women with children. The low socioeconomic status among these groups has been related to increased exposure to, and greater severity of violence with inequalities in access to resources, especially among women. By providing community-based outreach services, crisis intervention, 24/7 safety planning, transportation, and shelter, DVP can assist these victims by responding to their emotional and physical needs with a culturally sensitive, victim-identified-needs approach. This approach places the victims back in control of their lives and emboldens them to follow through with the legal system, as well as providing the resources to gain any governmental assistance that is available to them. One challenge for our agency in meeting this need has been the availability of advocates to cover the service area in which we had 800 victims for the 21-22 grant year and spans 1,894 square miles. Having this availability of advocates for both outreach and shelter, allows us to better focus on each victim and work to ensure stability and restoration is attained. This challenge has been exacerbated this past grant year, due to funding shortages requiring staff lay-offs. The staff and activities employed by this project allows DVP to overcome this challenge, by providing legal support and advocacy including court accompaniment, attorney as needed, 24/7 crisis lines and an emergency shelter for victims and their children with included support services, case management, immigration assistance, transportation, legal advocacy, support groups, relocation assistance, child care, individual counseling/therapy, a children's program focused on peaceful conflict resolution and emotional understanding, help with any available benefits such as TANF, SNAP, CVC, and applying for housing or housing assistance. Another challenge for DVP is having limited staff, support staff, and operating expenses to thoroughly meet each victim's need after they enter our shelter. In 2020, the average household yearly income for shelter residents from Bowie and Cass Counties was reported to us as \$5,729, with 83.6% being unemployed (2020 DVP Stats). In addition, our emergency shelter is the only one available in our service area, and only one of three that service the NE region, with the other two being between 65-120 miles away. Because of this, it is vital for DVP to offer our shelter to those in search of safety and provide capable case management to assist victims in building safe, independent lives. This project provides the staff required to ensure this challenge is overcome. It will also assist with operating expenses, so the shelter can provide services to meet each individual victim's self-identified needs and further ensure that all victims in our service area have an equal opportunity at receiving the services that are made readily available. The victim assistance requested in this grant will help to assist clients who are ready to live independently but need the initial assistance to obtain housing, as well as other critical needs such as Driver's License and Birth Certificates. We are the only agency in our service area providing these victims with housing/relocation assistance of this kind.

Supporting Data :

Bowie and Cass Counties have an estimated population of 123,271 (2019 US Census Bureau) and had 2,043 reported cases of domestic violence and sexual assault in 2019 (TX DPS Crime Analysis 2019). As previously stated, domestic violence victims seldom report. According to NACDV, approximately 45% of victims do not report the violent events to the police, because they believe they will not help them. Others do not report because of fear of the police, or fear of getting arrested for past legal issues. Because of this, we know that the rates of family violence are much higher than reported by Texas DPS and know that the services we provide are crucial for victims, especially since we serve more victims than any other county in our region. Our services are trauma-informed so that victims are not re-victimized by going through the system alone. We are here to advocate on their behalf and ensure their fears are calmed and they are in turn empowered to take control of their lives. The median family income for the two counties according to the 2019 U.S. Census Bureau, averages at \$47,506 however the average income for the victims DVP served from these two counties during the 20-21 grant year, was less than \$13,000 including abuser income. Of that total, nearly half of these victims report \$0 or less than \$4,999 per year. Many of the victims we serve, 58.4%, are unemployed and thus typically have no

or extremely limited income once they leave the relationship (DVP victim statistics 2020). These numbers are even higher for those seeking shelter; 83.6% are unemployed, 40% reported \$0 income, and 31% reported making less than \$4,999 per year. The average income for our shelter residents in 2020 is less than \$5,000 (DVP Database, 2020). These statistics make the percent of clients below the poverty level at nearly 100%. Studies suggest that women of low-income (low socioeconomic status) exhibit higher rates of violent victimization than their more affluent counterparts, up to 65% for women on welfare (Cunradi, Caetano, & Schafer, 2012). Many times, a victim will stay in the relationship due to financial and/or legal fears such as being homeless, not being able to provide for her children or losing custody because of financial inequality, and/or lack of transportation. In addition, "The Texas Council on Family Violence" also shows Bowie County having a rent burden (32.5% of total income earned) that is significantly higher than the state average (29.3%). This presents a problem when the victim attempts to leave a relationship where she relies on the abuser's income. According to *Regaining Balance* by TCFV, 71.4% of survivors interviewed for the Texas State Plan on Domestic Violence needed help finding housing, and 90.1% of survivors interviewed experienced homelessness at least once after escaping domestic violence (45% had been homeless twice due to domestic violence). These statistics express a crucial need for our emergency shelter and relocation assistance which provides safety and security, as well as a need for advocates and outreach services that are within a close proximity to rural communities. Our advocates can assist victims in overcoming fears and barriers by assisting with transportation to safety and/or court, securing employment and housing, and assisting with filing legal documents, providing an attorney, court accompaniment, or simply by helping navigate the legal system. In addition, we are the only domestic violence shelter available to our service area of Bowie and Cass Counties, as well as only one of three emergency shelters in the entire NE Texas region. The other two domestic violence shelters are up to 120 miles away. These statistics show a clear need for DVP services that are readily available to the counties that carry the majority of the reported cases in the entire region; and provided in a way that reaches victims who because of poverty and lacking access to resources, or fear due to a lack of knowledge of the legal system are in desperate need of shelter, legal advocacy, crime victims comp benefits, as well as the many other services offered by DVP. Our agency hopes to serve over 850 domestic violence and sexual assault victims from Bowie and Cass Counties through this grant this year, with over 160 of those being housed in our shelter. Funding from previous grant cycles has allowed our numbers to increase, and this continuation of funding will allow us to continue successfully meeting victims' needs by providing the essential staff and resources to successfully reach the victims in Bowie and Cass Counties. Unfortunately, because of funding cuts these past 2 years, we were forced to close our Cass County office last year, and after laying off crucial positions we have found it difficult to meet our once easy target. Our advocates are now struggling with a heavy workload. I am hopeful that this year we will be able to fully fund our program for the first time in years.

Project Approach & Activities:

This project allows our agency to overcome the challenges it faces and to solve the before mentioned problems, by continuing the services available to victims in our service area, by providing shelter and outreach services to rural, and underserved populations, and by providing program management for residential and non-residential programs and community coordination and education. This project provides funding for our Shelter Director, a Shelter Advocate, a Legal Advocate, and Intake Coordinator to provide services to victims of Bowie and Cass Counties, and Cass County Advocate to provide services to victims as well as build community relationships in Cass County. Also funded are two Program Directors who provide direct victim service, in addition to program oversight and coordination (one of these positions is also our dedicated CPS Liaison), an onsite Licensed Professional Counselor to ensure the emotional needs of victims do not go unmet, a Social Service Specialist to build community relationships (including volunteer support) and improve the coordinated effort in serving victims, and a Victim Outreach Advocate to provide overall community education in schools (such as bullying and dating violence), community centers, and other public forums in an attempt to increase knowledge and access to services for victims. This grant also provides funds to assist with the supplies and operating expenses required for our offices and emergency shelter, including funds for client assistance and relocation. It provides attorney fees to assist with obtaining orders of protection and a portion of our administrative costs so that our agency can properly manage grant funds and project implementation. Transportation costs such as gas and oil changes, as well as bus tickets and taxi fares are funded so that advocates can ensure victims meet court, medical, employment, or housing appointments. In order to provide victim services in rural areas, DVP must maintain outreach offices and

advocates in those areas. The Cass County Advocate, housed in our Cass County outreach office, will provide victims with legal advocacy, assistance with filing Orders of Protection, provide court accompaniment and assistance with the legal system, as well as crisis intervention, case management, safety planning, and transportation. This position will improve the victim service availability score of 4.5 out of 8, that is reported on the "The Council on Family Violence" (TCFV) website for Cass County, Texas. This is accomplished by increasing awareness of services, and providing transportation to victims who need shelter and/or other services. The Shelter Advocate will be responsible for answering hotline calls, completing intakes, and setting appointments, and may travel to other office locations to assist with the high-work load experienced by other advocates. The Shelter Director is housed at our emergency shelter and provides direct services, in addition to managing staff, ensuring all database entries are correct, and ensuring all shelter needs are met. The Legal Advocate is housed at our Bowie County Main Office and provides direct services including PO assistance and court accompaniment to outreach victims. These positions will provide comprehensive services to clients in the form of crisis intervention, court accompaniment, case management, information & referrals, transportation, crisis call support, emotional support and advocacy to ensure that every victim has an equal chance at recovery and restoration. They will be responsible for ensuring that each victim has been provided with all the tools and information required for safe, independent living. Funding two Program Directors, one residential and one non-residential, will ensure that each program is managed and performing effectively and efficiently, that data collected is entered and reported correctly, and that all activities performed are within grant guidelines. These positions provide direct victim service as needed day-to-day. These grant activities allow DVP to meet our Local Community Plan priorities which are to provide 24 hour crisis intervention, legal advocacy and counseling to victims of domestic violence, sexual assault, stalking and dating violence and other victims of violent crimes, and also provide shelter services and case management to the victims as necessary; provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies; legal advocacy and/or assistance with protective order processing, court accompaniment, Crime Victims' Compensation (CVC) and Texas VINE; short-term housing assistance for victims of domestic violence and sexual assault; and educational programs, public awareness, community involvement to increase awareness for child abuse, neglect, domestic violence & sexual assault, bullying and dating violence.

Capacity & Capabilities:

Domestic Violence Prevention (DVP) was first organized in August 1979, and was run solely by volunteers. In June of 1980, the organization began providing shelter and 24-hour crisis intervention for victims. In 1982, DVP was able to employ its first paid staff member. We have grown greatly in the last 40+ years. Today we are comprised of 20 staff members and provide services to ten counties, two in Texas and eight in Arkansas. During the 20-21 grant year, DVP provided services to 1588 primary and secondary victims. Over half of these victims, 823, were from Bowie and Cass Counties. Our organization now consists of two outreach offices (Cass County, TX & Hempstead County, AR), emergency shelter, a counseling office, and our main office located in Texarkana, TX. We offer 24/7 emergency hotlines, 24/7 crisis intervention, 24/7 emergency shelter with an innovative and very successful children's program focused on breaking the cycle of abuse, safety planning, case management, on-site counseling, advocacy, legal assistance in filing Orders of Protection, legal advocacy along with court system accompaniment, hospital accompaniment with 24/7 on-call advocates for sexual assault, and weekly support groups. We provide training for the community, the judicial system and law enforcement and advocate for needed changes within these systems to protect victims of violence. We are also very active in the community's civic groups and often provide presentations to those and local schools, discussing topics such as healthy relationships, dating violence, and bullying. All direct service staff members are required to complete 18 hours of core training within 6 months of employment. The core courses consist of Basic Advocacy, Dynamics of Domestic Violence, Legal Advocacy, and Professional Ethics. These courses are provided by the Arkansas Coalition Against Domestic Violence and The Texas Counsel on Family Violence (TCFV). After the first year, all direct service employees are required to complete a minimum of 10 CEU's a year, and a renewal ethics course every 2 years. We have worked very hard to ensure that all staff members are not only highly trained, but also highly qualified. Our Executive Director has a master's degree and has been with the organization for over 9 years. Through this project, we also have two Program Directors, one for Residential Services and one for Non-Residential Services. The non-residential Program Director has a Bachelor of Science degree in Psychology and over 10 years' experience working in this field, while the other Program

Director has been with the agency for over 10 years. Several of our other staff members are also degreed in their field. In addition to our well trained staff, DVP relies heavily on community volunteers and college interns. During the average year approximately 10 volunteers will provide over 400 hours. All volunteers must complete an 8-hour training course as well as a minimum of 8-hours of shadowing before being able to provide direct services. Clients needing shelter are transported to our agency shelter which holds up to 25 clients. The shelter has seven bedrooms and seventeen beds. A staff of 7 manage the shelter, and provide 24-hour service for intake and assistance, including bilingual assistance when necessary. A children's program and playroom are provided, as are counseling rooms for clients and their children. We have a Licensed Professional Counselor on staff and available for individual therapy and support group facilitation. A 24-hour hotline program is also manned by shelter personnel. The agency has Spanish-speaking staff, as well as hotline numbers for translators in other languages for intakes and interviews, when needed. All clients are allowed to stay as long as necessary to establish a safe residency elsewhere. Non-residential clients are processed through the main office or at any of our two satellite offices. At these locations there are case workers/legal advocates and sexual assault advocates. Non-residential services include protective order processing, legal assistance, case management, safety planning, crisis intervention, and counseling. In 2020, our Texas advocates assisted 228 victims and children in obtaining an order of protection. In total for Texas, 91 orders were filed, and 68 were granted. As with the shelter, translators are provided when needed. Domestic Violence Prevention, Inc. is the agency responsible for carrying out and following through with all activities, documents, and reports for the Comprehensive Victim Restoration project. We will collaborate with local law enforcements, courts, district attorneys, and hospitals in order to provide complete and comprehensive services to all victims, regardless of age, gender, gender identity, disability, race, or ethnicity.

Performance Management :

The goal of the Comprehensive Victim Restoration Project is to increase the overall safety and legal protection for victims, increase the availability of mental health treatment to victims, increase the availability of services to those who reside in rural locations and risk being under-served, as well as to increase awareness and outreach education in our communities, over the course of the grant cycle. The first objective is to 1) increase the availability of services, including legal advocacy, in Bowie and Cass Counties, by funding a Cass County Advocate, Legal Advocate, Shelter Advocate, Intake Coordinator, one Non-Residential Program Director, and by providing funds for Attorney assistance in filing Orders of Protection. According to "The Council on Family Violence", the victim service availability score in Bowie County is 6 out of 8, while in Cass County it is 4.5 out of 8. This expresses a need to increase our outreach efforts in Cass County, while also working harder in Bowie to make the community aware of the available services, as well as ensuring that all services are easily accessible. The efforts made to increase the service availability score will be measured by reporting the number of victims served in both counties, as well as the number of services provided to each client, such as safety planning, crisis intervention, information & referral, support group, court accompaniment, PO's filed/granted, Attorney assistance provided, and personal advocacy. With this grant being a continuation of the previous program, we can say this has been successful. The total number of victims served, and services provided have increased every year this program has been in operation. We hope to continue this success, by continuing this project. The second objective is to 2) increase the availability of mental health treatment to victims. These grant funds allow us to partially fund our already established on-site Licensed Professional Counselor (LPC). This will ensure mental health services are available to the many victims served under Texas VOCA funds. Our LPC is well established with our agency and has made huge strides in overcoming the challenges that victims face in receiving and maintaining therapy services. She has trained specifically on overcoming trauma and working with victims. Mental health and healing is a major factor in victims overcoming their trauma, and with the availability of an on-site LPC our agency can ensure that victim success and restoration is 100% attainable. During the 20-21 grant year, our LPC provided services to 44 primary Texas victims for a total of 431 contacts, and 501 hours of service. The third objective is to 3) improve and increase services offered by our emergency shelter. The Shelter Director and Residential Program Director, will work together to over-see and manage our shelter program and each resident's case, ensuring all victim self-identified needs are met. This will also ensure comprehensive victim restoration is accomplished for the victims and their children residing in our shelter and increase the availability of services offered to victims who are underserved due to poverty, minority and/or disability status, as well as all victims who are in immediate danger and in need of the safety of our shelter. This will be measured by the total number of victims

served through shelter services, as well as services offered to each client. Services will include safety planning, crisis intervention, information & referral, support group, and case management/follow up, relocation assistance/client assistance, and transportation. The fourth objective is to 4) increase community awareness and community education. The Social Service Specialist and Victim Outreach Advocate are responsible for building community partnerships and coordinating those partnerships to provide comprehensive services to victims, as well as provide education on dynamics and resources to our communities. Building more, as well as stronger, community partnerships and collaborations is extremely important to the success of our mission. These positions will allow us to be a greater force in our communities, and to increase domestic violence and sexual assault education and awareness activities in an attempt to further identify victims and increase their knowledge of available services. This can be measured by the number of activities held during the reporting period, as well as by the increase in overall victims served. As we are able to spread knowledge throughout our communities, we expect more victims to seek our services. The Comprehensive Victim Restoration Project provides residential and non-residential services that are victim-centered, trauma-informed, comprehensive, and available to all. Client totals and surveys are used to monitor effectiveness of programs.

Target Group :

This project targets primary and secondary victims of domestic violence and sexual assault (inclusive of dual victimizations) from the Texas counties of Bowie and Cass. It has allowed our agency to expand and improve our existing services so that we can better meet the needs of those who seek services. Although DVP serves any presenting victim of this nature, the majority of our clients fall into the low socioeconomic and at-risk underserved population's category. Both counties have extremely high poverty rates with an average of 16% (2020 US Census Bureau), as well as a large number of Non-white, Hispanics. According to The Council on Family Violence (2020) this percentage is 34.82% for Bowie County, and 23.38% for Cass County. By maintaining program managers and an increased number of advocates available through this project, we will continue to provide comprehensive and culturally competent services to those who may be at risk of being underserved. Of the victims served during the 2021 grant year by DVP, in Bowie and Cass Counties, 39% were in a racial and/or cultural minority group and 20% identified a physical, mental/developmental disability, or special need required. In addition to these percentages, the average victim's family income was less than \$13000 including the abuser's income. Many of the victims which we serve, 58.4% (of the clients who reported), are unemployed and thus typically have no or extremely limited income once they leave a relationship (DVP victim statistics 2021). These numbers are higher for those seeking shelter; 83.6% are unemployed, and nearly all reported a \$0 income. Our services are directed towards each victim's individual needs, and we work to ensure that each victim receives the tools needed for success. DVP works diligently with state and local agencies to ensure the clients' self-identified needs are met and each victim has an equal chance at safety and stability.

