

Agency Name: Grayson County Women's Crisis Line Inc
Grant/App: 2823808 **Start Date:** 10/1/2023 **End Date:** 9/30/2024
Project Title: Victim Assistance Program
Status: Application Pending AO Certification

Profile Information

Applicant Agency Name: Grayson County Women's Crisis Line Inc
Project Title: Victim Assistance Program
Division or Unit to Administer the Project: Grayson County Women's Crisis Line
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Address Line 2:
City/State/Zip: Sherman Texas 75091-2112
Start Date: 10/1/2023
End Date: 9/30/2024

Regional Council of Governments(COG) within the Project's Impact Area: Texoma
Council of Governments
Headquarter County: Grayson
Counties within Project's Impact Area: Fannin,Grayson

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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.

The funding announcement, located on the [eGrants Calendar](#) page, describes the organization types, activities, and costs that are eligible under the announcement. The PSO's [eGrants User Guide to Creating an Application](#) guides applicants through the process of creating and submitting an application in eGrants. Information and guidance related to the management and use of grant funds can be found in the PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

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.

Grayson County Women's Crisis Line understands that domestic and sexual violence occur across cultures and ensures services provided are culturally sensitive. The first point of

contact for a victim is often the 24/7 crisis hotline. All staff answering the hotline are trained in protocols to allow hotline services in a variety of languages as may be needed by the victim. Staff receive ongoing cultural competency training to educate and inform on issues of ethnic diversity, LEP, cultural values, LGBTQ sensitivity, mental illness and substance abuse. Staff understand that services will be accessible and beneficial to all victims of domestic and/or sexual abuse and are trained to remove barriers and advocate for victims in all circumstances. All board members and staff are trained on the inclusive nature of policies and procedures and the importance of providing individualized sensitive services and support.

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 [CCybersecurity 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.

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.

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, 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, 2024 or the end of the grant period, whichever is later.

Policies that Prohibit or Materially Limit the Enforcement of Immigration Laws

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.

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:

Shelli Shields

Enter the Address for the Civil Rights Liaison:

4200 N TRAVIS ST SHERMAN, TX 75092

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

(903)893-3909

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 :

Family Violence, sexual assault, dating violence, stalking, assault, and all violent crimes are serious and continuing problems that confront victims without regard to race, socio-economic background, age, religion or gender. These crime victims face issues of personal safety, emotional abuse, intimidation, blame, isolation, fear, anxiety and often the lack of knowledge to access resources available to become self-sufficient. This project allows for comprehensive services for victims while providing much needed emergency shelter and addressing the individual needs of all victims (residential and non-residential). All victims will have access to 24/7 crisis hotline and trained staff to help victims develop personalized safety plans. Trained staff will help victims to access legal services, medical services, financial management information, employment information, crisis intervention, support groups, information and referral to help victims become self-sufficient survivors. Crisis Intervention and Safety Planning can be accessed in person or over the hotline 24/7. The victims will always be offered choices and information when accessing services and there will never be a charge for services provided. These services are crucial to empower victims to become self-sufficient and break the cycle of violence in their lives and for their children while restoring victims to physical, mental and emotional health. This project also includes hospital and community based advocacy program. Grayson County Women's Crisis Line, dba Crisis Center, has been working with community partners to build a Sexual Assault Forensic Examination program, so that victims of sexual assault can receive forensic examinations locally. This project has been a huge need and was easily seen as we continue to reach more and more victims. The program continues growing and expanding to meet all on scene response needs of victims. Over the life of the program approximately 392 survivors of sexual assault and 844 their support persons have been served through this program. This includes only acute examinations (120 hours from victimization) for all ages of victims. Currently we have three community Advocates/ Sexual Assault Response Advocates that provide 24/7 coverage and we require further support through Sexual Assault Response Advocate Volunteers. Training for SARA-V & SARA is held twice annual for Crisis Center staff and volunteers. For recruiting, program and training of volunteers and new staff, it is

necessary to have trained staff conduct the recruiting and training which is comprised of 40 hours of in class and in direct service. Several local organizations have formed a Sexual Assault Response Team (SART) to build the program. The Crisis Center provides community advocates that are on-call for hospital advocacy and community on-scene response as requested, train volunteers to serve as hospital advocates, serve on the local SART to advocate for victims needs with law enforcement, local prosecutors, CPS and other victims' services agencies. This funding request will support the hiring of new staff needed due to program growth, expansion of existing staff hours, and support the administration, supervisory and physical costs of expanding this program to meet victim and community needs.

