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OCVS *grants*

VISIT OUR [WEBSITE](#) FOR MORE INFORMATION.

OCVS Grants 2021 Winter Orientation - Abbreviated

Office of Crime Victim Services
grant programs

Winter 2021 OCVS Grants Orientation (Abbreviated)

The OCVS Grants Team will cover key information and updates for:
Contract and Special Conditions, Financial Reporting and Requirements

Save the Date:

Wednesday, February 17

1:00 PM – 3:30 PM

OR

Friday, February 19

10:00 AM – 12:30 PM

New Program and Financial Directors Required to Attend

Registration coming soon!

Now Hiring

OCVS is Hiring!

Two Victim Service Specialist positions are posted on Wisc.Jobs under the same recruitment [announcement](#). One of these positions is for Safe at Home and the other for the Victim Resource Center. The positions will be posted through 1/26/2021.

Victim Service Specialist – Sexual Assault and Abuse recruitment [announcement](#). This position will be posted through 2/7/21.

SAVS Reports Due 1/30/2021

SAVS Final fiscal reports, program reports, and workplans are due in Egrants by 1/30/21.

The [statistical requirements form](#) is now available [online](#). Information was sent to project directors via email about how to complete the form.

Contact [Courtney Watson](#) with any further questions.

OVC PMT Reports Due 1/30/2021

The VOCA First Quarter OVC PMT Report is Due on 1/30/21. (The timeframe for the First Quarter OVC PMT report is October 1, 2020 to December 31, 2020.)

Remember that in this FIRST QUARTER, ALL clients are new clients.

If you have any questions, or need more help, please contact your OCVS Grant Specialist.

- You will need to enter your OVC PMT report or Performance Measures data directly into the OVC PMT website at: <https://ojpsso.ojp.gov/>
- **BUT**, if you are having trouble signing onto the OVC PMT website, please go to the OVC PMT website, at: https://ojpsso.ojp.gov/support/OJP_PMP_SSO_Login_Instructions.pdf

First VOCA Quarter Fiscal Reports DUE 1/30/2021

Human Trafficking Regional Meetings

SAVE THE DATES!

Human Trafficking Community of Care Regional Meetings

Northeast: March 1 – 10:00-11:30am

Northwest: March 2 – 10:00-11:30am

Southeast: March 3 – 10:00-11:30am

Southwest: March 4 – 10:00-11:30am

Registration information will be sent out soon.

Investigations of Suspected Child Maltreatment Training

Effective Strategies for Questioning Children training now available!

This 2-part virtual training is for professionals who respond to cases of suspected child maltreatment.

Participants will learn effective strategies for questioning children while avoiding duplicative interviewing, and how to efficiently refer the child for a forensic interview.

Participants will also learn how to work resourcefully within a multidisciplinary team.

For more information or to register please visit www.surveymonkey.com/r/WIChildMaltx.
or contact Child Advocacy Centers of Wisconsin at elizabeth@cacsofwi.org.

CVC Online Application

Crime Victim Compensation Application

Apply for Crime Victim Compensation

If you need emergency assistance with food, clothing or shelter **call the United Way at 2-1-1**. Send your application as soon as possible. Do not wait until court is over or until treatment is completed.

APPLY ONLINE

Wisconsin Crime Victim Compensation Online Application 

- ✓ **When completing the online application**, please have your information about the crime ready, including the date of the crime, location of the crime, and law enforcement agency to which the crime was reported.
- ✓ Please be prepared to complete the full application when you start it, as you will not be able to save and return to it at a later time.
- ✓ Please make sure at the very end of the application to scroll down to the bottom of the last page for final completion and submission of your CVC application.

Crime Victim Compensation is still accepting paper applications via Email, Fax, and Mail. Due to limited access to our office building, mail is being picked up three times per week, while faxes and emails are checked throughout the day. Please continue to send in applications and/or encourage victims/survivors to do so as well.