Evidence-Based Practices:

The Comprehensive Victim Restoration Project aims to fund necessary program staff and provide a satellite office in order to better serve the victims of Bowie and Cass counties. The majority of the victims that we serve are of low socioeconomic status and live in rural areas. By keeping an increased number of available direct service staff we are better equipped to properly provide services at our shelter, satellite office, counseling office, and main office. The satellite office in Atlanta, TX allows us to be closer to victims in rural areas who may not have transportation, or may face many other barriers in accessing services. According to the American Psychological Association, socioeconomic status (SES), often measured as a combination of education, income, and occupation, affects overall human functioning: our physical and mental health, the neighborhoods in which we live, our daily activities, and our access to resources. Although exposure to violence affects all SES groups, lower SES individuals and families appear to have increased exposure (APA, Violence & Socioeconomic status). Due to the overall low socioeconomic status of both Bowie and Cass Counties, the comprehensive victim restoration project is crucial in helping victims access the resources needed to leave violent homes and be restored from their victim status. The American Psychological Association also suggests that assessing and targeting violence at the community level is especially useful because adjustments at this level often affect a large number of individuals, and targeting the risk and protective factors of violence at the community level will likely engender the greatest change. The activities and methods mentioned before will allow Domestic Violence Prevention, Inc. to provide a large community-

level change for the victims residing in Bowie and Cass Counties. Domestic Violence Prevention, Inc. provides services using a victim-centered, trauma-informed approach. This is the same approach used by many government agencies and has proven successful by minimizing re-traumatization associated with the criminal justice process. This is done by providing victim advocates and service providers, and empowering survivors as engaged participants in the process. Our services are provided in a way that empowers the victim to make choices and learn how to take control of their lives. The trauma informed approach includes an understanding of the physical, social, and emotional impact of trauma on an individual, as well as on the agencies and professions who help them. A program that is trauma informed realizes the widespread impact of trauma and understands potential paths for healing; recognizes the signs and symptoms of trauma in staff, clients, and others involved with the system; and responds by fully integrating knowledge about trauma into policies, procedures, practices, and settings. By using these approaches, our agency places priority on the victim's safety and security and on safeguarding against policies and practices that may inadvertently re-traumatize victims. (Federal Strategic Action Plan, 2014) In addition, the National Center on Domestic Violence, Trauma, and Mental health mentions in the report, A Systematic Review of Trauma-Focused Interventions for Domestic Violence Survivors (Warshaw, Sullivan, & Rivera, 2013), that the results of the review indicate that trauma-focused treatments designed for Interpersonal violence survivors hold promise for reducing at least some symptomatology over time. A number of the studies demonstrated that their treatment improved women's PTSD and/or depression symptoms if they completed treatment. Additionally, improvements were often maintained over time (Crespo & Arinero, 2010; D. M. Johnson, et al., 2011; Kaslow, et al., 2010; Kubany, et al., 2003; Kubany, et al., 2004). Additional facts and findings: Browne, Salomon, & Bassuk (1999) found that women who resided in households that earned less than \$10,000 annually had a 4-times-greater risk of experiencing violence than women in wealthier households. Data from the past grant year (2020), shows that the majority of victims served through DVP had household incomes of less than \$10,000 per year. Typically, this household total includes the abuser's income, therefore expressing numbers much less than this value after they leave the relationship. Approximately 77% of all victims served in 2020 were below poverty level. Bassuk et al. (1996) found that homeless mothers reported significantly more severe instances of physical and sexual assault over their lifetime than low-income housed mothers. From this past grant years' data (2020), DVP knows that many victims self-identified as being homeless. After experiencing a violent incident, low-income women who worked 40-hour work weeks had only one-fifth odds of maintaining that full-time status for 6 or more months than women who did not experience violent incidents (Browne et al., 1999). Our services are focused on helping victims overcome this barrier by letting them stay in shelter while working, providing assistance with housing and utilities as needed, transportation, and assisting with groceries, personal care items, diapers, or anything else that might help make their journey to independence a little smoother.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

| ACTIVITY | PERCENTAGE: | DESCRIPTION |
|---------------------|-------------|---|
| Crisis Services | 25.00 | Crisis Services include in-person and telephone services provided to victims. This includes crisis intervention, hotline calls and safety planning. |
| Legal Advocacy | 20.00 | Legal advocacy is provided by advocates and is dedicated to helping victims navigate the legal system. In order to secure orders of protection, temporary ex-parte's, family law issues, and helping to understand victims' rights. Court accompaniment and attorney assistance are provided through legal advocacy as well. Bi-lingual advocate support is provided. |
| Peer Support Groups | 5.00 | Support groups are held on a weekly basis and provide victims with information, resources, and support. Child groups are held at our emergency shelter as needed for secondary victims. These groups focus on peaceful conflict resolution skills and understanding emotions. |

| | | |
|-------------------------------------|-------|---|
| Professional Therapy and Counseling | 15.00 | An onsite LPC provides one on one professional therapy and support groups to victims who seek services. Victims can continue services for as long as needed/required to establish well-being and safe living. |
| Protective Order Assistance | 15.00 | Advocates and Case Managers provide protective order assistance by helping victims complete paperwork, e-filing necessary documents, and providing court accompaniment. |
| Shelter | 20.00 | Our emergency shelter is open 24/7 and can house up to 25 people at a time. Crisis intervention, safety planning, a children's program, case management, assistance with personal items, employment assistance, housing/relocation assistance, and transportation are provided, Bi-lingual advocate support is also provided when needed. |

CJD Purpose Areas

| PERCENT DEDICATED | PURPOSE AREA | PURPOSE AREA DESCRIPTION |
|-------------------|--------------|--------------------------|
|-------------------|--------------|--------------------------|

Measures Information

Objective Output Measures

| OUTPUT MEASURE | TARGET LEVEL |
|---|--------------|
| Average length of stay in shelter (in days). | 20 |
| Number of counseling hours provided to survivors. | 300 |
| Number of final protective orders granted / obtained. | 25 |
| Number of final protective orders requested. | 25 |
| Number of secondary victims / survivors provided shelter. | 53 |
| Number of support group sessions held. | 200 |
| Number of survivors assisted through the legal process. | 150 |
| Number of survivors participating in support groups. | 50 |
| Number of survivors receiving counseling / therapy. | 40 |
| Number of survivors receiving crisis counseling. | 600 |
| Number of temporary protective orders granted / obtained. | 25 |
| Number of temporary protective orders requested. | 25 |
| Number of times survivors are accompanied to court. | 50 |
| Number of victims / survivors provided shelter. | 57 |
| Number of victims / survivors seeking services who were served. | 600 |
| Number of victims seeking services who were not served. | 15 |
| Number of victims who requested shelter. | 300 |

Objective Outcome Measures

| OUTCOME MEASURE | TARGET LEVEL |
|-----------------|--------------|
|-----------------|--------------|

Custom Output Measures

| CUSTOM OUTPUT MEASURE | TARGET LEVEL |
|-----------------------|--------------|
|-----------------------|--------------|

Custom Outcome Measures

| | |
|-------------------------------|---------------------|
| CUSTOM OUTCOME MEASURE | TARGET LEVEL |
|-------------------------------|---------------------|

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 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 | 95 | \$334,160.27 |
| Child Sexual Assault | 0 | \$0.00 |
| Adult Sexual Assault | 5 | \$17,587.38 |
| 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 | \$351,747.65 |

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
- Transportation assistance (includes coordination of services)
- Interpreter services
- Victim advocacy/accompaniment to emergency medical care
- 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.)
- Hotline/crisis line counseling
- Individual counseling
- Support groups (facilitated or peer)
- Other therapy (traditional, cultural, or alternative healing
- art, writing, or play therapy
- etc.)

- Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic meds, durable medical equipment, etc.)

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.)
- 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
- 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:

\$351,747.65

Other State Funds:

\$288,934.00

Other Local Funds:

\$0.00

Other Federal Funds:

\$428,405.37

Other Non-Federal Funds:

\$0.00

Total Victimization Program Budget:

\$640,681.65

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:

20

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:

11336

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:

4

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.

Our organization uses volunteers in many different ways. We use them as office support, hotline support, and also for intake support. We do not use them as match on this grant.

Budget Details Information

Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/% |
|-----------|---------------------------------------|---|-------------|------------|---------------|--------|-------------|--------|
| Personnel | Chief Financial Officer (CFO) | Finance Director, Cassie Thomas: Provides program support (HR Management, bookkeeping, Financial Reports, and payroll). Position works 40 hours a week, total salary is \$53,000 plus fringe of \$9926. Position is 40% on this grant for a total of \$25170.40. | \$25,170.40 | \$0.00 | \$0.00 | \$0.00 | \$25,170.40 | 40 |
| Personnel | Counselor and/or Therapist (licensed) | Licensed Professional Counselor/Case Manager, Samantha Burzynski: LPC provides Professional Counseling to victims who seek her services, as well as facilitates support groups. Meets with Advocates and Shelter Director weekly to discuss cases and victim needs. Position is located in Bowie County Counseling Office. Annual pay is \$44096 with fringe of \$9523.85. Position is 20% on this grant for a total of \$10690.36. | \$10,690.36 | \$0.00 | \$0.00 | \$0.00 | \$10,690.36 | 20 |
| Personnel | Advocate | Outreach Advocate, Shayna Knoll. Provides information and referrals to victims on domestic violence related issues. This position will help victims identify relationship violence dynamics and access needed services. Works with law enforcement and judicial representatives to assess needs in individual cases and works to fill those needs. Position works 40 hrs per week | \$14,869.83 | \$0.00 | \$0.00 | \$0.00 | \$14,869.83 | 35 |

| | | | | | | | | | |
|-----------|----------|---|-------------|--------|--------|--------|-------------|----|--|
| | | with an annual salary of \$34360.60 with fringe of \$8022.35. Position works 35% on this grant. | | | | | | | |
| Personnel | Advocate | Shelter Advocate, Emily Ramos: provides restorative and comprehensive services to victims of domestic violence including intake, safety planning, crisis intervention, case management, transportation assistance, shelter and/or emergency housing or relocation assistance, medical or court accompaniment, and referrals to group or individual therapy. Also responsible for hotline calls and shelter admissions and intake during shift. Position works 40 hrs per week with yearly pay of \$31969.6 and fringe of \$7806.87. Position works 50% on this grant. | \$19,888.24 | \$0.00 | \$0.00 | \$0.00 | \$19,888.24 | 50 | |
| Personnel | Advocate | Cass County Advocate, TBD: Advocate for Cass County Office. This position will do intakes, answer crisis lines, PO Assistance, Court Accompaniment, data entry. Also responsible for maintaining community relationships. Pay is \$15 per hour, for a total annual amount of \$31,200 plus estimated fringe of \$9,240.30. Position is 50% on this grant for a total amount of \$20,220.15. | \$20,220.15 | \$0.00 | \$0.00 | \$0.00 | \$20,220.15 | 50 | |
| Personnel | Advocate | Intake Coordinator, Marih Mendoza: Position is responsible for answering crisis lines and providing crisis intervention, safety planning, and/or information and referrals as required. Assists new victims with intakes, assesses client needs and assures needs are addressed as soon as possible. Researches and | \$18,340.00 | \$0.00 | \$0.00 | \$0.00 | \$18,340.00 | 50 | |

| | | | | | | | | | |
|-----------|---------------------------------------|---|-------------|--------|--------|--------|-------------|----|--|
| | | maintains resource lists for victims. Yearly salary is \$29120 with fringe of \$7560.38. Position is 50% on this grant for a yearly total of \$18340. | | | | | | | |
| Personnel | Advocate | Legal Advocate, Christina Cockrum: Legal Advocate for Bowie County. This position does intakes, answer crisis lines, PO Assistance, Court Accompaniment, data entry. Provides direct service to outreach clients at our Bowie County Main Office. Position is \$34,637.41 with fringe of \$3537.63. Position is 25% on this grant for a total of \$9523.85. | \$9,523.85 | \$0.00 | \$0.00 | \$0.00 | \$9,523.85 | 25 | |
| Personnel | Coordinator | Shelter Director, Amanda Tommie: Manages all shelter staff and oversees all direct service activities provided to shelter residents and their children, as well as hotline calls. Annual pay is \$35568 with fringe of \$8418.13. Position is 50% on this grant for a total of \$21993.07. | \$21,993.07 | \$0.00 | \$0.00 | \$0.00 | \$21,993.07 | 50 | |
| Personnel | Community / Social Service Specialist | Social Service Specialist, Ashley Gardner: responsible for building community partnerships and coordinating those partnerships to provide comprehensive services to victims. Position also recruits interns and volunteers from the community and manages direct service volunteers. Position pays an annual salary of \$40280 with fringe of \$10025.72. Position is 75% funded by this grant. | \$37,729.30 | \$0.00 | \$0.00 | \$0.00 | \$37,729.30 | 75 | |
| Personnel | Executive Director | Executive Director, James Roberts: has oversight of all programs and financials, including this project, and provides direct victim services with regard to | \$37,371.45 | \$0.00 | \$0.00 | \$0.00 | \$37,371.45 | 50 | |

| | | | | | | | | | |
|---------------------------------------|----------|---|-------------|--------|--------|--------|-------------|----|--|
| | | custodianship of records in court proceedings, individual advocacy, crisis line coverage and facilitating weekly support group when needed. Total Salary is \$63600 with fringe of \$11142.90. Position is 50% on this grant for a total of \$37371.45. | | | | | | | |
| Personnel | Director | Residential Program Director, Shannon Smith: will assure comprehensive restorative services are provided to shelter clients by service providers and staff. Manages program and staff, and also ensures data is being entered into databases correctly. Provides direct services to residential clients as needed. Pay is salary for 40hrs per week at \$53000 with fringe of \$4976. Position is 50% funded by this grant. | \$28,988.00 | \$0.00 | \$0.00 | \$0.00 | \$28,988.00 | 50 | |
| Personnel | Director | Program Director, Misty Patterson: will assure comprehensive restorative services are provided to outreach clients by service providers and staff. Manages program and staff, and also evaluates program quarterly when completing required reports to ensure victims' needs are being met and grant guidelines are being followed. Provides direct services to non-residential clients as needed. Pay is salary for 40hrs per week at \$53000 with fringe of \$9926. Position is 50% funded by this grant for a yearly total of \$31463. | \$31,463.00 | \$0.00 | \$0.00 | \$0.00 | \$31,463.00 | 50 | |
| Contractual and Professional Services | Attorney | Attorney to assist clients in obtaining Orders of Protection. Attorney assistance is provided through Taylor King Law Firm. Attorney fees are set by and paid to firm at \$200 per hour. Grant will | \$7,000.00 | \$0.00 | \$0.00 | \$0.00 | \$7,000.00 | 0 | |

| | | | | | | | | | |
|---------------------------------------|---|---|-------------|--------|--------|--------|-------------|---|--|
| | | provide 35 hrs of attorney assistance for the year, for a total of \$7000. | | | | | | | |
| Contractual and Professional Services | Printing Services | Printer/Copier maintenance and repair costs the agency approximately \$400 per month totaling \$4800 per year. Printing costs are also charged through the same company at approximately \$150 per month for an additional \$1800 per year. DVP uses Vanco/Toshiba for these services. 75% of the total expenses are being charged to this grant. | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0 | |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Thomas and Thomas completes our required yearly audit, 990 and 1099's. Yearly audit costs the agency \$15,000 per year, 40% is funded through this grant. \$5000 will be used for accounting services for 990 and 1099's. Total budgeted for Thomas and Thomas expenses is \$11,000. | \$11,000.00 | \$0.00 | \$0.00 | \$0.00 | \$11,000.00 | 0 | |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Gusto provides our payroll services and costs the agency \$4000 per year. 45% is being charged to this grant for a yearly total of \$1800. | \$1,800.00 | \$0.00 | \$0.00 | \$0.00 | \$1,800.00 | 0 | |
| Contractual and Professional Services | Housekeeping, Custodial, Building, and Grounds-Related Services | Grounds maintenance services will cost the agency approximately \$4704 per year. Services are provided by Jose Rodriquez and include mowing, trimming hedges and trees, edging, raking, and debris removal. Needs vary by month, but costs are approximately \$392 per month. 53% of total expenses are being charged to this grant. | \$2,500.00 | \$0.00 | \$0.00 | \$0.00 | \$2,500.00 | 0 | |
| Contractual and Professional Services | Data Processing, Web Site, and/or Programming Services | Computer system maintenance and repair costs approximately \$15,000 per year. Computer and/or data programs maintenance and repair, server | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$6,000.00 | 0 | |

| | | | | | | | | | |
|--|--|--|------------|--------|--------|--------|------------|---|--|
| | | maintenance and repair, data back-up and cloud service and repair are provided by DataStandBy. 40% is being charged to this grant for a total of \$6000. | | | | | | | |
| Travel and Training | In-State Incidentals and/or Mileage | Mileage for advocates and/or program directors on grant. Mileage is reimbursed at .52/mile. Travel is required for direct services such as court accompaniment, legal advocacy, as well as for program management. This grant provides \$1500 for mileage, to be used by staff on this grant. | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0 | |
| Supplies and Direct Operating Expenses | Cellular, Fax, Pager, and/or Office Telephone | Cass County Outreach office phone/fax/internet bundle runs the agency \$2400 per year is covered 100% by this grant. Shelter bundle runs the agency \$3400 per year and is covered 50% by this grant. Shelter cell phone for client use runs the agency \$1100 per year and is covered 100% by this grant. Bowie County Office (Main Office) communications runs the agency \$5400 per year and is covered 50% by this grant. Counseling Office communications- Located in Bowie County - runs the agency \$1700 per year and is covered by this grant @50%. Total charged to OOG for this grant year is \$8000. | \$8,000.00 | \$0.00 | \$0.00 | \$0.00 | \$8,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Specialized Computer Software (\$5,000 or less per unit) | Funds for computer software. Adobe and Virus protection software costs the agency approximately \$3300 per year. Osnium software is database software used for reporting and service tracking, cost is \$760 per year. 37% is charged to grant. | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0 | |
| Supplies and Direct | Desktop System and Accessories | \$2000 will be used to purchase desktop systems and accessories to be used | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 | 0 | |

| | | | | | | | | | |
|--|--|--|------------|--------|--------|--------|------------|---|--|
| Operating Expenses | (\$5,000 or less per unit) | by staff on this grant. 1 desktop with keyboard and mouse and 1 laptop with mouse and carry case. Advocates on grant are required to add client data to databases to maintain grant compliance and reporting. Computers are required for this task. Some advocates require travel to courts in different counties, and a laptop is required for them to keep track of info and also assist with e-filing orders of protection. | | | | | | | |
| Supplies and Direct Operating Expenses | Office Supplies (e.g., paper, postage, calculator) | Office supplies costs the agency approximately \$7000 a year. Supplies to be purchased: paper, pens, binders, envelopes, white-out, staples, hand sanitizer, tissues, paper clips, post-it notes, printer ink, business cards, calendars, planners, and postage. 43% is charged to this grant, for a total of \$3000. | \$3,000.00 | \$0.00 | \$0.00 | \$0.00 | \$3,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Insurance which includes commercial property, commercial general liability, crime and fidelity, professional liability, and business auto. Insurance costs the agency \$23,000 a year. 26% is being charged to this grant, for a total of \$6000. | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$6,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Membership Dues: Membership dues to TCFV help our agency participate in the coordinated effort to meet victim needs. TCFV membership dues run the agency \$3000 a year. Total expense is shared with HHSC @50% . Total charged to grant is \$1500. | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, | Client assistance: assistance to be provided to clients served under this grant. Includes drivers license | \$5,600.00 | \$0.00 | \$0.00 | \$0.00 | \$5,600.00 | 0 | |

| | | | | | | | | | |
|--|--|---|-------------|-------------|-------------|--------|-------------|---|--|
| | flexicuff, drug testing kit) | replacement, birth certificate replacement, housing application fees, housing rent and deposit assistance, utilities (including past due amounts) transportation (bus, taxi), prescriptions, short term childcare, client furniture, appliances household items, safety equipment including door locks, alarms, cameras, and short term hotel stays. | | | | | | | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Match is program expenses donated by the community: Emergency food, clothing, personal care items, school supplies, shoes, and household items given for client use. DVP has \$5 for donated bags of clothing. Other listed items are calculated on an actual cost basis or based on cost of portion donated. DVP has always used donated clothing as a source of match. Typically accepted by grantors is an estimated cost of \$5 per bag. Without knowing an exact worth, \$5 is the general worth of each bag of clothing donated, unless cost is listed on tags and/or receipts. | \$0.00 | \$0.00 | \$48,000.00 | \$0.00 | \$48,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Emergency groceries, shelter groceries, toiletries, and personal care items bought for victims by DVP. Direct victim assistance not paid by this grant. Paid through non-federal cash sources such as local and foundation funds. Foundation funds include FISCH Foundation and United Way grants. | \$0.00 | \$40,000.00 | \$0.00 | \$0.00 | \$40,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Electric, Gas, and/or Water / Wastewater | Utilities (gas, electric, water, & waste) are charged as follows: Cass County Outreach Office is charged at 50% and costs the agency | \$12,600.00 | \$0.00 | \$0.00 | \$0.00 | \$12,600.00 | 0 | |

| | | | | | | | | |
|--|---|---|----------|--------|--------|--------|----------|---|
| | | approximately \$4500 per year. Shelter utilities are charged at 40% and costs the agency \$6000-electric, \$4000-water, \$2000-gas, & \$2000-waste, yearly. Bowie County Outreach Office (Main Office) is charged at 40% and costs the agency \$3000-electric, \$1000-water, \$1000-gas, & \$2500-waste, yearly. Counseling Office (located in Bowie County) is charged at 50%, and costs the agency a total of \$3000 yearly for utilities (\$2500-electric & \$500-water). Total charged to grant at this time for utilities at all offices is \$12600. | | | | | | |
| Supplies and Direct Operating Expenses | Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage) | Vehicle expenses for agency vehicle only: Oil changes will cost the agency approximately \$250 per year. Fuel is estimated to cost the agency \$120 per month, totaling \$1440 per year. Coverage for incidentals totals \$500 per year. Total charged to this grant for vehicle expenses is \$500. | \$500.00 | \$0.00 | \$0.00 | \$0.00 | \$500.00 | 0 |

Source of Match Information

Detail Source of Match/GPI:

| DESCRIPTION | MATCH TYPE | AMOUNT |
|--|---------------|-------------|
| Community Donations to agency | In Kind Match | \$48,000.00 |
| Program expenses purchased by agency with FISCH Foundation, United Way, or agency general funds. | Cash Match | \$40,000.00 |

Summary Source of Match/GPI:

| Total Report | Cash Match | In Kind | GPI Federal Share | GPI State Share |
|--------------|-------------|-------------|-------------------|-----------------|
| \$88,000.00 | \$40,000.00 | \$48,000.00 | \$0.00 | \$0.00 |

Budget Summary Information

Budget Summary Information by Budget Category:

| CATEGORY | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|----------|-----|------------|---------------|-----|-------|
|----------|-----|------------|---------------|-----|-------|

| | | | | | |
|--|--------------|-------------|-------------|--------|--------------|
| Contractual and Professional Services | \$33,300.00 | \$0.00 | \$0.00 | \$0.00 | \$33,300.00 |
| Personnel | \$276,247.65 | \$0.00 | \$0.00 | \$0.00 | \$276,247.65 |
| Supplies and Direct Operating Expenses | \$40,700.00 | \$40,000.00 | \$48,000.00 | \$0.00 | \$128,700.00 |
| Travel and Training | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 |

Budget Grand Total Information:

| OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--------------|-------------------|----------------------|------------|--------------|
| \$351,747.65 | \$40,000.00 | \$48,000.00 | \$0.00 | \$439,747.65 |

Snapshot Description: Application - Reviewed by Programs
Created: 3/12/2024 11:59:33 AM

Agency Name: Shelter Agencies For Families in East Texas
Grant/App: 2453111 **Start Date:** 10/1/2024 **End Date:** 9/30/2025
Fund Source: VA-Victims of Crime Act Formula Grant Program
Project Title: Children & Youth Services/Domestic Violence, Sexual Assault, and Transitional Housing
Status: Application - Program Review **Fund Block:** 2023

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17526313303001

Application Eligibility Certify:

Created on:1/16/2024 4:17:41 PM By:Mary Ferguson

Profile Information

Applicant Agency Name: Shelter Agencies For Families in East Texas
Project Title: Children & Youth Services/Domestic Violence, Sexual Assault, and Transitional Housing
Division or Unit to Administer the Project: SAFE-T
Address Line 1: P.O. Box 2337
Address Line 2:
City/State/Zip: Mount Pleasant Texas 75456-2337
Start Date: 10/1/2024
End Date: 9/30/2025

Regional Council of Governments(COG) within the Project's Impact Area: Ark-Tex Council of Governments
Headquarter County: Titus
Counties within Project's Impact Area: Delta, Franklin, Hopkins, Lamar, Morris, Red River, Titus

Grant Officials:

Authorized Official

Name: Mary Ferguson
Email: mferguson@safe-tagency.com
Address 1: P.O. Box 2337
Address 1:
City: Mt. Pleasant, Texas 75456
Phone: 903-572-0973 Other Phone:
Fax: 903-572-0982
Title: Ms.
Salutation: Ms.
Position: Executive Director

Financial Official

Name: Edith Sparks
Email: esparks@safe-tagency.com
Address 1: 204 Patrick St
Address 1:
City: Mt. Pleasant, Texas 57455
Phone: 903-572-0973 Other Phone:
Fax: 903-572-0982
Title: Ms.
Salutation: Ms.
Position: Director of Finance

Project Director

Name: Charla Bowen
Email: cbowen@safe-tagency.com
Address 1: 204 Patrick Street
Address 1:
City: Mt. Pleasant , Texas 75455
Phone: 903-572-0973 Other Phone: 903-575-9999
Fax: 903-572-0982
Title: Ms.
Salutation: Ms.
Position: Program Director

Grant Writer

Name: Mary Ferguson
Email: mferguson@safe-tagency.com
Address 1: P.O. Box 2337
Address 1:
City: Mt. Pleasant, Texas 75456
Phone: 903-572-0973 Other Phone:
Fax: 903-572-0982
Title: Ms.
Salutation: Ms.
Position: Executive Director

Grant Vendor Information

Organization Type: Nonprofit Corporation (tax exempt)
Organization Option: applying to provide direct services to victims only
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17526313303001
Unique Entity Identifier (UEI): GZ2KXNYYU5R4

Narrative Information

Introduction

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:

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

Program-Specific Questions

Culturally Competent Victim Restoration

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.

Provide information in this section regarding how your organization is culturally competent when providing services to victims.

At SAFE-T Crisis Center, before an advocate can serve as a victim service provider, Advocates must undergo a 2-week training program on how to comfort and console the victims of domestic violence or sexual assault. The Advocate must recognize the needs of the victim and be sensitive to the fact that those needs may be different depending on the cultural diversity of the victim. SAFE-T's Advocates recognize that every victim processes their feelings differently and what may be comforting to one may be offensive to others. Advocates agree to maintain the confidentiality of client's information as required by state and federal law. Domestic violence affects people regardless of race, ethnicity, class, sexual and gender identity, religious affiliation, age, immigration status, and ability. Because victims of domestic violence may experience the abuse in culturally specific ways, SAFE-T considers the cultural background and the unique issues faced by the victim and their children, to be tailored services to meet their needs. SAFE-T continues to train its personnel on cultural competency. To begin the restoration process, upon the first contact with the victim, Advocates are trained to listen to the victim's story and guide them through SAFE-T Crisis Center processes to adequately assess the victim's situation and needs. SAFE-T housing, shelter, and legal advocates are bilingual and educated to serve those special populations who experience language barriers. Advocates will guide the victim to services to provide shelter/transitional housing, life skills, job training, and other resources available within SAFE-T at no cost to the victim. These Advocates will also work collaboratively with law enforcement agencies and social service organizations to guide the victim through each step to complete the restoration process. There is a Bilingual Advocate on every shift at the shelter in case a shelter client needs a translator or someone to talk to. Informative pamphlets and even inspirational quotes on the walls in the reception area are bilingual also to help SAFE-T's limited English clients feel comfortable.

Culturally Specific and Underserved Populations

Following are relevant definitions needed to answer this question.

- Underserved populations means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.
- Culturally specific means the program is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g)).
- Racial and ethnic minority group means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.
- Hispanic means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

Does your program have a primary focus on serving a culturally specific population? (The organization must do more than merely provide services to an underserved population or culturally specific group; rather, the organization's primary focus must be on providing culturally competent services designed to meet the specific needs of the target population in order to justify a YES response in the section below.)

Yes
 No

If you answered '**YES**' above, you must explain in the box below how your organization's program is specifically designed to focus on and meet the needs of culturally specific populations. If this item does not apply enter '**N/A**'.

N/A
 Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Forensic Medical Examination Payments

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 120 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless

the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Confidentiality and Privacy

Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law. Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

Activities that Compromise Victim Safety and Recovery

Applicant agrees to not engage in activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

Polygraph Testing Prohibition

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Offender Firearm Prohibition

The applicant certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 18 USC § 992(g)(8) and (g)(9).

Criminal Charges

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, or witness subpoena.

Cybersecurity Training Requirement

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the [Texas Department of Information Resources Statewide Cybersecurity Awareness Training](#) page.

Criminal History Reporting

Entities receiving funds from PSO 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.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. 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 by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's [Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

Immigration Legal Services

PSO prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. PSO will not fund projects that focus primarily on immigration legal services and do not provide a significant level of other types of victim services.

Legal Representation in Divorce and Custody Cases

PSO limits eligibility for legal representation in divorce and custody cases to circumstances where the survivor has been directly victimized by intimate partner violence (IPV) within the last six (6) months. This may include physical violence, sexual violence, stalking, and psychological aggression (including coercive tactics) by a current or former intimate partner against the survivor or survivor's kin sharing the residence. Additionally, legal services in divorce and custody cases funded under this award are limited to emergency order assistance, safety planning, client representation in divorce or guardianship proceedings, and other family law matters directly resulting from the victimization. Through acceptance of this award, grantee agrees that reimbursement for divorce and custody-related legal services will be limited to circumstances listed above.

Discrimination

Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the criminal case.

Records

Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

Volunteers

If awarded VOCA funds, applicant agrees to use volunteers to support either the project or other agency-wide services/activities, unless PSO determines that a compelling reason exists to waive this requirement.

Crime Victims' Compensation

Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

Community Efforts

Applicant agrees to promote community efforts to aid crime victims. Applicants should promote, within the community, coordinated public and private efforts to aid crime victims. Coordination efforts qualify an organization to receive these funds, but are not activities that can be supported with these funds.

Civil Rights Information

Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by PSO. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

Victims of Federal Crime

Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

No Charge

Applicant agrees to provide grant-funded services at no charge to victims of crime. Applicants are also prohibited from billing Crime Victims Compensation, private insurance, Medicaid, or Medicare for services provided using VOCA funds.

Effective Services

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. (See "Eligible Organizations" in the Funding Announcement.)

College Campus Confidential Direct Services Providers

All personnel compensated through OOG or match funds are Confidential Direct Service Providers that maintain victim's confidentiality for all case information (written or oral) and share information only at the victim's request and with the victim's informed consent, except when release of information is required by law. Confidential Direct Service Providers compensated with grant funds shall not be required to disclose client or case information to any entity, including a campus Title IX officer or coordinator, except when release of information is required by law. A victim may not be coerced or required to file a report or disclose information regarding their victimization with any entity as a condition of receiving services from a Confidential Direct Service Provider.

Failure to comply with this certification may result in PSO, at its sole discretion, withholding reimbursement on personnel line items contained in the program budget until satisfactory evidence of compliance is provided.

Compliance with State and Federal Laws, Programs and Procedures

Local Units of Government: 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 PSO and is active until August 31, 2025 or the end of the grant period, whichever is later.

Non-profit Organizations: Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained 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, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements.

Equal Employment Opportunity Plan (EEO Plan)

If awarded, applicant agrees to comply with the Equal Employment Opportunity Program (EEO) requirements per 28 C.F.R. § 42 Subpart E. Agencies may use the EEO Utilization Report Builder to assist with preparing Verification Forms and, if required, Utilization Reports.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Charla Bowen

Enter the Address for the Civil Rights Liaison:

204 Patrick St. Mt. Pleasant, TX 75456

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

903-572-0973

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

X I certify to all of the application content & requirements.

Project Abstract :

SAFE-T was founded in 1995 to provide emergency shelter for victims of domestic violence. In the years that followed, SAFE-T expanded its services to include victims of sexual assault, dating violence, stalking, and more recently, human trafficking. SAFE-T serves seven counties: Titus, Delta, Hopkins, Franklin, Morris, Lamar, and Red River, with four offices, which are located in Clarksville, Mt. Pleasant, Sulphur Springs, and Paris. SAFE-T employs a diverse staff, including bilingual advocates, to serve an equally diverse population. The goal of the proposed project is to provide counseling, advocacy, legal services, legal advocacy, transportation, victim support groups and emergency shelter services to victims of domestic violence and sexual assault in SAFE-T's area of service. These services are offered to provide a safe environment and an opportunity for healing from the trauma victims have experienced. Through the prevention program, SAFE-T will create awareness of the services SAFE-T provides and educate the community about the causes and consequences of domestic violence for individuals and communities, as well as remove barriers to receiving services by correcting misinformation, addressing cultural distinctions and breaking down prejudices.

Problem Statement :

Victims and survivors of domestic violence and sexual assault are under-resourced in the rural region in which SAFE-T serves. SAFE-T is the only agency serving seven counties in Northeast Texas that provides comprehensive shelter and non-residential services for domestic violence and sexual assault. While domestic violence affects all levels of income, 67% of the clients SAFE-T serves live at or below the poverty level. Children are the most vulnerable victims of abuse. They turn to their caregiver for protection, who may not be able to provide for all or any of their needs, if she or he is the primary victim of abuse. Children exposed to domestic violence are at higher risk of becoming an abuser themselves, using drugs, or becoming adult victims of abuse, thus perpetuating the cycle of abuse. Based on a study reported in the January 2013 National Bulletin on Domestic Violence, toxic stress can disrupt the development of brain architecture and other organ systems, increasing risk for stress-related disease and cognitive impairment, well into the adult years. Protecting adult and child victims of abuse often requires a comprehensive set of services to address the immediate safety needs, by providing emergency shelter services and seeking protective orders, as well as prepare the victims for living apart from their offenders through professional counseling, victim support groups, transitional housing, legal assistance with CPS or custody disputes, assistance obtaining state or community resources or employment. Additionally, many victims still suffer in silence due to inaccurate public perceptions regarding domestic violence and sexual assault victims, prior bad experiences seeking protection from domestic violence, or a lack of information about services available to help victims. SAFE-T's prevention

specialists and advocates will provide education, training and information to the community partners in law enforcement, child protection and the community at large, to afford victims with dignified assistance in moving toward a safer future for themselves and their children.

Supporting Data :

Of the 2455 clients that were served by SAFE-T in the prior fiscal year, 1205 were children. SAFE-T provided 401 victims with emergency shelter. This information was obtained from SAFE-T's data-tracking software, which is required by the Health and Human Services Contract. SAFE-T's data for 2022-2023 shows that victims that entered the shelter were assisted with multiple services including emergency legal services, crime victim compensation, victim impact statements, obtaining government documents needed for benefits, education, assisted victims with child welfare proceedings, provided counseling, employment assistance, and educational assistance. In Texas, 1 in 3 women have experienced domestic violence in their lifetime. (Survey by Texas Council on Family Violence.) In 2022-2023, there were 6218 hotline calls to SAFE-T's hotline seeking services. SAFE-T has text messaging to the 24/7 hotline number which is likely responsible, in part, to some hotline calls. 2020 was the last report that Texas Department of Public Safety published on the number of Family Violence cases reported by county. When SAFE-T compares this report to the number of clients served, the data is interesting. In 2020 the Texas Department of Public Safety reported 965 family violence cases in the 7-county region SAFE-T covers. In the same time frame, SAFE-T served 4 times that number of family violence victims, which is considerably more than the Texas Department of Public Safety cases. This discrepancy can be caused by several factors; however, it is clear that local victims more often present to SAFE-T than to Law enforcement. (<https://www.dps.texas.gov/section/crime-records-service/crime-texas>). SAFE-T is clearly a viable safe option for victims who are seeking protections.

Project Approach & Activities:

This project and activities address the crime of domestic violence with the need for shelter and other victim services in the 7 rural 7 county area. SAFE-T Crisis Center has adopted the Trauma-Informed Care approach while providing all services. Trauma-Informed Care is an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma. Trauma-Informed Care also emphasizes physical, psychological, and emotional safety for both victims and providers, and helps survivors rebuild a sense of control and empowerment. According to TDHS, "When a human service program takes the step to become trauma-informed, every part of its organization, management, and service delivery system is assessed and potentially modified to include a basic understanding of how trauma affects the life of an individual seeking services." The activities included in this project includes shelter services and non-resident services for all domestic violence and sexual assault victims. Activities and services include emergency shelter for 375 victims, legal assistance for 150 victims, advocacy for 2500 individuals, and counseling for 175 people. Additional activities include case management, groups, life skills training for social and emotional mindfulness support, transportation of clients to appointments, accompaniment for court, 24/7 hotline coverage including text messages, and referrals to other agencies who provide assistance. SAFE-T has turned away over 200 other victims, due to lack of shelter room. Victims seeking counseling receive therapy depending upon individual needs and age. The SAFE-T Counselor has received intense training in these three therapies: Eye Movement Desensitization and Reprocessing (EMDR), Trauma-Focused Cognitive Behavior Therapy (TF-CBT), and Animal Assisted Therapy (AAT). These core principles are utilized in a components-based plan of treatment which include: • Psycho-education • Mindfulness Strategies and Techniques • Mindful Parenting Skills and Groups • Relaxation Skills • Affective Regulation Skills • Cognitive Processing Skills • Trauma Narrative and Processing • In vivo mastery of trauma reminders • Parent Child Sessions • Enhancing Safety • Increase self-compassion / self-care • Reduce anxiety • Improve willingness to be involved in a group/individual counseling/social and emotional activities • Improve interactions with children and adults • Improve communication, connection and awareness of self and others

Capacity & Capabilities:

SAFE-T has been providing domestic violence and sexual assault services for 29 years and has a strong infrastructure and key program staff that have been with the agency for over ten years. Mary Ferguson is the Executive Director at SAFE-T Crisis Center. She was a founding Board Member for SAFE-T in 1995, volunteered for SAFE-T for 18 years, and was employed for nine years as Program Director, assisting with all programs and client services. She received her Bachelor of Applied Arts and Sciences Degree in 2019 from Texas A&M University-Texarkana. Mary has 28 years of experience working with victims of domestic violence and sexual assault. SAFE-T's Counseling Director/Program Director, Charla Bowen, LPC-S, has been a part of the SAFE-T team for 14 years. She received intense training in Eye Movement Desensitization and Reprocessing (EMDR), Trauma-Focused Cognitive Behavior Therapy (TF-CBT), and Animal Assisted Therapy (AAT). She facilitates contact with Georgia, the emotional support dog, which provides comfort for many of SAFE-T's clients,

especially the children. Edith Sparks, Financial Director, has worked with SAFE-T for over five years and provides leadership for grant management, financial services, payroll and benefits. She manages a team handling the financial stewardship of the agency. Edith holds a Bachelor's Degree in Business Administration from Texas A&M University--Texarkana. Destiny Mitchell, Program Coordinator, has worked for SAFE-T for 3 years. She oversees SAFE-T's programs, four offices and client services. Also, she was previously the Housing Coordinator for SAFE-T for two years. Wendie Gibson is the Shelter Manager and oversees the emergency shelter. Wendie manages a team providing all aspects of trauma-informed care to victims who are fleeing and in need of safe refuge. Wendie has been an advocate for underserved people for over 10 years. Chelsey Miers, Legal Advocate, provides emergency legal services to victims and survivors, represents and advocates for victims involved with the child welfare system, trains law enforcement in domestic violence and trauma-informed response, and advocates for offender accountability. All employees and volunteers are trained in trauma-informed responses to domestic violence and sexual assault and can provide direct assistance and emergency intervention to victims as needed.