***Due to the high volume of applications that CVC is receiving, the Intake process can take 60-90 days. Victims will receive written confirmation and direction regarding next steps in the application process and should save all crime-related medical bills. If more than 90 days have passed since the application was submitted and no information has been received, victims may contact OCVS.**

After downloading and filling out the paper-version of the [Crime Victim Compensation Application](#), you can mail, fax, or email to:

- **EMAIL:** ocvs@doj.state.wi.us
- **FAX:** 608-264-6368
- **MAIL** (slowest method):
Crime Victim Compensation
PO Box 7951, Madison, WI 53707-7951

Please be sure the last page of the application is signed and dated. Electronic signatures are acceptable. Copies of bills and other information can also be submitted with the application, but are not required.

Office of Crime Victim Services Toll-Free Line

OCVS continues to be available via our toll-free line to answer questions from victims of crime from 7:45am-4:30pm, Monday-Friday. Victims and survivors may reach us at (800) 446-6564.

OCVS Training Funds

Justice System Training Funds

Grant funds are available through DOJ's Office of Crime Victim Services to provide specialized training for law enforcement professionals responsible for responding to reports of sexual assault, domestic violence, stalking, strangulation, or human trafficking. Training must be attended/provided during calendar year 2021. Applications for funding will be accepted on a rolling basis through August 30, 2021, or until all funds are awarded, whichever comes first.

Any law enforcement agency, non-profit organization, or technical college providing training to law enforcement on domestic violence, sexual assault, stalking, strangulation, or human trafficking is eligible to apply for funding. Funding may be used for direct instructional service costs, including fees and travel expenses for instructors, and instructional materials used during training and/or presented directly to students. Funding may also be used to send officers to trainings, provided there is a plan for how the knowledge gained will be utilized to train other officers, improve agency policies and procedures, or enhance services to survivors.

An estimated total of \$70,000 is available for calendar year 2021. All funds must be spent by 12/31/2021. Invoices for payment must be received within 30 days from the date of training. Grant awards may range from \$500 - \$10,000.

Additional information on the grant and application instructions can be found [here](#).

VOCA Training Scholarship Funds

OCVS has limited scholarship funds designed for direct victim services providers to attend educational opportunities that will enhance victim services. To apply for these scholarship funds, please click on the link below:

[Victim Services Training Scholarship Application link](#)

OCVS Online Curriculum Training

OCVS Online Training

OCVS Online Curriculum for advocates, can be viewed [here](#).
(CVC and SAFE Fund videos are captioned)

For those wishing to receive participation credit for VOCA, SAVS, and VAWA grant requirements, please complete this post-test after watching all segments of the curriculum:

https://wisdoj.gov1.qualtrics.com/jfe/form/SV_5mRrx5zFO01RucJ

A completion certificate will be emailed to you within two weeks.

End Domestic Abuse WI Training Calendar

<https://www.endabusewi.org/events/>

WCASA's Training Calendar

<https://www.wcasa.org/trainings/>

Please see the OCVS [TRAINING CALENDAR](#) for updates and additional training opportunities!

SANE Training Information

SANE A 2021

The **Sexual Assault Nurse Examiner (SANE) Seminar for the Adult/Adolescent Population** 40 hour course has been reviewed, revised and updated through a large interdisciplinary statewide effort this past fall. The class now addresses both systems **and** community-based advocacy responses and some of their differences – further preparing the forensic nurse to effectively work with these professionals and knowing how their work intersects with the forensic nurse role.

Many thanks and acknowledgement to the following advocacy professionals who contributed to the curriculum and/or will be an instructor for the SANE courses on these topics:

- Alma Mann, Program Coordinator, Wisconsin Coalition Against Sexual Assault (WCASA)
- Chelsea Sinn, Advocate & Outreach Coordinator, Gundersen Health System, Domestic Violence & Sexual Assault Services
- Jessica Lind, Program Coordinator, Sexual Assault Victim Services Program, The Women's Community
- Cyrena Martin, Advocacy Coordinator, Ascension Mobile Sexual Assault Treatment Center
- Gwendolyn Fayne, Kenosha Sexual Assault Response Team (SART)
- Pam Malin, Disability Rights Wisconsin

The 2021 SANE for the Adult/Adolescent class will be held virtually on February 22, 23, 24 and March 4 and 5 2021.