Performance Management :

The goal of the proposed project is to provide counseling, advocacy, legal services, legal advocacy, transportation, victim support groups and emergency shelter services to victims of domestic violence and sexual assault in SAFE-T's area of service. These services are offered to provide a safe environment and an opportunity for healing from the trauma the victims have experienced. Through the prevention programs, SAFE-T also endeavors to create awareness of SAFE-T services and educate the community about the causes and consequences of domestic violence for individuals and communities, as well as remove barriers to receiving services by correcting misinformation, addressing cultural distinctions and breaking down prejudices. The proposed project has several objectives: 1. To Increase client safety and physical healing by providing emergency shelter to approximately 375 victims of family violence, sexual assault, and to victims fleeing domestic violence. 2. To facilitate psychological and emotional healing from the trauma victims of family violence and sexual assault have experienced by providing crisis intervention counseling, and professional counseling to reduce the effects of trauma (PTSD, anxiety, mood swings, depression, poor or ineffective coping skills) to approximately 175 victims of domestic violence and sexual assault. 3. Enhance client restoration for 150 victims of abuse by utilizing emergency legal remedies including protective orders, divorce, child custody, and modifications of existing orders by providing professional legal services from a licensed attorney or referral to other appropriate legal service providers, including prosecutors and indigent care legal aid. 4. Enhance the ability of 150 victims living in rural areas of service counties without transportation to receive critical victim services by providing transportation advocacy. Trained staff or volunteers driving an agency owned vehicle or staff cars will provide transportation. 5. Education and information efforts to provide schools, businesses, and churches to identify and refer victims for assistance and help change bias and norms about domestic violence and sexual assault. Approximately 4,000 pamphlets will be distributed within the seven counties of service. Approximately 100 presentations will be given, and 10 community fairs attended to share information among agencies, community partners and the public. All victims receiving services are tracked with client and service tracking software, including case notes. Individual programs, as well as any clients involved in those programs, are monitored and progress evaluated by Program Director responsible for the programs. Generally, success is measured by the ability to offer the service to a victim and individual case management helps to ensure the best possible outcomes for the clients.

Target Group :

SAFE-T's target group is all victims of domestic violence and sexual assault in the rural area SAFE-T serves without regard to race, gender, age, ethnicity, socio-economic status, religion or sexual orientation. SAFE-T serves seven counties in Northeast Texas: Titus, Delta, Hopkins, Franklin, Morris, Lamar, and Red River with a combined population of 157,933. On Average 70-85% of the population have a high school education, while around 15% have obtained a bachelor's level education or higher. 17.2% of the population in the SAFE-T service area live under the poverty level. Depending upon the county 16-42% are Hispanic from various countries. Due to the large Hispanic population served, SAFE-T employs bilingual staff. Non-English-speaking victims face additional barriers to receiving services and additional challenges meeting the financial needs of their families. SAFE-T partner's with Texas Civil Rights Advocacy Project for immigration applications to provide legal status when needed and work with victims of all backgrounds to achieve housing, financial and food security. In Calendar year 2023, 65% of the SAFE-T clients were below the poverty level, eligible for TANF. This population is often very dependent upon SAFE-T to provide information, education and opportunity for a safe and healthy future. Emergency shelter is often insufficient for long-term safety for victims and their families. Victims are safe when they live without violence, their basic needs are met, and they experience social and emotional well-being. Last year, SAFE-T provided services for approximately 2,455 persons in the rural seven-county area agency-wide. This year, SAFE-T will serve approximately 2,500 to 3,000 victims with

these funds.

Evidence-Based Practices:

SAFE-T's provides Trauma-Informed Care for victims/survivors of domestic violence. The evidence-based curriculum called "Owning Up "by Rosaline Wiseman and "Second Step" is presented to children in local schools. This curriculum reinforces caring for others and addresses bullying, character, honesty, empathy, and integrity. Occasionally students in a domestic violence home disclose abuse through teaching these topics. Staff's observation in teaching these skills is that the skills students learned one year are often remembered the next year. Each year the curriculum is age-appropriate and builds upon itself. Due to the influx of adult clients that were previously placed in Texas Schools in Special Education programs, SAFE-T has focused on special education classrooms, as well as regular classrooms, to help these students identify bullying, types of abuse, and how to report when this is happening to them. SAFE-T has also implemented the use of Animal Assisted Therapy within the construct of community, school, and professional presentations. SAFE-T has also implemented a prevention / intervention program called HERO with the juvenile justice departments of the counties we serve. We are working with juvenile probation officers to provide an eight-week psycho-therapy group for both the parents and the adolescents, the juvenile probation officers believe to be appropriate fit for this type of group at a DV center. We have 3 sessions with the parents and provide progress reports twice during the 8-week time frame to both the referral sources and the parents. Weekly attendance and lesson plans are sent to the juvenile probation officers so they can follow up with the topics discussed in group. We utilize the evidenced based Trauma Focused Cognitive Behavioral Therapy workbook created by Judith Cohen, mindfulness techniques from Dallas Yoga Center, and Animal Assisted Therapy that has been researched as an effective modality for at risk juveniles by Dr. Cynthia Chandler from the University of North Texas. This program is proving to be successful and we look forward to expanding our implementation of outreach to At-Risk youth in the counties we serve. The Animal Assisted Therapy (AAT) Program provided by SAFE-T is considered a professional service program in which both the counselor and the therapy animal provide interventions that are goal orientated to provide prevention strategies to identify the traumatic effects of domestic violence. AAT has structured interventions that intentionally incorporate animals in both the educational setting and individual counseling setting for the purpose of therapeutic gains and overall improved health and wellness that many times decrease due to domestic violence in the homes. Odendaal (2000) drew the following conclusions from Animal Assisted Therapy: The greatest psychophysiological benefit of the human animal interacts occurred between 5 and 24 minutes after the start of the interactions, thus the client displaying neurochemical changes with decreases in blood pressure, and increased measures of beta-endorphin, oxytocin occurred in both the client, the counselor, and the therapy dog. This newly discovered therapy presents as an excellent fit for clients exposed to the ramifications of domestic violence and the traumatic symptoms associated with domestic violence. There is also much research on the ACE Study, which was designed to assess what SAFE-T considered to be "scientific gaps" about the origins of risk factors and the relationship between adverse childhood events (ACE), health care use, and causes of death. CDC and Kaiser Permanente in CA from 1995 to 1997, and more than 17,000 participants (HMO patients / middle class) had a standardized physical examination. ACE findings of childhood exposure to domestic violence and behavioral conditions and Center for Disease Control consider DV as a Major Health Issue. The ACE Study found that many respondents reported at least one adverse experience during childhood. However, those adult participants who reported four or more ACEs were at significantly increased risk for suicide attempts, depression, drug abuse, and alcoholism (Futures Without Violence, 2008). For those participants who reported witnessing their mother's abuse, there was a substantial increase and greater risk during adolescence for alcohol use, drug use, and depression. (Dube et al., 2006). Hence SAFE-T's rationale for choosing particular models of counseling is based on the information above. SAFE-T is fortunate to have been provided the framework for trauma-informed care and best practices within the modality of the following "Evidence-Based Practices" that are research based with the ability to implement on both an individual, group, and community level. Due to the construct of the components, Trauma-Focused - Cognitive Behavioral Therapy is identified as one of the best therapies for children exposed to trauma. SAFE-T was part of the Texas Children Recovering from Trauma Initiative and according to the initiative, in research, TF-CBT consistently obtains outcomes that surpass non-directed therapy approaches. TF-CBT continues to be one of the most research-based modalities and educating children and caregivers about the connections among thoughts, feelings and behaviors is an essential element of psychoeducation and cognitive processing. Further noted, TF-CBT and AAT can be utilized in both the individual or therapeutic group setting. Additionally, these therapeutic modalities are also appropriate to use in the community and school settings. SAFE-T's Counseling Director, Charla Bowen, LPC-S, is certificated in both AAT and TF-CBT. Most recently, Charla became certified in mindfulness teaching. This too is an up-and-coming researched based modality for the trauma of domestic violence. The mindful self-compassion movement is offering research to support this modality as a proven way of self-acceptance, inner strength, and the ability to thrive. Mindfulness techniques, like TF-CBT and AAT, are appropriate for both the individual counseling setting as well as the therapeutic group setting. Again, by utilizing mindfulness-based strategies, the traumatic effects of fight, flight, freeze, and/or fawn have the tendency to decrease and the

research in the area of mindfulness is growing rapidly, especially in the area of mindful self-compassion, a technique created by Kristin Neff from the University of Texas. Additionally, to better serve adult clients, SAFE-T has also received training in Eye Movement Desensitization and Reprocessing (EMDR). By partnering with Parkland's Victim Intervention Program (VIP), SAFE-T has been able to provide EMDR therapy to clients, as well as train with some of the best therapists across the state in this area of trauma. EMDR is a chosen modality of treating trauma and has high evidence and outcome-based data. Most recently, there has been a trend across the state at Crisis Centers to implement EMDR due to its high evidence-based findings and correlation to a trauma-informed care approach. EMDR is also a manualized form of treatment, which keeps the validity and integrity of the counseling process intact. EMDR like TF-CBT is considered to be a well-supported empirically based method of treatment. According to EMDR International Association (EMDRIA) which is housed in Austin, Texas, EMDR is an integrative psychotherapy approach that has been extensively researched and proven effective for the treatment of trauma. EMDR is a set of standardized protocols that incorporates the elements from much different treatment approaches with the use of bilateral stimulation using eye movements and/or tapping. To date, EMDR therapy has helped millions of people of all ages relieve many types of psychological stress. EMDR is an evidence-based psychotherapy for posttraumatic stress disorder (PTSD). In addition, successful outcomes are well-documented in the literature for EMDR other mental health problems, and somatic symptoms, which in turn align with the trauma-informed care approach. The model on which EMDR is based, Adaptive Information Processing (AIP) posits that much of psychopathology is due to the maladaptive encoding of and/or incomplete process of traumatic or disturbing adverse life experiences, which impairs the client's ability to integrate these experiences in an adaptive manner. This resonates loudly with SAFE-T's client population, with respect to domestic violence, sexual assault, poly-victimization, and generational abuse. Trauma-Informed Care for Domestic Violence is a best practice across the nation. http://www.ncdsv.org/images/ODVN_Trauma-InformedCareBestPracticesAndProtocols.pdf In conclusion, SAMHSA states there are Six Key Principles Fundamental to a Trauma-Informed Approach: 1. Safety – Throughout the organization, staff, and people they serve feel physically and psychologically safe; the physical setting is safe and interpersonal interactions promote a sense of safety. 2. Trustworthiness and Transparency – Organizational operations and decisions are conducted with transparency with the goal of building and maintaining trust with clients and family members. 3. Peer Support – with mutual self-help are key vehicles for establishing safety and hope, building trust, and enhancing collaboration. 4. Collaboration and mutuality – The organization recognizes that everyone has a role to play in the trauma-informed approach. Healing happens in relationships and in the meaningful sharing of power and decision-making. 5. Empowerment, Voice, and Choice – Clients are supported in shared decision making, choice, and goal setting in determining the plan of action they need to heal and move forward. They are supported in self-advocacy skills. Staff use facilitators of recovery rather than controllers of recovery. 6. Cultural, Historical, and Gender Issues–The organization moves past cultural stereotypes, biases on race and gender.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

| ACTIVITY | PERCENTAGE: | DESCRIPTION |
|-----------------|-------------|--|
| Crisis Services | 40.00 | Clients receive crisis services from the point of initial contact. Clients make initial contact via 24-hour hotline or in person at one of the SAFE-T offices. After hours advocates meet clients at a local police department or hospital. Advocates inform client of services available to them such as crisis intervention, shelter, counseling, housing, and legal assistance. Advocates assist clients with completing applications, making phone calls, and provide accompaniment to appointments as needed. |
| Legal Advocacy | 5.00 | Survivors are identified soon after the offense, provided information on victims' rights (restitution, crime victim compensation), and provided comprehensive crisis and follow-up support needed to keep them engaged in the investigation and prosecution process. May include filling temporary restraining orders, injunctions, and other protective orders, elder abuse petitions, and child abuse petitions but does not include criminal prosecution or the employment of attorneys for non-emergency purposes, such as |

| | | |
|-------------------------------------|-------|--|
| | | custody disputes, and civil suits. Those opting not to prosecute may receive required "education" about their options in an effort to reduce fear of testifying. |
| Peer Support Groups | 5.00 | Weekly peer support group meeting take place at each of the SAFE-T offices. Shelter clients attend weekly support group meeting and also have a nightly meeting that takes place at the shelter. |
| Professional Therapy and Counseling | 5.00 | Licensed counselors provide therapy to clients either at the shelter or in an office location. |
| Protective Order Assistance | 5.00 | Client's receive assistance from an attorney with civil legal issues including protective orders. |
| Shelter | 40.00 | SAFE-T operates a 24 hour emergency shelter for victims of abuse and their children. The shelter staff is a culturally diverse group that includes some bilingual staff. All staff are trained in trauma informed care techniques. The staff works with clients to develop an individualized service plan to meet the individuals needs to start the process of healing and recovery. Domestic Violence/Sexual Abuse victims who are currently fleeing, receive from other funds, housing assistance, that includes first month rent and deposit, help with evictions, and utilities at a scattered-site location in one of the seven counties we serve. Shelter clients receive personalized case management from a Shelter Advocate. Participants' Case Management Schedule is based on the Client's Individual Service Plan that is completed during the initial intake process. All participants meet with advocates at least once a week for Case Management. However, Case Management sessions can be more frequently depending on the client's goals. Every effort is made to conduct Case Management Sessions face-to-face but virtual face-to-face meetings are also an option. |

CJD Purpose Areas

| PERCENT DEDICATED | PURPOSE AREA | PURPOSE AREA DESCRIPTION |
|-------------------|--------------|--------------------------|
|-------------------|--------------|--------------------------|

Measures Information

Objective Output Measures

| OUTPUT MEASURE | TARGET LEVEL |
|---|--------------|
| Average length of stay in shelter (in days). | 30 |
| Number of counseling hours provided to survivors. | 400 |
| Number of final protective orders granted / obtained. | 35 |
| Number of final protective orders requested. | 70 |
| Number of secondary victims / survivors provided shelter. | 160 |

| | |
|---|------|
| Number of support group sessions held. | 144 |
| Number of survivors assisted through the legal process. | 150 |
| Number of survivors participating in support groups. | 332 |
| Number of survivors receiving counseling / therapy. | 175 |
| Number of survivors receiving crisis counseling. | 175 |
| Number of temporary protective orders granted / obtained. | 25 |
| Number of temporary protective orders requested. | 25 |
| Number of times survivors are accompanied to court. | 100 |
| Number of victims / survivors provided shelter. | 375 |
| Number of victims / survivors seeking services who were served. | 2500 |
| Number of victims seeking services who were not served. | 200 |
| Number of victims who requested shelter. | 475 |

Objective Outcome Measures

| OUTCOME MEASURE | TARGET LEVEL |
|-----------------|--------------|
|-----------------|--------------|

Custom Output Measures

| CUSTOM OUTPUT MEASURE | TARGET LEVEL |
|-----------------------|--------------|
|-----------------------|--------------|

Custom Outcome Measures

| CUSTOM OUTCOME MEASURE | TARGET LEVEL |
|------------------------|--------------|
|------------------------|--------------|

Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Independent contractors shall be compensated on the basis of the contractual agreement, which requires approval of the Executive Director, and independent contractors shall not be eligible for any of the benefits to which the SAFE-T employee shall be entitled. Contracts and/or purchase orders will be monitored annually by the Executive Director and/or Finance Manager. Items that will be monitored are credentials, contract terms, licensures, and deliverables, when applicable and will be added to the contractor file by the Financial Director and be kept in the Financial Directors locked office. If the contractor does not fulfill the terms laid forth at the beginning of the contract, the Agency may cancel the contract, or withhold financial payment to the contractor.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

Yes
 No
 N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

Yes
 No
 N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

9/1/2024

Enter the End Date [mm/dd/yyyy]:

8/31/2025

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

1011912

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

299075

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

Yes
 No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

9/20/2023

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
 Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- Yes
 No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- Yes
 No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

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 | 5 | \$34,500.00 |
| Child Sexual Abuse | 5 | \$34,500.00 |
| Domestic and Family Violence | 65 | \$448,500.00 |
| Child Sexual Assault | 0 | \$0.00 |
| Adult Sexual Assault | 20 | \$138,000.00 |
| 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 | 5 | \$34,500.00 | |
| 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 | \$690,000.00 |

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

- 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)

Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)
- Hotline/crisis line counseling
- 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
- Assistance with restitution (includes assistance in requesting and when collection efforts are not successful)
- 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
- 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 Victimization

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 pornography
- Child physical abuse or neglect
- Domestic and/or family violence
- Elder abuse or neglect
- Human trafficking: labor
- Human trafficking: sex
- Kidnapping (noncustodial)
- Kidnapping (custodial)
- 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:
\$690,000.00

Other State Funds:
\$299,075.00

Other Local Funds:
\$40,334.00

Other Federal Funds:
\$334,847.00

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$1,029,409.00

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:
23

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:
20726

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:
16

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:

936

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.

We have volunteers that assist and complete special projects at the shelter and our four offices. Also, volunteers are trained for the Crisis Response Team to go to local hospitals or law enforcement for sexual assaults and domestic violence hotline calls.

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

1995

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

11/20/1996

Enter the Employer Identification Number Assigned by the IRS:

752631330

Enter the Charter Number assigned by the Texas Secretary of State:

136347401

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

Yes

No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

Yes
 No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

Yes
 No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

Yes
 No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

Yes
 No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

Yes
 No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

Yes
 No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

Yes
 No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

Yes
 No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

Yes
 No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/ % |
|-----------|--------------|--|-------------|-------------|---------------|--------|-------------|---------|
| Personnel | Accountant | Director of Finance, Full-time Edith Sparks, oversees the finance and administration departments. Responsibilities include directing and managing finances, and human resource personnel. Provides direct client services as needed. Only the portion of the administrative task dedicated to VOCA will be charged to this grant. Total Salary = \$90,854.40 Salary= \$81,120; Fringe = \$9,734 \$90,854.40 @95% =\$86,649.92 (Match \$36,680) | \$49,969.92 | \$36,680.00 | \$0.00 | \$0.00 | \$86,649.92 | 95 |

| | | | | | | | | |
|-----------|---------------------------------------|--|-------------|-------------|--------|--------|-------------|-----|
| Personnel | Bookkeeper | Finance Assistant Advocate 10, Full-time Yisha Espinoza, Assists the Director of Finance with accounts payable, payroll and human resources duties. Provides crisis intervention, intakes, assessments of needs, legal referrals, and assistance with activities relating to domestic violence program. Total Salary = \$48,921.60 Salary \$43,680 Fringe = \$5,241.60 \$48,921.60 @48% = 23,641.15 (Match \$648) | \$22,993.15 | \$648.00 | \$0.00 | \$0.00 | \$23,641.15 | 48 |
| Personnel | Bookkeeper | Human Resources Manager, Edith Guerrero-Farmer, Assists the Director of Finance with accounts payable, payroll and human resources duties. Provides crisis intervention, intakes, assessments of needs, legal referrals, and assistance with activities relating to domestic violence program. Total Salary = \$46,592. Salary = \$41,600 Fringe = \$4,992 \$46,592 @57% = \$26,557 | \$26,557.00 | \$0.00 | \$0.00 | \$0.00 | \$26,557.00 | 57 |
| Personnel | Counselor and/or Therapist (licensed) | Director of Counseling, Full-time Charla Bowen, oversees the counseling department, coordinates the counseling schedule, conducts counseling sessions with our certified therapy dog. Also obtains MOU's with any of the contracted counselors. Total Salary = \$102,502.40 Salary = \$91,360; Fringe = \$10,982.40 = \$102,502.40 @47% = \$48,269.67 (Match \$19,569) | \$28,700.67 | \$19,569.00 | \$0.00 | \$0.00 | \$48,269.67 | 47 |
| Personnel | Counselor and/or Therapist (licensed) | Counselor 3, Part-time Allen Lawrence, License Professional Counselor Associate will provide direct and indirect counseling services to designated Safe-T Clients and consult with counseling supervisor upon entering and terminating counseling services for these clients during the term of the MOU. Types of counseling services documented from the Texas Behavioral Health Executive Council include General, Group, Career and Vocational, Child and Adolescent and Crisis Counseling. Salary plus fringe \$36,758.31. Salary \$32,500 Fringe \$4,258.31 @100% = \$36,758.31 | \$36,758.31 | \$0.00 | \$0.00 | \$0.00 | \$36,758.31 | 100 |
| Personnel | Advocate | Shelter Advocate, Full-time, LaSandra Meeks, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and | \$22,830.00 | \$0.00 | \$0.00 | \$0.00 | \$22,830.00 | 70 |

| | | | | | | | | | |
|-----------|----------|---|-------------|--------|--------|--------|-------------|----|--|
| | | other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, meeting client's needs, case management and referral services to victims of domestic violence and sexual assault. Salary plus fringe - Salary \$32,614 = Salary \$29,120 + Fringe \$3,494. = \$32,614 @70% = \$22,830 | | | | | | | |
| Personnel | Advocate | Shelter Advocate # 9, Full-time Kristi Precise, provides services to sheltered clients; answers the 24/7 hotline and calls volunteers to respond to clients for sexual assault and domestic violence at local hospitals and other safe places. Duties include crisis intervention, shelter security, maintaining shelter rules, and meeting client needs. May also process housing applications for shelter clients as needed. Total Salary = \$34,944. Salary = \$31,200; Fringe = \$3,744. \$34,944 @50% = \$17,472 | \$17,472.00 | \$0.00 | \$0.00 | \$0.00 | \$17,472.00 | 50 | |
| Personnel | Advocate | Shelter Advocate 2 0, Full-time Samantha Gonzales, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs. May also process housing applications for shelter clients as needed. Salary plus fringe \$34,2944 Fringe =3,744 @ 50% \$17,472 | \$17,472.00 | \$0.00 | \$0.00 | \$0.00 | \$17,472.00 | 50 | |
| Personnel | Advocate | Shelter Advocate 2 1, Full-time Alma Rodriguez, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs. May also process housing applications for shelter clients as needed. Salary plus fringe \$37,274 Salary \$33,280 Fringe =3,994 @ 50% \$18,636.80 | \$18,636.80 | \$0.00 | \$0.00 | \$0.00 | \$18,636.80 | 50 | |
| Personnel | Advocate | Shelter Advocate 2 2, Part-time, Coby Saavedra provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, | \$5,242.00 | \$0.00 | \$0.00 | \$0.00 | \$5,242.00 | 30 | |

| | | | | | | | | | |
|-----------|-------------|--|-------------|--------|--------|--------|-------------|----|--|
| | | police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs. May also process housing applications for shelter clients as needed. Salary plus fringe \$17,472 Salary \$15,600 Fringe =1,872 @ 30% \$5,242 | | | | | | | |
| Personnel | Coordinator | Shelter Advocate Manager #4, Full-time Wendy Gibson, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs, ordering food and shelter supplies. May also process housing applications for shelter clients as needed. Salary plus fringe \$60,570 Salary \$54,080. Fringe \$6,490 @30% = \$18,171 | \$18,171.00 | \$0.00 | \$0.00 | \$0.00 | \$18,171.00 | 30 | |
| Personnel | Coordinator | Shelter Manager 5, Full-time Gabriela Campos, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs, ordering food and shelter supplies. May also process housing applications for shelter clients as needed. Salary plus fringe \$46,592 Salary \$41,600 Fringe \$4,992 @30% \$13,977.96. | \$13,977.60 | \$0.00 | \$0.00 | \$0.00 | \$13,977.60 | 30 | |
| Personnel | Coordinator | Program Coordinator 1, full-time Destiny Mitchell provides direct client services as well as recruits and trains volunteers to provide direct client services for domestic violence victims. In addition to other duties, Destiny Mitchell, is over the program and works to continue to develop this program and increase its effectiveness in the counties we serve. No administrative costs are charged to this grant. Total salary plus fringe \$62,899 Salary \$56,160 Fringe \$6,739 @50% Total \$ 31,450 | \$31,450.00 | \$0.00 | \$0.00 | \$0.00 | \$31,450.00 | 50 | |

| | | | | | | | | |
|-----------|--------------|---|-------------|------------|--------|--------|-------------|----|
| Personnel | Case Manager | Case Manager / Advocate #13, Full-time Alicia Mendoza, provides intervention services, intakes, assessments of needs, assistance with activities relating to the domestic violence/sexual assault program. This position is also first point of contact for clients that come to the office and must be professional as well as making the clients comfortable to feel safe to do and say what they need to in order to get the help they need. Also helps with data entry. Salary plus fringe \$44,262 Salary \$39,520 Fringe \$4,742 @70% =\$30,983 | \$30,983.00 | \$0.00 | \$0.00 | \$0.00 | \$30,983.00 | 70 |
| Personnel | Case Manager | Case Manager/ Advocate #69, Full-time Brianna Spears Mt. Pleasant office, provides educational presentations to the community and schools, and assist with helping coordinate awareness events to promote SAFE-T programs, provides crisis services, case management and referral services to victims of domestic violence and sexual assault. Additionally, the Case Manager Advocate assists with data input. Salary plus fringe \$=\$34,944 Salary \$31,200 Fringe 3,744 Total \$34,944 @69% =\$24,111. | \$24,111.00 | \$0.00 | \$0.00 | \$0.00 | \$24,111.00 | 69 |
| Personnel | Case Manager | Case Manager/ Advocate #70, Full-time Elizabeth Sanchez Mt. Pleasant office, provides educational presentations to the community and schools, and assist with helping coordinate awareness events to promote SAFE-T programs, provides crisis services, case management and referral services to victims of domestic violence and sexual assault. Additionally, the Case Manager Advocate assists with data input. Salary plus fringe \$=\$34,944 Salary \$31,200 Fringe 3,744 Total \$34,944 @70% =\$24,460.80 | \$24,460.80 | \$0.00 | \$0.00 | \$0.00 | \$24,460.80 | 70 |
| Personnel | Case Manager | Case Manager / Advocate 63 Jessica Applegate Full-time Paris office provides educational presentations to the community and schools and assist with helping coordinate awareness events to promote SAFE-T programs, provides crisis services, case management and referral services to victims of domestic violence and sexual assault. Additionally, the Case | \$24,460.80 | \$5,680.00 | \$0.00 | \$0.00 | \$30,140.80 | 86 |

| | | | | | | | | | |
|-----------|------------------------|--|-------------|-------------|--------|--------|--------------|----|--|
| | | Manager Advocate assists with data input. Salary plus fringe \$ = \$34,944 Salary \$31,200 Fringe 3,744 Total \$34,944 @86% = \$30,140.80 (Match \$5,680) | | | | | | | |
| Personnel | Data Entry Operator | Data Entry Clerk, Full-time Meagan Welch, provides intervention services, intakes, assessments of needs, assistance with activities relating to the domestic violence/sexual assault program. This position is also first point of contact for clients that come to the office and must be professional as well as making the clients comfortable to feel safe to do and say what they need to in order to get the help they need. Also helps with data entry. Salary plus fringe \$44,262 Salary \$39,520 Fringe \$4,742 @70% = \$30,983 | \$30,983.00 | \$0.00 | \$0.00 | \$0.00 | \$30,983.00 | 70 | |
| Personnel | Executive Director | Executive Director, Full-time Mary Ferguson, Mt. Pleasant office, provides direct services to victims, provides direct supervision to those providing direct services to crime victims, completing VOCA required time and activity reports, completing the required programmatic and financial report, maintaining crime victim records, conducting victim satisfaction surveys and needs assessments to improve service delivery. Any Administrative costs charged to VOCA will be for direct supervision of staff providing direct client services for this grant. Salary plus fringe \$115,774.38. Salary \$103,369.99 Fringe \$12,404.39 @90.00% = \$104,191.45 (Match \$47,462) | \$56,729.45 | \$47,462.00 | \$0.00 | \$0.00 | \$104,191.45 | 90 | |
| Personnel | Database Administrator | Internet Technology Advocate, Arthur Taylor, Part-time Maintains, supports, and repairs all technology owned by the Agency. Responsible for support tickets and assists with tracking inventory throughout all offices. Salary plus fringe \$20,966 Salary \$18,720 Fringe \$2,246 @54% = \$11,352. (Match \$6,111) Clarification on IT: Arthur provides WIFI and technical support to client computers at the main office and shelter, so clients can search for jobs and fill out applications online. | \$5,241.00 | \$6,111.00 | \$0.00 | \$0.00 | \$11,352.00 | 54 | |

| | | | | | | | | |
|---------------------------------------|---|--|-------------|-------------|--------|--------|-------------|---|
| Contractual and Professional Services | Attorney | Attorney Fees to provide general business legal guidance, to exclude litigation. Provide client assistance to court. Performed by Jacob Pugh \$36,000 @74% = \$26,6940 (Match \$17,817) | \$9,000.00 | \$17,817.00 | \$0.00 | \$0.00 | \$26,817.00 | 0 |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Required Single Audit performed by (TBD). \$26,000 @ 78%= \$20,280 (Match \$7,125) | \$13,106.51 | \$7,125.00 | \$0.00 | \$0.00 | \$20,231.51 | 0 |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | TCFV Recommended CPA Consulting Firm to make observations and recommendations to overall accounting processes. Performed by Sean Hale Consulting LLC, \$30,000.00 @ 48% \$14,400.00 (Match \$7,000) | \$7,500.00 | \$7,000.00 | \$0.00 | \$0.00 | \$14,500.00 | 0 |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Payroll Processing Firm will provide payroll processing, report taxes quarterly, provide W-2's, track employees leave time. Performed by Paychex, Inc. \$10,000 @ 70% \$7,000.00 (Match \$2,000) | \$5,000.00 | \$2,000.00 | \$0.00 | \$0.00 | \$7,000.00 | 0 |
| Contractual and Professional Services | Housekeeping, Custodial, Building, and Grounds-Related Services | Plumbing repairs, Electrical Repairs, Heat/AC repairs, Security Gate Repairs, Furniture Assembly, Pest Control and Fire Extinguisher Inspection/ Replacement for the Shelter. \$25,300 @58% = \$14,579.22 (Match \$600) | \$13,979.22 | \$600.00 | \$0.00 | \$0.00 | \$14,579.22 | 0 |
| Contractual and Professional Services | Housekeeping, Custodial, Building, and Grounds-Related Services | Yard Mowing and Clean-up services for 2 Offices and the Shelter. \$8,500 @56.76% = \$3,293.75 | \$3,293.75 | \$0.00 | \$0.00 | \$0.00 | \$3,293.75 | 0 |
| Contractual and Professional Services | Security and Monitoring Services | ADT Security Monitoring for the MP Office and the Shelter to protect client and staff. \$4,800.00 @ 32% = \$1,536.00 per cost allocation. | \$1,536.00 | \$0.00 | \$0.00 | \$0.00 | \$1,536.00 | 0 |
| Travel and Training | In-State Incidentals and/or Mileage | Mileage to transport clients to shelter from Paris, Sulphur Springs, and Clarksville; to transport clients to other help agencies, law enforcement, and other program related destinations outside of the county. Also, reimbursement for counseling staff to have follow up sessions with clients at Paris & Sulphur Springs Outreach Offices. Approximately 14,000 miles per year @ .67cents per mile = \$9,380 X 67% = \$6,452.20 (Match \$2,138) | \$4,314.80 | \$2,138.00 | \$0.00 | \$0.00 | \$6,452.80 | 0 |

| | | | | | | | | |
|--|--|---|-------------|------------|--------|--------|-------------|---|
| Supplies and Direct Operating Expenses | Cellular, Fax, Pager, and/or Office Telephone | Phone service in 4 counties (Titus, Hopkins, Lamar, Clarksville) estimated cost based off of previous year. \$12,700 @ 64% = \$8,087.40 (Match \$2,040) | \$3,047.42 | \$2,040.00 | \$0.00 | \$0.00 | \$5,087.42 | 0 |
| Supplies and Direct Operating Expenses | Internet Access Services | Internet access for 3 offices and shelter total agency cost @ \$17,094 @ 22% = \$3,382.00 | \$3,382.00 | \$0.00 | \$0.00 | \$0.00 | \$3,382.00 | 0 |
| Supplies and Direct Operating Expenses | Internet Access Services | The phones at the Shelter are now equipped with Twilio. Twilio allows clients / potential clients to text message our hot line. This allows a hearing-impaired client easy access to us or a client who may be in danger and is unable to talk for fear of being overheard a way to access us. The cost is \$2,527.20 / year @ 59.50% = \$1,503.69. | \$1,503.69 | \$0.00 | \$0.00 | \$0.00 | \$1,503.69 | 0 |
| Supplies and Direct Operating Expenses | Network and Server Software and/or Licenses (\$5,000 or less per unit) | Amazon Web Services - Amazon Web Services offers a broad set of global cloud-based products including compute, storage, databases, analytics, networking, mobile, developer tools, management tools, IoT, security, and enterprise applications. \$16,140 @50% \$8,070 | \$8,070.00 | \$0.00 | \$0.00 | \$0.00 | \$8,070.00 | 0 |
| Supplies and Direct Operating Expenses | Network and Server Software and/or Licenses (\$5,000 or less per unit) | Microsoft - Azure is Microsoft's public cloud platform. Azure offers a large collection of services, which includes platform as a service (PaaS), infrastructure as a service (IaaS), and managed database service capabilities. Yearly \$5,292 @50% \$2,646 | \$2,646.00 | \$0.00 | \$0.00 | \$0.00 | \$2,646.00 | 0 |
| Supplies and Direct Operating Expenses | Specialized Computer Software (\$5,000 or less per unit) | Maintenance, updates, and backup for Abila MIP Accounting Software and Payroll, @ \$15,000 annually @ 56.76% = \$8,500.00 | \$8,500.00 | \$0.00 | \$0.00 | \$0.00 | \$8,500.00 | 0 |
| Supplies and Direct Operating Expenses | Costs for Space (lease or rental) | Rent for Paris Office @ \$6,000/year, Sulphur Springs Office @ \$21,600/year, \$27,600; cost allocated to this grant @ 79% = \$17,001 (Match \$4281) | \$12,720.00 | \$4,281.00 | \$0.00 | \$0.00 | \$17,001.00 | 0 |
| Supplies and Direct Operating Expenses | Fidelity Bonding | Required Fidelity Bonding \$35,000.00 allocated to VOCA @60% = \$21,170 (Match \$3,320) | \$17,850.00 | \$3,320.00 | \$0.00 | \$0.00 | \$21,170.00 | 0 |
| Supplies and Direct Operating Expenses | Office Supplies (e.g., paper, postage, calculator) | Office supplies to include supplies for 4 office locations: Titus, Hopkins, Red River and Lamar Counties. File folders, document shredding, date labels, computer software, copy paper, binders, paper towels, toilet paper, hand soap, hand sanitizer, paper clips, antibacterial wipes, | \$6,750.00 | \$6,225.00 | \$0.00 | \$0.00 | \$12,975.00 | 0 |

| | | | | | | | | | |
|--|--|--|------------|--------|--------|--------|------------|---|--|
| | | air freshener, paper towel, Lysol spray, binder clips, post-it notes and tabs, janitorial products, pens and pencils, binder dividers, stamps, tape, staplers and staples, staple pullers, legal pads, highlighters, Kleenex, stamps, envelopes, label tape for label makers, labels for file folders and envelopes, hanging files, flash drives, printer ink cartridges. Total agency costs are \$27,000 @ approximately 48% allocated to this grant = \$12,975 (Match \$6,225) | | | | | | | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Shelter supplies: File folders, date labels, computer software, copy paper, binders, paper towels, toilet paper, hand soap, hand sanitizer, paper clips, binder clips, post-it notes and tabs, janitorial products, pens and pencils, binder dividers, stamps, tape, staplers and staples, staple pullers, legal pads, highlighters, Kleenex, Lysol spray, label tape for label makers, labels for file folders and envelopes, hanging files, flash drives, printer ink cartridges, washing detergent, dishwashing soap, dishwasher soap, antibacterial wipes, air freshener, tampons, sanitary pads, take out boxes/food container, napkins, and plastic silverware for when clients are quarantined to their rooms due to COVID or food is being taken to a client in a motel, paper towel . Total agency costs are \$11,000 @ 50% allocated to this grant = \$6,000.00. | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$6,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Canned goods, dairy, fruits, vegetables, meats and ingredients to provide nourishing meals to shelter clients based on last year's expenses of \$20,695; cost allocated to this grant @ 33% = \$7,000.00. | \$7,000.00 | \$0.00 | \$0.00 | \$0.00 | \$7,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Project supplies for shelter clients i.e. toiletries, and clothing (size not available at the SAFE-T Thrift Store) \$2,000. Costs allocated to grant @ 20.75% = \$415.00. | \$415.00 | \$0.00 | \$0.00 | \$0.00 | \$415.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Trax bus tickets purchased by agency to give to client to get to work or to take care other business in town @ \$250.00 / year @ 41.65% = \$104.11 | \$104.11 | \$0.00 | \$0.00 | \$0.00 | \$104.11 | 0 | |

| | | | | | | | | |
|--|--|--|-------------|------------|--------|--------|-------------|---|
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Hotel/Motel costs when clients are fleeing and not able to get to the shelter in the middle of the night, shelter overflow, or client must quarantine due to COVID-19 positive test or exposure @ \$40,300/year @ 27% = \$11,000.00. Hotel/Motel costs are directly billed to SAFE-T Crisis Center and paid through our credit card. | \$11,000.00 | \$0.00 | \$0.00 | \$0.00 | \$11,000.00 | 0 |
| Supplies and Direct Operating Expenses | Photographic Equipment and Accessories (\$5,000 or less per unit) | Copier/fax/scanner combination lease/maintenance for shelter and 4 offices cost allocated at annual \$25,164 @ 62% = \$15,686. (Match \$3,104) | \$12,582.00 | \$3,104.00 | \$0.00 | \$0.00 | \$15,686.00 | 0 |
| Supplies and Direct Operating Expenses | Electric, Gas, and/or Water / Wastewater | Utilities for main office (Titus), Paris, Sulphur Springs, and Shelter estimated at \$37,000; cost allocated @52 = \$19,200. (Match \$700) | \$18,500.00 | \$700.00 | \$0.00 | \$0.00 | \$19,200.00 | 0 |
| Supplies and Direct Operating Expenses | Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage) | Vehicles (Van / Truck) 2003 Chevrolet Silverado, 2009 Dodge Caravan, and 2001 Ford F 150 Crew truck are all the property of SAFE-T. Gas and operating / maintenance: Maintenance of vehicles are tires, oil changes, tune ups and mechanical failures. Total agency cost \$10,000 @ 50% = \$5,000.00. | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0 |