Susan Kanack, BSN, RN, SANE-A, SANE-P
Forensic Nursing/SANE Coordinator

kanacksm@doj.state.wi.us or (608) 264-6214

Please see the [SANE webpage](#) for updates and information.



MEDICAL FORENSICS PROGRAM

Wisconsin Department of Justice

Search

WORKING WITH CRIME LABS TO COLLECT PHYSICAL EVIDENCE



Egrants

Login:

<https://egrants.doj.state.wi.us/egmis/login.aspx>

Instructional Guides:

[How to Enter Fiscal Reports](#)

[How to Certify Fiscal Reports](#)

[How to add Personnel and Employee Benefits using Contacts](#)

[How to create a Modification](#)

[How to submit a Program Report](#)

Additional instructional guides can be found on the OCVS Grants Website:

<https://www.doj.state.wi.us/ocvs/vawa/ocvs-grant-programs>

Helpdesk

Email: Egrants@doj.state.wi.us

Phone: (608) 267-9068

Toll-free: (888) 894-6607

Hours: 8am-4:30pm CST, M – F

Egrants Instructional Videos

Follow along with Justin as he explains how to do the following in Egrants:

- [How to Create a Fiscal Report](#)
- [How to Change the Project Director, Financial Officer, Alternate Contact, and Signing Official](#)
- [Egrants Modifications 101](#)
- [Navigating Egrants](#)

Quarterly Fiscal Report Due Dates

Federal Fiscal Year	Calendar Year
Oct-Sept	Jan-Dec
1/30/2021	6/30/2021
6/30/2021	7/30/2021
7/30/2021	10/30/2021
10/30/2021	01/30/2022

Additional Special Conditions Information

OCVS Grants Team Members

Office of Crime Victim Services grant programs

Suitability to Interact with Minors

OCVS ADDITIONAL INFORMATION

Federal Special Condition that is passed down through the State Awarding Agency (OCVS) to VOCA and VAWA STOP/VAWA SASP Subrecipients:

SPECIAL CONDITION LANGUAGE

"Determination of suitability to interact with participating minors

SCOPE: This condition applies to this award (if it is indicated -- in the application for the award (as approved by DOJ) (or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OIP web site at <https://oip.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here."

HOW TO SATISFY THIS FEDERAL REQUIREMENT

Review additional information provided by OIP: <https://www.oip.gov/funding/Explore/Interact-Minors>

Please note: this condition applies to the agency's employees, volunteers, and others, who are expected, or reasonably likely, to interact with any participating minor.

Agencies should have the following on file to satisfy this requirement:

1. Written Determination of the individual's suitability to interact with minors.
2. Documentation that the following registries were checked:
 - a. Ohio State National Sex Offender Public Website: www.osdow.gov
 - b. Wisconsin Sex Offender Registry: <https://sopr.wis.gov/public/offenders>
 - c. Registry for any other state where the individual has lived, worked, or attended school in the last five years.
3. Documentation that the following background checks were completed:
 - a. Wisconsin Department of Justice Background check (including caregiver background check)
 - b. Background check for any other state where the individual has lived, worked, or attended school in the last five years.
4. Documentation that the written determination (along steps 2 and 3) is reviewed and updated every five years.
5. It is strongly encouraged that organizations have written policies and procedures regarding the prevention of sexual abuse of children and youth. Policies and procedures should address all six components as outlined in the Centers for Disease Control and Prevention (CDC) Guide. For reference, the CDC Guide can be found at the following link: <https://www.cdc.gov/violenceprevention/pdf/preventingchildsexualabuse-a.pdf>

DEADLINE: Effective immediately, agencies should have written determinations and do required background and registry checks on all applicable new hires/volunteers. By 9/30/2021, agencies should have written determinations, required background and registry checks on all existing staff, volunteers, or others who are reasonably expected to interact with minors. In addition, agencies should have thoughtful and thorough child abuse prevention policies and procedures in place by 9/30/21.

OCVS has updated the guidance on **Suitability To Work With Minors'** special condition to include the deadline for policies to be in place:

Effective immediately, agencies should have written determinations, background and registry checks on all applicable new hires/volunteers. By 9/30/21, agencies should have written determinations, required background and registry checks on all existing staff, volunteers, or others who are reasonably expected to interact with minors. In addition, agencies should have thoughtful and thorough child abuse prevention policies and procedures in place by 9/30/21.