Source of Match Information

Detail Source of Match/GPI:

| DESCRIPTION | MATCH TYPE | AMOUNT |
|---|------------|--------------|
| Sexual Assault Prevention and Crisis Services Other Victim Assistance HHSC State Grants | Cash Match | \$172,500.00 |

Summary Source of Match/GPI:

| Total Report | Cash Match | In Kind | GPI Federal Share | GPI State Share |
|--------------|--------------|---------|-------------------|-----------------|
| \$172,500.00 | \$172,500.00 | \$0.00 | \$0.00 | \$0.00 |

Budget Summary Information

Budget Summary Information by Budget Category:

| CATEGORY | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--|--------------|--------------|---------------|--------|--------------|
| Contractual and Professional Services | \$53,415.48 | \$34,542.00 | \$0.00 | \$0.00 | \$87,957.48 |
| Personnel | \$507,199.50 | \$116,150.00 | \$0.00 | \$0.00 | \$623,349.50 |
| Supplies and Direct Operating Expenses | \$125,070.22 | \$19,670.00 | \$0.00 | \$0.00 | \$144,740.22 |
| Travel and Training | \$4,314.80 | \$2,138.00 | \$0.00 | \$0.00 | \$6,452.80 |

Budget Grand Total Information:

| OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--------------|--------------|---------------|--------|--------------|
| \$690,000.00 | \$172,500.00 | \$0.00 | \$0.00 | \$862,500.00 |

Condition Of Fundings Information

| Condition of Funding / Project Requirement | Date Created | Date Met | Hold Funds | Hold Line Item Funds |
|--|--------------------------|----------|------------|----------------------|
| <p>Resolution: Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a resolution electronically using the 'Upload' function in the eGrants system. The resolution must contain the following:</p> <ul style="list-style-type: none"> • Authorization by your governing body for the submission of the application to OOG that clearly identifies the name of the project for which funding is requested; • A commitment to provide all applicable matching funds; • A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update OOG should the official change during the grant period.); and • A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to OOG. <p>*Resolution needs a second signature.</p> | 3/12/2024 11:54:46 AM | | Yes | No |

You are logged in as **User Name:** Christy Bright ; **UserName:** Cbright * INTERNALUSER

Office of Governor – PSO/CJD Applications

RCJAC Scoring Instrument

VOCA

SAFE-T

Funding Opportunity: **General Victim Assistance-Direct Services (VOCA)**

Applicant Agency: **Shelter Agencies For Families in East Texas (SAFE-T)**

Project Title: **Children & Youth Services/Domestic Violence, Sexual Assault, and Transitional Housing**

Application Number: **2453111**

Amount Requested: **\$690,000.00**

1. Name of RCJAC Member:
 2. Phone Number of RCJAC Member):
-

Conflict of Interest:

The COG's governing body and RCJAC members must abstain from scoring, commenting, and voting on any application, other than a grant application submitted by the COG, during the prioritization process if they, or an individual related within the third degree by consanguinity or within the second degree by affinity, have one or more of the following conflicts of interest.

(Please answer each question)

3. Are you, or an individual related within the third degree by consanguinity or within the second degree by affinity, employed by the applicant agency and works for the unit or division that would administer the grant if awarded? **If answer is yes, RCJAC member cannot score this application and must abstain.**

Yes

No

4. Do you, or an individual related within the third degree by consanguinity or within the second degree by affinity, serve on any governing board that oversees the unit or division that would administer the grant if awarded? **If answer is yes, RCJAC member cannot score this application and must abstain.**

Yes

No

5. Do you, or an individual related within the third degree by consanguinity or within the second degree by affinity, own or control any interest in a business entity or other non-governmental organization that benefits, directly or indirectly, from activities with the applicant agency? **If answer is yes, RCJAC member cannot score this application and must abstain.**

Yes

No

6. Will you, or an individual related within the third degree by consanguinity or within the second degree by affinity, receive 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 answer is yes, RCJAC member cannot score this application and must abstain.**

Yes

No

Attendance:

7. Was a knowledgeable representative from the applicant agency available at the CJAC scoring meeting to present their project and address potential questions?

(Maximum 15 Points) _____

Management & Fiscal Capability:

8. If funded, would the applicant/agency be able to provide the necessary resources to manage and carry out the project in an effective and fiscally responsible manner?

(Maximum 15 Points) _____

Local Priorities:

9. Does the project address at least one local priority for the ATCOG region from the following list?

(Maximum 10 Points) _____

- ❖ 24-hour crisis intervention, legal advocacy, and counseling (staff counselor) to victims of domestic violence, sexual assault, stalking, dating violence, and human/sex trafficking and also provide shelter services and case management to the victims as necessary.
 - ❖ Provide a safe child-friendly atmosphere for child abuse victims, while fostering collaborative working relationships with investigative agencies, thus reducing the trauma experienced by child victims and their non-offending family member when interviewed and provide follow up services.
 - ❖ Legal Advocacy and/or assistance with protective order processing, court accompaniment, as well as assistance with Crime Victims' Compensation (CVC) and Texas Victim Information & Notification Everyday (VINE), in relation to violent crime victims.
 - ❖ Short-term housing assistance for victims of domestic violence and sexual assault, as well as other types of victims.
 - ❖ Educational programs, public awareness, school programs, and community involvement to increase awareness regarding child abuse, neglect, domestic violence, sexual assault, bullying, and dating violence.
-

Documentation of Problem:

10. Does this project avoid duplication or overlapping of existing resources or programs available within the project's proposed service area and target population?

(Maximum 10 Points) _____

11. Does the supporting data validate the problem within the proposed target area?

(Maximum 10 Points) _____

Cost and Program Effectiveness:

- 12. Are the activities to be conducted reasonable and will they adequately accomplish the goals of the project? (Maximum 10 Points) _____
 - 13. Are the budget line items eligible and essential to meeting the goals of the project?
(Maximum 10 Points) _____
 - 14. Does the organization have a clear plan to generate, collect, and assess output and outcome measures to support evaluation of results? (Maximum 10 Points) _____
 - 15. Does the project document coordinated collaboration with other agencies and/or organizations? (Maximum 10 Points) _____
-

16. Enter any comments you have regarding this application/project here:

| |
|---|
| Comments: |
|---|

17. By entering your RCJAC member code below, you are certifying that the above scores are your own. _____

(Each RCJAC member should have received his/her confidential code in the scoring packet email.)

Funding Opportunity: Victims of Crime Act Funding (VOCA)

Agency Name: Shelter Agencies For Families in East Texas (SAFE-T)

Grant/App: 2453111 **Start Date:** 10/01/2024 **End Date:** 9/30/2025

Project Title: Children & Youth Services/Domestic Violence, Sexual Assault, and Transitional Housing

CJD Requested Amount: \$690,000.00 (1-YEAR TOTAL BUDGET AMOUNT)

Counties within Project's Impact Area (within ATCOG Region):

Delta, Franklin, Hopkins, Lamar, Morris, Red River, Titus

Narrative Information

Project Abstract :

SAFE-T was founded in 1995 to provide emergency shelter for victims of domestic violence. In the years that followed, SAFE-T expanded its services to include victims of sexual assault, dating violence, stalking, and more recently, human trafficking. SAFE-T serves seven counties: Titus, Delta, Hopkins, Franklin, Morris, Lamar, and Red River, with four offices, which are located in Clarksville, Mt. Pleasant, Sulphur Springs, and Paris. SAFE-T employs a diverse staff, including bilingual advocates, to serve an equally diverse population. The goal of the proposed project is to provide counseling, advocacy, legal services, legal advocacy, transportation, victim support groups and emergency shelter services to victims of domestic violence and sexual assault in SAFE-T's area of service. These services are offered to provide a safe environment and an opportunity for healing from the trauma victims have experienced. Through the prevention program, SAFE-T will create awareness of the services SAFE-T provides and educate the community about the causes and consequences of domestic violence for individuals and communities, as well as remove barriers to receiving services by correcting misinformation, addressing cultural distinctions and breaking down prejudices.

Problem Statement :

Victims and survivors of domestic violence and sexual assault are under-resourced in the rural region in which SAFE-T serves. SAFE-T is the only agency serving seven counties in Northeast Texas that provides comprehensive shelter and non-residential services for domestic violence and sexual assault. While domestic violence affects all levels of income, 67% of the clients SAFE-T serves live at or below the poverty level. Children are the most vulnerable victims of abuse. They turn to their caregiver for protection, who may not be able to provide for all or any of their needs, if she or he is the primary victim of abuse. Children exposed to domestic violence are at higher risk of becoming an abuser themselves, using drugs, or becoming adult victims of abuse, thus perpetuating the cycle of abuse. Based on a study reported in the January 2013 National Bulletin on Domestic Violence, toxic stress can disrupt the development of brain architecture and other organ systems, increasing risk for stress-related disease and cognitive impairment, well into the adult years. Protecting adult and child victims of abuse often requires a comprehensive set of services to address the immediate safety needs, by providing emergency shelter services and seeking protective orders, as well as prepare the victims for living apart from their offenders through professional counseling, victim support groups, transitional housing, legal assistance with CPS or custody disputes, assistance obtaining state or community resources or employment. Additionally, many victims still suffer in silence due to inaccurate public perceptions regarding domestic violence and sexual assault victims, prior bad experiences seeking protection from domestic violence, or a lack of information about services available to help victims. SAFE-T's prevention specialists and advocates will provide education, training and information to the community partners in law enforcement, child protection and the community at large, to afford victims with dignified assistance in moving toward a safer future for themselves and their children.

Supporting Data :

Of the 2455 clients that were served by SAFE-T in the prior fiscal year, 1205 were children. SAFE-T provided 401 victims with emergency shelter. This information was obtained from SAFE-T's data-tracking software, which is required

by the Health and Human Services Contract. SAFE-T's data for 2022-2023 shows that victims that entered the shelter were assisted with multiple services including emergency legal services, crime victim compensation, victim impact statements, obtaining government documents needed for benefits, education, assisted victims with child welfare proceedings, provided counseling, employment assistance, and educational assistance. In Texas, 1 in 3 women have experienced domestic violence in their lifetime. (Survey by Texas Council on Family Violence.) In 2022-2023, there were 6218 hotline calls to SAFE-T's hotline seeking services. SAFE-T has text messaging to the 24/7 hotline number which is likely responsible, in part, to some hotline calls. 2020 was the last report that Texas Department of Public Safety published on the number of Family Violence cases reported by county. When SAFE-T compares this report to the number of clients served, the data is interesting. In 2020 the Texas Department of Public Safety reported 965 family violence cases in the 7-county region SAFE-T covers. In the same time frame, SAFE-T served 4 times that number of family violence victims, which is considerably more than the Texas Department of Public Safety cases. This discrepancy can be caused by several factors; however, it is clear that local victims more often present to SAFE-T than to Law enforcement. (<https://www.dps.texas.gov/section/crime-records-service/crime-texas>). SAFE-T is clearly a viable safe option for victims who are seeking protections.

Project Approach & Activities:

This project and activities address the crime of domestic violence with the need for shelter and other victim services in the 7 rural 7 county area. SAFE-T Crisis Center has adopted the Trauma-Informed Care approach while providing all services. Trauma-Informed Care is an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma. Trauma-Informed Care also emphasizes physical, psychological, and emotional safety for both victims and providers, and helps survivors rebuild a sense of control and empowerment. According to TDHS, "When a human service program takes the step to become trauma-informed, every part of its organization, management, and service delivery system is assessed and potentially modified to include a basic understanding of how trauma affects the life of an individual seeking services." The activities included in this project includes shelter services and non-resident services for all domestic violence and sexual assault victims. Activities and services include emergency shelter for 375 victims, legal assistance for 150 victims, advocacy for 2500 individuals, and counseling for 175 people. Additional activities include case management, groups, life skills training for social and emotional mindfulness support, transportation of clients to appointments, accompaniment for court, 24/7 hotline coverage including text messages, and referrals to other agencies who provide assistance. SAFE-T has turned away over 200 other victims, due to lack of shelter room. Victims seeking counseling receive therapy depending upon individual needs and age. The SAFE-T Counselor has received intense training in these three therapies: Eye Movement Desensitization and Reprocessing (EMDR), Trauma-Focused Cognitive Behavior Therapy (TF-CBT), and Animal Assisted Therapy (AAT). These core principles are utilized in a components-based plan of treatment which include:

- Psycho-education
- Mindfulness Strategies and Techniques
- Mindful Parenting Skills and Groups
- Relaxation Skills
- Affective Regulation Skills
- Cognitive Processing Skills
- Trauma Narrative and Processing
- In vivo mastery of trauma reminders
- Parent Child Sessions
- Enhancing Safety
- Increase self-compassion / self-care
- Reduce anxiety
- Improve willingness to be involved in a group/individual counseling/social and emotional activities
- Improve interactions with children and adults
- Improve communication, connection and awareness of self and others

Capacity & Capabilities:

SAFE-T has been providing domestic violence and sexual assault services for 29 years and has a strong infrastructure and key program staff that have been with the agency for over ten years. Mary Ferguson is the Executive Director at SAFE-T Crisis Center. She was a founding Board Member for SAFE-T in 1995, volunteered for SAFE-T for 18 years, and was employed for nine years as Program Director, assisting with all programs and client services. She received her Bachelor of Applied Arts and Sciences Degree in 2019 from Texas A&M University-Texarkana. Mary has 28 years of experience working with victims of domestic violence and sexual assault. SAFE-T's Counseling Director/Program Director, Charla Bowen, LPC-S, has been a part of the SAFE-T team for 14 years. She received intense training in Eye Movement Desensitization and Reprocessing (EMDR), Trauma-Focused Cognitive Behavior Therapy (TF-CBT), and Animal

Assisted Therapy (AAT). She facilitates contact with Georgia, the emotional support dog, which provides comfort for many of SAFE-T's clients, especially the children. Edith Sparks, Financial Director, has worked with SAFE-T for over five years and provides leadership for grant management, financial services, payroll and benefits. She manages a team handling the financial stewardship of the agency. Edith holds a Bachelor's Degree in Business Administration from Texas A&M University--Texarkana. Destiny Mitchell, Program Coordinator, has worked for SAFE-T for 3 years. She oversees SAFE-T's programs, four offices and client services. Also, she was previously the Housing Coordinator for SAFE-T for two years. Wendie Gibson is the Shelter Manager and oversees the emergency shelter. Wendie manages a team providing all aspects of trauma-informed care to victims who are fleeing and in need of safe refuge. Wendie has been an advocate for underserved people for over 10 years. Chelsey Miars, Legal Advocate, provides emergency legal services to victims and survivors, represents and advocates for victims involved with the child welfare system, trains law enforcement in domestic violence and trauma-informed response, and advocates for offender accountability. All employees and volunteers are trained in trauma-informed responses to domestic violence and sexual assault and can provide direct assistance and emergency intervention to victims as needed.

Performance Management :

The goal of the proposed project is to provide counseling, advocacy, legal services, legal advocacy, transportation, victim support groups and emergency shelter services to victims of domestic violence and sexual assault in SAFE-T's area of service. These services are offered to provide a safe environment and an opportunity for healing from the trauma the victims have experienced. Through the prevention programs, SAFE-T also endeavors to create awareness of SAFE-T services and educate the community about the causes and consequences of domestic violence for individuals and communities, as well as remove barriers to receiving services by correcting misinformation, addressing cultural distinctions and breaking down prejudices. The proposed project has several objectives: 1. To Increase client safety and physical healing by providing emergency shelter to approximately 375 victims of family violence, sexual assault, and to victims fleeing domestic violence. 2. To facilitate psychological and emotional healing from the trauma victims of family violence and sexual assault have experienced by providing crisis intervention counseling, and professional counseling to reduce the effects of trauma (PTSD, anxiety, mood swings, depression, poor or ineffective coping skills) to approximately 175 victims of domestic violence and sexual assault. 3. Enhance client restoration for 150 victims of abuse by utilizing emergency legal remedies including protective orders, divorce, child custody, and modifications of existing orders by providing professional legal services from a licensed attorney or referral to other appropriate legal service providers, including prosecutors and indigent care legal aid. 4. Enhance the ability of 150 victims living in rural areas of service counties without transportation to receive critical victim services by providing transportation advocacy. Trained staff or volunteers driving an agency owned vehicle or staff cars will provide transportation. 5. Education and information efforts to provide schools, businesses, and churches to identify and refer victims for assistance and help change bias and norms about domestic violence and sexual assault. Approximately 4,000 pamphlets will be distributed within the seven counties of service. Approximately 100 presentations will be given, and 10 community fairs attended to share information among agencies, community partners and the public. All victims receiving services are tracked with client and service tracking software, including case notes. Individual programs, as well as any clients involved in those programs, are monitored and progress evaluated by Program Director responsible for the programs. Generally, success is measured by the ability to offer the service to a victim and individual case management helps to ensure the best possible outcomes for the clients.

Target Group :

SAFE-T's target group is all victims of domestic violence and sexual assault in the rural area SAFE-T serves without regard to race, gender, age, ethnicity, socio-economic status, religion or sexual orientation. SAFE-T serves seven counties in Northeast Texas: Titus, Delta, Hopkins, Franklin, Morris, Lamar, and Red River with a combined population of 157,933. On Average 70-85% of the population have a high school education, while around 15% have obtained a bachelor's level education or higher. 17.2% of the population in the SAFE-T service area live under the poverty level. Depending upon the county 16-42% are Hispanic from various countries. Due to the large Hispanic population served,

SAFE-T employs bilingual staff. Non-English-speaking victims face additional barriers to receiving services and additional challenges meeting the financial needs of their families. SAFE-T partner's with Texas Civil Rights Advocacy Project for immigration applications to provide legal status when needed and work with victims of all backgrounds to achieve housing, financial and food security. In Calendar year 2023, 65% of the SAFE-T clients were below the poverty level, eligible for TANF. This population is often very dependent upon SAFE-T to provide information, education and opportunity for a safe and healthy future. Emergency shelter is often insufficient for long-term safety for victims and their families. Victims are safe when they live without violence, their basic needs are met, and they experience social and emotional well-being. Last year, SAFE-T provided services for approximately 2,455 persons in the rural seven-county area agency-wide. This year, SAFE-T will serve approximately 2,500 to 3,000 victims with these funds.

Evidence-Based Practices:

SAFE-T's provides Trauma-Informed Care for victims/survivors of domestic violence. The evidence-based curriculum called "Owning Up" by Rosaline Wiseman and "Second Step" is presented to children in local schools. This curriculum reinforces caring for others and addresses bullying, character, honesty, empathy, and integrity. Occasionally students in a domestic violence home disclose abuse through teaching these topics. Staff's observation in teaching these skills is that the skills students learned one year are often remembered the next year. Each year the curriculum is age-appropriate and builds upon itself. Due to the influx of adult clients that were previously placed in Texas Schools in Special Education programs, SAFE-T has focused on special education classrooms, as well as regular classrooms, to help these students identify bullying, types of abuse, and how to report when this is happening to them. SAFE-T has also implemented the use of Animal Assisted Therapy within the construct of community, school, and professional presentations. SAFE-T has also implemented a prevention / intervention program called HERO with the juvenile justice departments of the counties we serve. We are working with juvenile probation officers to provide an eight-week psycho-therapy group for both the parents and the adolescents, the juvenile probation officers believe to be appropriate fit for this type of group at a DV center. We have 3 sessions with the parents and provide progress reports twice during the 8-week time frame to both the referral sources and the parents. Weekly attendance and lesson plans are sent to the juvenile probation officers so they can follow up with the topics discussed in group. We utilize the evidenced based Trauma Focused Cognitive Behavioral Therapy workbook created by Judith Cohen, mindfulness techniques from Dallas Yoga Center, and Animal Assisted Therapy that has been researched as an effective modality for at risk juveniles by Dr. Cynthia Chandler from the University of North Texas. This program is proving to be successful and we look forward to expanding our implementation of outreach to At-Risk youth in the counties we serve. The Animal Assisted Therapy (AAT) Program provided by SAFE-T is considered a professional service program in which both the counselor and the therapy animal provide interventions that are goal orientated to provide prevention strategies to identify the traumatic effects of domestic violence. AAT has structured interventions that intentionally incorporate animals in both the educational setting and individual counseling setting for the purpose of therapeutic gains and overall improved health and wellness that many times decrease due to domestic violence in the homes. Odendaal (2000) drew the following conclusions from Animal Assisted Therapy: The greatest psychophysiological benefit of the human animal interacts occurred between 5 and 24 minutes after the start of the interactions, thus the client displaying neurochemical changes with decreases in blood pressure, and increased measures of beta-endorphin, oxytocin occurred in both the client, the counselor, and the therapy dog. This newly discovered therapy presents as an excellent fit for clients exposed to the ramifications of domestic violence and the traumatic symptoms associated with domestic violence. There is also much research on the ACE Study, which was designed to assess what SAFE-T considered to be "scientific gaps" about the origins of risk factors and the relationship between adverse childhood events (ACE), health care use, and causes of death. CDC and Kaiser Permanente in CA from 1995 to 1997, and more than 17,000 participants (HMO patients / middle class) had a standardized physical examination. ACE findings of childhood exposure to domestic violence and behavioral conditions and Center for Disease Control consider DV as a Major Health Issue. The ACE Study found that many respondents reported at least one adverse experience during childhood. However, those adult participants who reported four or more ACEs were at significantly increased risk for suicide attempts, depression, drug abuse, and alcoholism (Futures Without Violence, 2008). For those participants who reported witnessing their mother's abuse, there was a substantial increase and greater risk during

adolescence for alcohol use, drug use, and depression. (Dube et al., 2006). Hence SAFE-T's rationale for choosing particular models of counseling is based on the information above. SAFE-T is fortunate to have been provided the framework for trauma-informed care and best practices within the modality of the following "Evidence-Based Practices" that are research based with the ability to implement on both an individual, group, and community level. Due to the construct of the components, Trauma-Focused - Cognitive Behavioral Therapy is identified as one of the best therapies for children exposed to trauma. SAFE-T was part of the Texas Children Recovering from Trauma Initiative and according to the initiative, in research, TF-CBT consistently obtains outcomes that surpass non-directed therapy approaches. TF-CBT continues to be one of the most research-based modalities and educating children and caregivers about the connections among thoughts, feelings and behaviors is an essential element of psychoeducation and cognitive processing. Further noted, TF-CBT and AAT can be utilized in both the individual or therapeutic group setting. Additionally, these therapeutic modalities are also appropriate to use in the community and school settings. SAFE-T's Counseling Director, Charla Bowen, LPC-S, is certificated in both AAT and TF-CBT. Most recently, Charla became certified in mindfulness teaching. This too is an up-and-coming researched based modality for the trauma of domestic violence. The mindful self-compassion movement is offering research to support this modality as a proven way of self-acceptance, inner strength, and the ability to thrive. Mindfulness techniques, like TF-CBT and AAT, are appropriate for both the individual counseling setting as well as the therapeutic group setting. Again, by utilizing mindfulness-based strategies, the traumatic effects of fight, flight, freeze, and/or fawn have the tendency to decrease and the research in the area of mindfulness is growing rapidly, especially in the area of mindful self-compassion, a technique created by Kristin Neff from the University of Texas. Additionally, to better serve adult clients, SAFE-T has also received training in Eye Movement Desensitization and Reprocessing (EMDR). By partnering with Parkland's Victim Intervention Program (VIP), SAFE-T has been able to provide EMDR therapy to clients, as well as train with some of the best therapists across the state in this area of trauma. EMDR is a chosen modality of treating trauma and has high evidence and outcome-based data. Most recently, there has been a trend across the state at Crisis Centers to implement EMDR due to its high evidence-based findings and correlation to a trauma-informed care approach. EMDR is also a manualized form of treatment, which keeps the validity and integrity of the counseling process intact. EMDR like TF-CBT is considered to be a well-supported empirically based method of treatment. According to EMDR International Association (EMDRIA) which is housed in Austin, Texas, EMDR is an integrative psychotherapy approach that has been extensively researched and proven effective for the treatment of trauma. EMDR is a set of standardized protocols that incorporates the elements from much different treatment approaches with the use of bilateral stimulation using eye movements and/or tapping. To date, EMDR therapy has helped millions of people of all ages relieve many types of psychological stress. EMDR is an evidence-based psychotherapy for posttraumatic stress disorder (PTSD). In addition, successful outcomes are well-documented in the literature for EMDR other mental health problems, and somatic symptoms, which in turn align with the trauma-informed care approach. The model on which EMDR is based, Adaptive Information Processing (AIP) posits that much of psychopathology is due to the maladaptive encoding of and/or incomplete process of traumatic or disturbing adverse life experiences, which impairs the client's ability to integrate these experiences in an adaptive manner. This resonates loudly with SAFE-T's client population, with respect to domestic violence, sexual assault, poly-victimization, and generational abuse. Trauma-Informed Care for Domestic Violence is a best practice across the nation.

http://www.ncdsv.org/images/ODVN_Trauma-InformedCareBestPracticesAndProtocols.pdf In conclusion, SAMHSA states there are Six Key Principles Fundamental to a Trauma-Informed Approach: 1. Safety – Throughout the organization, staff, and people they serve feel physically and psychologically safe; the physical setting is safe and interpersonal interactions promote a sense of safety. 2. Trustworthiness and Transparency – Organizational operations and decisions are conducted with transparency with the goal of building and maintaining trust with clients and family members. 3. Peer Support – with mutual self-help are key vehicles for establishing safety and hope, building trust, and enhancing collaboration. 4. Collaboration and mutuality – The organization recognizes that everyone has a role to play in the trauma-informed approach. Healing happens in relationships and in the meaningful sharing of power and decision-making. 5. Empowerment, Voice, and Choice – Clients are supported in shared decision making, choice, and goal setting in determining the plan of action they need to heal and move forward. They are supported in self-advocacy skills. Staff use facilitators of recovery rather than controllers of recovery. 6. Cultural, Historical, and Gender Issues–The organization moves past cultural stereotypes, biases on race and gender.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

| ACTIVITY | PERCENTAGE: | DESCRIPTION |
|-------------------------------------|-------------|--|
| Crisis Services | 40.00 | Clients receive crisis services from the point of initial contact. Clients make initial contact via 24-hour hotline or in person at one of the SAFE-T offices. After hours advocates meet clients at a local police department or hospital. Advocates inform client of services available to them such as crisis intervention, shelter, counseling, housing, and legal assistance. Advocates assist clients with completing applications, making phone calls, and provide accompaniment to appointments as needed. |
| Legal Advocacy | 5.00 | Survivors are identified soon after the offense, provided information on victims' rights (restitution, crime victim compensation), and provided comprehensive crisis and follow-up support needed to keep them engaged in the investigation and prosecution process. May include filling temporary restraining orders, injunctions, and other protective orders, elder abuse petitions, and child abuse petitions but does not include criminal prosecution or the employment of attorneys for non-emergency purposes, such as custody disputes, and civil suits. Those opting not to prosecute may receive required "education" about their options in an effort to reduce fear of testifying. |
| Peer Support Groups | 5.00 | Weekly peer support group meeting take place at each of the SAFE-T offices. Shelter clients attend weekly support group meeting and also have a nightly meeting that takes place at the shelter. |
| Professional Therapy and Counseling | 5.00 | Licensed counselors provide therapy to clients either at the shelter or in an office location. |
| Protective Order Assistance | 5.00 | Client's receive assistance from an attorney with civil legal issues including protective orders. |
| Shelter | 40.00 | SAFE-T operates a 24 hour emergency shelter for victims of abuse and their children. The shelter staff is a culturally diverse group that includes some bilingual staff. All staff are trained in trauma informed care techniques. The staff works with clients to develop an individualized service plan to meet the individuals needs to start the process of healing and recovery. Domestic Violence/Sexual Abuse victims who are currently fleeing, receive from other funds, housing assistance, that includes first month rent and deposit, help with evictions, and utilities at a scattered-site location in one of the seven counties we serve. Shelter clients receive personalized case management from a Shelter Advocate. Participants' Case Management Schedule is based on the Client's Individual Service Plan that is completed during the initial intake process. All participants meet with advocates at least once a week for Case Management. However, Case Management sessions can be more frequently depending on the client's goals. Every effort is made to conduct Case Management Sessions face-to-face but virtual face-to-face meetings are also an option. |

Measures Information

Objective Output Measures

| OUTPUT MEASURE | TARGET LEVEL |
|---|--------------|
| Average length of stay in shelter (in days). | 30 |
| Number of counseling hours provided to survivors. | 400 |

| | |
|---|------|
| Number of final protective orders granted / obtained. | 35 |
| Number of final protective orders requested. | 70 |
| Number of secondary victims / survivors provided shelter. | 160 |
| Number of support group sessions held. | 144 |
| Number of survivors assisted through the legal process. | 150 |
| Number of survivors participating in support groups. | 332 |
| Number of survivors receiving counseling / therapy. | 175 |
| Number of survivors receiving crisis counseling. | 175 |
| Number of temporary protective orders granted / obtained. | 25 |
| Number of temporary protective orders requested. | 25 |
| Number of times survivors are accompanied to court. | 100 |
| Number of victims / survivors provided shelter. | 375 |
| Number of victims / survivors seeking services who were served. | 2500 |
| Number of victims seeking services who were not served. | 200 |
| Number of victims who requested shelter. | 475 |

Objective Outcome Measures

| OUTCOME MEASURE | TARGET LEVEL |
|-----------------|--------------|
|-----------------|--------------|

Custom Output Measures

| CUSTOM OUTPUT MEASURE | TARGET LEVEL |
|-----------------------|--------------|
|-----------------------|--------------|

Custom Outcome Measures

| CUSTOM OUTCOME MEASURE | TARGET LEVEL |
|------------------------|--------------|
|------------------------|--------------|

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 | 5 | \$34,500.00 | |
| Child Sexual Abuse | 5 | \$34,500.00 | |
| Domestic and Family Violence | 65 | \$448,500.00 | |
| Child Sexual Assault | 0 | \$0.00 | |
| Adult Sexual Assault | 20 | \$138,000.00 | |
| 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 | 5 | \$34,500.00 | |
| 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 | \$690,000.00 |

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

- 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)

Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)
- Hotline/crisis line counseling
- 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
- Assistance with restitution (includes assistance in requesting and when collection efforts are not successful)
- 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
- 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 pornography
- Child physical abuse or neglect
- Domestic and/or family violence
- Elder abuse or neglect
- Human trafficking: labor
- Human trafficking: sex
- Kidnapping (noncustodial)
- Kidnapping (custodial)
- 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:
\$690,000.00

Other State Funds:
\$299,075.00

Other Local Funds:
\$40,334.00

Other Federal Funds:
\$334,847.00

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$1,029,409.00

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:
23

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:
20726

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:
16

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:
936

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.

We have volunteers that assist and complete special projects at the shelter and our four offices. Also, volunteers are trained for the Crisis Response Team to go to local hospitals or law enforcement for sexual assaults and domestic violence hotline calls.

Budget Details Information

Budget Information by Budget Line Item:

| CATEGORY | SUB CATEGORY | DESCRIPTION | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL | UNIT/% |
|-----------|--------------|---|-------------|-------------|---------------|--------|-------------|--------|
| Personnel | Accountant | Director of Finance, Full-time Edith Sparks, oversees the finance and | \$49,969.92 | \$36,680.00 | \$0.00 | \$0.00 | \$86,649.92 | 95 |

| | | | | | | | | |
|-----------|---------------------------------------|--|-------------|-------------|--------|--------|-------------|----|
| | | <p>administration departments. Responsibilities include directing and managing finances, and human resource personnel. Provides direct client services as needed. Only the portion of the administrative task dedicated to VOCA will be charged to this grant. Total Salary = \$90,854.40 Salary= \$81,120; Fringe = \$9,734 \$90,854.40 @95% = \$86,649.92 (Match \$36,680)</p> | | | | | | |
| Personnel | Bookkeeper | <p>Finance Assistant Advocate 10, Full-time Yisha Espinoza, Assists the Director of Finance with accounts payable, payroll and human resources duties. Provides crisis intervention, intakes, assessments of needs, legal referrals, and assistance with activities relating to domestic violence program. Total Salary = \$48,921.60 Salary \$43,680 Fringe = \$5,241.60 \$48,921.60 @48% = 23,641.15 (Match \$648)</p> | \$22,993.15 | \$648.00 | \$0.00 | \$0.00 | \$23,641.15 | 48 |
| Personnel | Bookkeeper | <p>Human Resources Manager, Edith Guerrero-Farmer, Assists the Director of Finance with accounts payable, payroll and human resources duties. Provides crisis intervention, intakes, assessments of needs, legal referrals, and assistance with activities relating to domestic violence program. Total Salary = \$46,592. Salary = \$41,600 Fringe = \$4,992 \$46,592 @57%= \$26,557</p> | \$26,557.00 | \$0.00 | \$0.00 | \$0.00 | \$26,557.00 | 57 |
| Personnel | Counselor and/or Therapist (licensed) | <p>Director of Counseling, Full-time Charla Bowen, oversees the counseling department, coordinates the counseling schedule, conducts counseling sessions with our certified therapy dog. Also obtains MOU's with any of the</p> | \$28,700.67 | \$19,569.00 | \$0.00 | \$0.00 | \$48,269.67 | 47 |

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| | | contracted counselors. Total Salary =\$102,502.40 Salary = \$91,360; Fringe = \$10,982.40= \$102,502.40 @47%= \$48,269.67 (Match \$19,569) | | | | | | | |
| Personnel | Counselor and/or Therapist (licensed) | Counselor 3, Part-time Allen Lawrence, License Professional Counselor Associate will provide direct and indirect counseling services to designated Safe-T Clients and consult with counseling supervisor upon entering and terminating counseling services for these clients during the term of the MOU. Types of counseling services documented from the Texas Behavioral Health Executive Council include General, Group, Career and Vocational, Child and Adolescent and Crisis Counseling. Salary plus fringe \$36,758.31. Salary \$32,500 Fringe \$4,258.31 @100% =\$36,758.31 | \$36,758.31 | \$0.00 | \$0.00 | \$0.00 | \$36,758.31 | 100 | |
| Personnel | Advocate | Shelter Advocate, Full-time, LaSandra Meeks, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, meeting client's needs, case management and referral services to victims of domestic violence and sexual assault. Salary plus fringe - Salary \$32,614 = Salary \$29,120 + Fringe \$3,494. = \$32,614 @70% =\$22,830 | \$22,830.00 | \$0.00 | \$0.00 | \$0.00 | \$22,830.00 | 70 | |
| Personnel | Advocate | Shelter Advocate # 9, Full-time Kristi Precise, provides services to sheltered clients; answers the 24/7 hotline and calls volunteers to respond to clients for sexual assault | \$17,472.00 | \$0.00 | \$0.00 | \$0.00 | \$17,472.00 | 50 | |