Consultant/Contractual Special Condition

Consultant/Contractual items need an OCVS-approved agreement in Egrants before expending funds.

Prior written approval is required from OCVS for rates above the established maximum threshold rate. No grant funds shall be expended prior to OCVS approval.

This checklist must be completed for all consultant/contractor requests, regardless if the rate has been exceeded. All consultant/contractual agreements must be sent to OCVS within 30 days of grant award or approved grant modification.



Office of Crime Victim Services
Grants Program

Consultant / Contractual Checklist

The maximum allowable reimbursement rate for consultants / contractors is \$650 per day, or \$81.25 per hour for a maximum 8-hour workday. Consultants or other providers who are donating the cost of their services as match toward the project are also subject to the \$650 per day or \$81.25 per hour limitation. Prior written approval is required from OCVS for rates above the established maximum threshold rate. No grant funds shall be expended prior to OCVS approval. This checklist must be completed for all consultant / contractor requests, regardless if the rate has been exceeded. All consultant/contractual agreements must be sent to OCVS within 30 days of grant award or approved grant modification.

Section 1: Basic Info	
Agency:	Grant ID:
Contractor/Consultant:	Hourly/Daily Rate:

Section 2: Rate Verification	
~ Only one box should be selected for each column that applies ~	
<input type="checkbox"/>	The maximum contractor/consultant rate, stated above, has not been exceeded. Proceed to section 3.
<input type="checkbox"/>	The maximum contractor/consultant rate, stated above, has been exceeded.
<input checked="" type="checkbox"/>	A competitive bidding process of at least three solicitations has been conducted. Process is attached.
<input type="checkbox"/>	The contractor/consultant was solicited as single source. Written justification is attached.
<input checked="" type="checkbox"/>	The service provided by the contractor/consultant is only available through said contractor/consultant. Proceed to section 3.
<input type="checkbox"/>	An emergency does not allow for a delay resulting from a competitive bidding process of at least three solicitations. Proceed to section 3.
<input type="checkbox"/>	The competition was determined inadequate after the solicitation of other sources. Proceed to section 3.
<input type="checkbox"/>	Required: A written request will be submitted in conjunction with this form providing justification for exceeding the contractor/consultant rate, stated above. Examples of justifications are listed below: <ul style="list-style-type: none">• Results of market research for that conclude that the rate is reasonable and consistent for an individual consultant/contractor.• A resume or curriculum vitae (CV) for each individual consultant/contractor whose rate exceeds \$650 per day.• Documented prior instances when a similar rate has been charged by or paid to the individual consultant/contractor.• If the individual consultant/contractor is not self-employed and has a primary employer, documentation showing that the requested daily rate is proportionate to the consultant's regular salary (e.g. pay stubs, letter from employer, etc.).• Any other important information about the individual consultant/contractor such as letters of reference; lists of any relevant publications, papers, or honors; advanced experience as a practitioner or academic in the subject area; advanced training relating to the focus of the project; and/or any unique circumstances which they feel should be considered.

Section 3: Requirement Verification	
~ Ensure you have met the following, then proceed to section 4 ~	
<input type="checkbox"/>	There is no conflict of interest in utilizing the selected contractor/consultant.
<input type="checkbox"/>	The contractual agreement will be submitted in conjunction with this checklist. The signed contract includes the following: <ul style="list-style-type: none">• Scope of Work• Hourly / Daily Rate• Total Amount

~ Continued on second page ~

Contractor / Consultant Checklist

Page 1 | 2

[Heather Alston-Shannon](#)

CJA Support Specialist
608/977-1511

[Mary Colletti](#)

OCVS Grants Specialist
608/261-8100

[Cindy Grady](#)

Director of Grant Programs & Operations
608/264-6209

[Jake Griffith](#)

OCVS Grants Specialist
608/267-7924

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[Shira Phelps](#)

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608/266-0936

[Justin Wartenluft](#)

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608/267-4584

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608/267-9340

[OCVS Grants Subgrantees by Grant Specialist List](#)