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| | | and domestic violence at local hospitals and other safe places. Duties include crisis intervention, shelter security, maintaining shelter rules, and meeting client needs. May also process housing applications for shelter clients as needed. Total Salary = \$34,944. Salary = \$31,200; Fringe = \$3,744. \$34,944 @50%=\$17,472 | | | | | | | |
| Personnel | Advocate | Shelter Advocate 2 0, Full-time Samantha Gonzales, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs. May also process housing applications for shelter clients as needed. Salary plus fringe \$34,2944 Fringe =3,744 @ 50% \$17,472 | \$17,472.00 | \$0.00 | \$0.00 | \$0.00 | \$17,472.00 | 50 | |
| Personnel | Advocate | Shelter Advocate 2 1, Full-time Alma Rodriguez, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs. May also process housing applications for shelter clients as needed. Salary plus fringe \$37,274 Salary \$33,280 Fringe =3,994 @ 50% \$18,636.80 | \$18,636.80 | \$0.00 | \$0.00 | \$0.00 | \$18,636.80 | 50 | |
| Personnel | Advocate | Shelter Advocate 2 2, Part-time, Cobye Saavedra provides services to sheltered clients; answers the 24/7 hotline and coordinates sending | \$5,242.00 | \$0.00 | \$0.00 | \$0.00 | \$5,242.00 | 30 | |

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| | | volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs. May also process housing applications for shelter clients as needed. Salary plus fringe \$17,472 Salary \$15,600 Fringe =1,872 @ 30% \$5,242 | | | | | | |
| Personnel | Coordinator | Shelter Advocate Manager #4, Full-time Wendy Gibson, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs, ordering food and shelter supplies. May also process housing applications for shelter clients as needed. Salary plus fringe \$60,570 Salary \$54,080. Fringe \$6,490 @30% = \$18,171 | \$18,171.00 | \$0.00 | \$0.00 | \$0.00 | \$18,171.00 | 30 |
| Personnel | Coordinator | Shelter Manager 5, Full-time Gabriela Campos, provides services to sheltered clients; answers the 24/7 hotline and coordinates sending volunteers to hospitals, police stations and other safe places to provide victim services. Duties include intervention services, shelter security, maintaining shelter rules, and meeting client's needs, ordering food and shelter supplies. May also process housing applications for shelter clients as needed. Salary plus fringe \$46,592 Salary \$41,600 Fringe \$4,992 @30% \$13,977.96. | \$13,977.60 | \$0.00 | \$0.00 | \$0.00 | \$13,977.60 | 30 |
| Personnel | Coordinator | Program Coordinator 1, full-time Destiny Mitchell provides direct client | \$31,450.00 | \$0.00 | \$0.00 | \$0.00 | \$31,450.00 | 50 |

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| | | services as well as recruits and trains volunteers to provide direct client services for domestic violence victims. In addition to other duties, Destiny Mitchell, is over the program and works to continue to develop this program and increase its effectiveness in the counties we serve. No administrative costs are charged to this grant. Total salary plus fringe \$62,899 Salary \$56,160 Fringe \$6,739 @50% Total \$ 31,450 | | | | | | | |
| Personnel | Case Manager | Case Manager / Advocate #13, Full-time Alicia Mendoza, provides intervention services, intakes, assessments of needs, assistance with activities relating to the domestic violence/sexual assault program. This position is also first point of contact for clients that come to the office and must be professional as well as making the clients comfortable to feel safe to do and say what they need to in order to get the help they need. Also helps with data entry. Salary plus fringe \$44,262 Salary \$39,520 Fringe \$4,742 @70% =\$30,983 | \$30,983.00 | \$0.00 | \$0.00 | \$0.00 | \$30,983.00 | 70 | |
| Personnel | Case Manager | Case Manager/ Advocate #69, Full-time Brianna Spears Mt. Pleasant office, provides educational presentations to the community and schools, and assist with helping coordinate awareness events to promote SAFE-T programs, provides crisis services, case management and referral services to victims of domestic violence and sexual assault. Additionally, the Case Manager Advocate assists with data input. Salary plus fringe \$=\$34,944 Salary \$31,200 Fringe 3,744 Total \$34,944 @69% =\$24,111. | \$24,111.00 | \$0.00 | \$0.00 | \$0.00 | \$24,111.00 | 69 | |

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| Personnel | Case Manager | Case Manager/ Advocate #70, Full-time Elizabeth Sanchez Mt. Pleasant office, provides educational presentations to the community and schools, and assist with helping coordinate awareness events to promote SAFE-T programs, provides crisis services, case management and referral services to victims of domestic violence and sexual assault. Additionally, the Case Manager Advocate assists with data input. Salary plus fringe \$ = \$34,944 Salary \$31,200 Fringe 3,744 Total \$34,944 @70% = \$24,460.80 | \$24,460.80 | \$0.00 | \$0.00 | \$0.00 | \$24,460.80 | 70 |
| Personnel | Case Manager | Case Manager / Advocate 63 Jessica Applegate Full-time Paris office provides educational presentations to the community and schools and assist with helping coordinate awareness events to promote SAFE-T programs, provides crisis services, case management and referral services to victims of domestic violence and sexual assault. Additionally, the Case Manager Advocate assists with data input. Salary plus fringe \$ = \$34,944 Salary \$31,200 Fringe 3,744 Total \$34,944 @86% = \$30,140.80 (Match \$5,680) | \$24,460.80 | \$5,680.00 | \$0.00 | \$0.00 | \$30,140.80 | 86 |
| Personnel | Data Entry Operator | Data Entry Clerk, Full-time Meagan Welch, provides intervention services, intakes, assessments of needs, assistance with activities relating to the domestic violence/sexual assault program. This position is also first point of contact for clients that come to the office and must be professional as well as making the clients comfortable to feel safe to do and say what they need to in order to get the help they need. Also helps with | \$30,983.00 | \$0.00 | \$0.00 | \$0.00 | \$30,983.00 | 70 |

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| | | data entry. Salary plus fringe \$44,262 Salary \$39,520 Fringe \$4,742 @70% =\$30,983 | | | | | | |
| Personnel | Executive Director | Executive Director, Full-time Mary Ferguson, Mt. Pleasant office, provides direct services to victims, provides direct supervision to those providing direct services to crime victims, completing VOCA required time and activity reports, completing the required programmatic and financial report, maintaining crime victim records, conducting victim satisfaction surveys and needs assessments to improve service delivery. Any Administrative costs charged to VOCA will be for direct supervision of staff providing direct client services for this grant. Salary plus fringe \$115,774.38. Salary \$103,369.99 Fringe \$12,404.39 @90.00%=\$104,191.45 (Match \$47,462) | \$56,729.45 | \$47,462.00 | \$0.00 | \$0.00 | \$104,191.45 | 90 |
| Personnel | Database Administrator | Internet Technology Advocate, Arthur Taylor, Part-time Maintains, supports, and repairs all technology owned by the Agency. Responsible for support tickets and assists with tracking inventory throughout all offices. Salary plus fringe \$20,966 Salary \$18,720 Fringe \$2,246 @54% =\$11,352. (Match \$6,111) Clarification on IT: Arthur provides WIFI and technical support to client computers at the main office and shelter, so clients can search for jobs and fill out applications online. | \$5,241.00 | \$6,111.00 | \$0.00 | \$0.00 | \$11,352.00 | 54 |
| Contractual and Professional Services | Attorney | Attorney Fees to provide general business legal guidance, to exclude litigation. Provide client assistance to court. Performed by Jacob Pugh | \$9,000.00 | \$17,817.00 | \$0.00 | \$0.00 | \$26,817.00 | 0 |

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| | | \$36,000 @74% = \$26,6940 (Match \$17,817) | | | | | | | |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Required Single Audit performed by (TBD). \$26,000 @ 78%= \$20,280 (Match \$7,125) | \$13,106.51 | \$7,125.00 | \$0.00 | \$0.00 | \$20,231.51 | 0 | |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | TCFV Recommended CPA Consulting Firm to make observations and recommendations to overall accounting processes. Performed by Sean Hale Consulting LLC, \$30,000.00 @ 48% \$14,400.00 (Match \$7,000) | \$7,500.00 | \$7,000.00 | \$0.00 | \$0.00 | \$14,500.00 | 0 | |
| Contractual and Professional Services | Accounting, Bookkeeping, and/or Payroll Services | Payroll Processing Firm will provide payroll processing, report taxes quarterly, provide W-2's, track employees leave time. Performed by Paychex, Inc. \$10,000 @ 70% \$7,000.00 (Match \$2,000) | \$5,000.00 | \$2,000.00 | \$0.00 | \$0.00 | \$7,000.00 | 0 | |
| Contractual and Professional Services | Housekeeping, Custodial, Building, and Grounds-Related Services | Plumbing repairs, Electrical Repairs, Heat/AC repairs, Security Gate Repairs, Furniture Assembly, Pest Control and Fire Extinguisher Inspection/Replacement for the Shelter. \$25,300 @58% = \$14,579.22 (Match \$600) | \$13,979.22 | \$600.00 | \$0.00 | \$0.00 | \$14,579.22 | 0 | |
| Contractual and Professional Services | Housekeeping, Custodial, Building, and Grounds-Related Services | Yard Mowing and Clean-up services for 2 Offices and the Shelter. \$8,500 @56.76% = \$3,293.75 | \$3,293.75 | \$0.00 | \$0.00 | \$0.00 | \$3,293.75 | 0 | |
| Contractual and Professional Services | Security and Monitoring Services | ADT Security Monitoring for the MP Office and the Shelter to protect client and staff. \$4,800.00 @ 32% = \$1,536.00 per cost allocation. | \$1,536.00 | \$0.00 | \$0.00 | \$0.00 | \$1,536.00 | 0 | |
| Travel and Training | In-State Incidentals and/or Mileage | Mileage to transport clients to shelter from Paris, Sulphur Springs, and Clarksville; to transport clients to other help agencies, law enforcement, and other program related destinations outside of the county. Also, reimbursement for counseling staff to have | \$4,314.80 | \$2,138.00 | \$0.00 | \$0.00 | \$6,452.80 | 0 | |

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| | | follow up sessions with clients at Paris & Sulphur Springs Outreach Offices. Approximately 14,000 miles per year @ .67cents per mile = \$9,380 X 67% = \$6,452.20 (Match \$2,138) | | | | | | | |
| Supplies and Direct Operating Expenses | Cellular, Fax, Pager, and/or Office Telephone | Phone service in 4 counties (Titus, Hopkins, Lamar, Clarksville) estimated cost based off of previous year. \$12,700 @ 64% = \$8,087.40 (Match \$2,040) | \$3,047.42 | \$2,040.00 | \$0.00 | \$0.00 | \$5,087.42 | 0 | |
| Supplies and Direct Operating Expenses | Internet Access Services | Internet access for 3 offices and shelter total agency cost @ \$17,094 @ 22% = \$3,382.00 | \$3,382.00 | \$0.00 | \$0.00 | \$0.00 | \$3,382.00 | 0 | |
| Supplies and Direct Operating Expenses | Internet Access Services | The phones at the Shelter are now equipped with Twilio. Twilio allows clients / potential clients to text message our hot line. This allows a hearing-impaired client easy access to us or a client who may be in danger and is unable to talk for fear of being overheard a way to access us. The cost is \$2,527.20 / year @ 59.50% = \$1,503.69. | \$1,503.69 | \$0.00 | \$0.00 | \$0.00 | \$1,503.69 | 0 | |
| Supplies and Direct Operating Expenses | Network and Server Software and/or Licenses (\$5,000 or less per unit) | Amazon Web Services - Amazon Web Services offers a broad set of global cloud-based products including compute, storage, databases, analytics, networking, mobile, developer tools, management tools, IoT, security, and enterprise applications. \$16,140 @50% \$8,070 | \$8,070.00 | \$0.00 | \$0.00 | \$0.00 | \$8,070.00 | 0 | |
| Supplies and Direct Operating Expenses | Network and Server Software and/or Licenses (\$5,000 or less per unit) | Microsoft - Azure is Microsoft's public cloud platform. Azure offers a large collection of services, which includes platform as a service (PaaS), infrastructure as a service (IaaS), and managed database service capabilities. Yearly \$5,292 @50% \$2,646 | \$2,646.00 | \$0.00 | \$0.00 | \$0.00 | \$2,646.00 | 0 | |
| Supplies and Direct | Specialized Computer Software | Maintenance, updates, and backup for Abila MIP Accounting Software and | \$8,500.00 | \$0.00 | \$0.00 | \$0.00 | \$8,500.00 | 0 | |

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| Operating Expenses | (\$5,000 or less per unit) | Payroll, @ \$15,000 annually @ 56.76% = \$8,500.00 | | | | | | | |
| Supplies and Direct Operating Expenses | Costs for Space (lease or rental) | Rent for Paris Office @ \$6,000/year, Sulphur Springs Office @ \$21,600/year, \$27,600; cost allocated to this grant @ 79% = \$17,001 (Match \$4281) | \$12,720.00 | \$4,281.00 | \$0.00 | \$0.00 | \$17,001.00 | 0 | |
| Supplies and Direct Operating Expenses | Fidelity Bonding | Required Fidelity Bonding \$35,000.00 allocated to VOCA @60%=\$21,170 (Match \$3,320) | \$17,850.00 | \$3,320.00 | \$0.00 | \$0.00 | \$21,170.00 | 0 | |
| Supplies and Direct Operating Expenses | Office Supplies (e.g., paper, postage, calculator) | Office supplies to include supplies for 4 office locations: Titus, Hopkins, Red River and Lamar Counties. File folders, document shredding, date labels, computer software, copy paper, binders, paper towels, toilet paper, hand soap, hand sanitizer, paper clips, antibacterial wipes, air freshener, paper towel, Lysol spray, binder clips, post-it notes and tabs, janitorial products, pens and pencils, binder dividers, stamps, tape, staplers and staples, staple pullers, legal pads, highlighters, Kleenex, stamps, envelopes, label tape for label makers, labels for file folders and envelopes, hanging files, flash drives, printer ink cartridges. Total agency costs are \$27,000 @ approximately 48% allocated to this grant = \$12,975 (Match \$6,225) | \$6,750.00 | \$6,225.00 | \$0.00 | \$0.00 | \$12,975.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Shelter supplies: File folders, date labels, computer software, copy paper, binders, paper towels, toilet paper, hand soap, hand sanitizer, paper clips, binder clips, post-it notes and tabs, janitorial products, pens and pencils, binder dividers, stamps, tape, staplers and staples, staple pullers, legal pads, highlighters, Kleenex, Lysol spray, label tape for | \$6,000.00 | \$0.00 | \$0.00 | \$0.00 | \$6,000.00 | 0 | |

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| | | label makers, labels for file folders and envelopes, hanging files, flash drives, printer ink cartridges, washing detergent, dishwashing soap, dishwasher soap, antibacterial wipes, air freshener, tampons, sanitary pads, take out boxes/food container, napkins, and plastic silverware for when clients are quarantined to their rooms due to COVID or food is being taken to a client in a motel, paper towel . Total agency costs are \$11,000 @ 50% allocated to this grant = \$6,000.00. | | | | | | | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Canned goods, dairy, fruits, vegetables, meats and ingredients to provide nourishing meals to shelter clients based on last year's expenses of \$20,695; cost allocated to this grant @ 33% = \$7,000.00. | \$7,000.00 | \$0.00 | \$0.00 | \$0.00 | \$7,000.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Project supplies for shelter clients i.e. toiletries, and clothing (size not available at the SAFE-T Thrift Store) \$2,000. Costs allocated to grant @ 20.75% = \$415.00. | \$415.00 | \$0.00 | \$0.00 | \$0.00 | \$415.00 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Trax bus tickets purchased by agency to give to client to get to work or to take care other business in town @ \$250.00 / year @ 41.65% = \$104.11 | \$104.11 | \$0.00 | \$0.00 | \$0.00 | \$104.11 | 0 | |
| Supplies and Direct Operating Expenses | Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit) | Hotel/Motel costs when clients are fleeing and not able to get to the shelter in the middle of the night, shelter overflow, or client must quarantine due to COVID-19 positive test or exposure @ \$40,300/year @ 27% = \$11,000.00. Hotel/Motel costs are directly billed to SAFE-T Crisis Center and paid through our credit card. | \$11,000.00 | \$0.00 | \$0.00 | \$0.00 | \$11,000.00 | 0 | |
| Supplies and Direct | Photographic Equipment and Accessories | Copier/fax/scanner combination lease/maintenance for | \$12,582.00 | \$3,104.00 | \$0.00 | \$0.00 | \$15,686.00 | 0 | |

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| Operating Expenses | (\$5,000 or less per unit) | shelter and 4 offices cost allocated at annual \$25,164 @ 62% = \$15,686. (Match \$3,104) | | | | | | | |
| Supplies and Direct Operating Expenses | Electric, Gas, and/or Water / Wastewater | Utilities for main office (Titus), Paris, Sulphur Springs, and Shelter estimated at \$37,000; cost allocated @52 = \$19,200. (Match \$700) | \$18,500.00 | \$700.00 | \$0.00 | \$0.00 | \$19,200.00 | 0 | |
| Supplies and Direct Operating Expenses | Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage) | Vehicles (Van / Truck) 2003 Chevrolet Silverado, 2009 Dodge Caravan, and 2001 Ford F 150 Crew truck are all the property of SAFE-T. Gas and operating / maintenance: Maintenance of vehicles are tires, oil changes, tune ups and mechanical failures. Total agency cost \$10,000 @ 50% = \$5,000.00. | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 | 0 | |

Source of Match Information
Detail Source of Match/GPI:

| DESCRIPTION | MATCH TYPE | AMOUNT |
|---|------------|--------------|
| Sexual Assault Prevention and Crisis Services Other Victim Assistance HHSC State Grants | Cash Match | \$172,500.00 |

Summary Source of Match/GPI:

| Total Report | Cash Match | In Kind | GPI Federal Share | GPI State Share |
|--------------|--------------|---------|-------------------|-----------------|
| \$172,500.00 | \$172,500.00 | \$0.00 | \$0.00 | \$0.00 |

Budget Summary Information

Budget Summary Information by Budget Category:

| CATEGORY | OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--|--------------|--------------|---------------|--------|--------------|
| Contractual and Professional Services | \$53,415.48 | \$34,542.00 | \$0.00 | \$0.00 | \$87,957.48 |
| Personnel | \$507,199.50 | \$116,150.00 | \$0.00 | \$0.00 | \$623,349.50 |
| Supplies and Direct Operating Expenses | \$125,070.22 | \$19,670.00 | \$0.00 | \$0.00 | \$144,740.22 |
| Travel and Training | \$4,314.80 | \$2,138.00 | \$0.00 | \$0.00 | \$6,452.80 |

Budget Grand Total Information:

| OOG | CASH MATCH | IN-KIND MATCH | GPI | TOTAL |
|--------------|--------------|---------------|--------|--------------|
| \$690,000.00 | \$172,500.00 | \$0.00 | \$0.00 | \$862,500.00 |