Problem Statement :

Violence continues to be a serious problem that impacts the lives of victims and their witnessing children. The abuse suffered can be both physical and emotional in nature and have both short and long term effects on the victims. Safety of the victim must be a first priority as physical abuse can range from lacerations and bruises, to broken bones, choking and unconsciousness and in some cases, death of the victim. The availability of shelter space continues to be limited often compounding the problem. The Crisis Center offers the only emergency shelter for victims of domestic and sexual abuse in Grayson County and accepts victims from neighboring counties that do not have a shelter. The emotional needs of victims must also be addressed. Victims are often isolated, have low self esteem, have been intimidated, humiliated, blamed, have lack of support system, and have often lost their ability to problem solve. Many times there is frustration from the inability to access resources limiting the victim's capacity to be self-sufficient; therefore, continuing the cycle of violence in their lives and the lives of their children. Grayson County currently has a Sexual Assault Forensic Exam (SAFE) program to support victims of sexual assault locally. The program has been in operation for a little over four years and now includes on scene response for victims of domestic violence when requested by LE. Through contributions of the two local hospitals and a local foundation, nurses are currently being trained to become Sexual Assault Nurse Examiners (SANEs); however, once SANEs are providing local examinations, the victim has the right to have a trained hospital advocate with them to provide support, advocacy, and access to victims services. Our team of hospital advocates and community advocates must be on call at all times to respond to the request for an advocate. Crisis Center does not currently have sufficient staffing or trained volunteers or administrative resources to provide the essential services for the community need as we responded to over 419 calls in the first four years. Additionally, the Crisis Center is not currently equipped to provide essential services after the examinations to meet the increase in victims that are expected as we enter continue to see the needs of programming increase annually. In order for the program to continue meeting the community needs as the awareness of the program becomes more prominent with law enforcement, the community at large and medical staff, it is imperative to have the involvement of a strong foundation of advocates to provide onsite Advocacy for sexual assault survivors and survivors of domestic violence. The Program Coordinator continues to work with law enforcement, DA's Office and Survivor's and their families to provide support and follow through with the SART. This will require more outreach, follow up and advocacy as we see the increase in cases and the movement of those through the legal system.

Supporting Data :

According to the Texas Department of Public Safety's Uniform Crime Report, the reported incidences of family and/or sexual violence for the 2 counties served by the Grayson Crisis

Center in 2021 are Grayson County Domestic Violence-1167 and Sexual Assault-84 while Fannin county reported Domestic Violence- 204 and Sexual Violence-23. Statistically, 84% of sexual assaults are not reported to the police. The Grayson Crisis Center tracks and monitors client services through a client services tracking software, Osnum and reports directly to Health and Human Services Commission. Our records indicate that during 2022, our agency assisted 333 residential and 611 nonresidential victims 1254 secondary victims of domestic violence and sexual violence. The Crisis Center team answered 2270 hotline calls during 2021 also. We have gained substantial knowledge to understand and meet the needs of the community of Grayson County for sexual assault and domestic violence victims. Many victims do not report due to the lack of local services which would have adverse affects on the health system with mental and physical needs not being addressed. The education and facilitation of law enforcement within this program has provided a sense of community and positive interaction for the survivors reporting assaults. This program has brought together many professionals to improve the community of Grayson County and Fannin County but also has provided an increase in reporting to assist in prosecution of offenders reducing crime. With the awareness of the SANE program and on scene response in Grayson County, victims will have the opportunity to work with an Advocate within one hour of reporting their victimization; increasing positive outcomes for their healing process. Our Advocates are trained to provide crisis intervention, understand their rights, benefits of reporting the crime, provide medical resources and shelter/safety planning if required.

Project Approach & Activities:

The Grayson Crisis Center focuses on evidenced-based practices by utilizing a trauma-informed care model. It is an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma individualized per the victims need . 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. The agency employees, volunteers and collaborative partners all receive training in this model and how to actively apply it with survivors identified in this project. Texoma Council of Government and the Criminal Justice Advisory Committee adopted priorities for Victim Issues as part of the community plan. Priority A: Combat family violence and promote comprehensive victim restoration through the development and strengthening of effective law enforcement, prosecution and court strategies. Priority B: Provide direct services to victims of crime to help aid in their recovery and provide assistance through the criminal justice process. This project allows for comprehensive services for victims while providing much needed emergency shelter and addressing the individual needs of all victims (residential and non-residential). All victims will have access to 24/7 crisis hotline and trained staff to help victims develop personalized safety plans. Trained staff will help victims to access legal services, medical services, financial management information, employment information, crisis intervention, support groups, information and referral to help victims become self-sufficient survivors. Crisis Intervention and Safety Planning can be accessed in person or over the hotline 24/7. The victims will always be offered choices and information when accessing services and there will never be a charge for services provided. These services are crucial to empower victims to become self-sufficient and break the cycle of violence in their lives and for their children while restoring victims to physical, mental and emotional health. Crisis Center's approach to minimizing the problem is to hire additional front line staff, and expand the hours and responsibilities of existing staff in order to fully meet the anticipated needs of the victims and project. Staff will be available to provide medical accompaniment, transportation, urgent hospital response, train volunteers to become certified hospital advocates and take hospital response call, contribute to building then adjusting the community collaboration

that provides sexual assault advocacy while promoting the needs and rights of victims. Crisis Center will maintain up-to-date training for all staff and board of directors on service provision to victims; with specific emphasis on hospital/medical advocacy. Crisis Center will provide support groups, individual counseling, information and referral, crisis intervention and safety planning to victims. The Grayson Crisis Center focuses on evidenced-based practices by utilizing a trauma-informed care model. It is an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma individualized per the victims need. 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. Sexual assault is one of the most underreported crimes and without a local SANE program, this will impact the reports, safety and health for our community in Grayson County. It will take 3+ years to know the full impact of the program through the services and collaboration of the SART but we are confident that with ongoing awareness and services provided in our community, we will see services increased through this program and victims supported by the community through partnerships and funding of this program.

Capacity & Capabilities:

Crisis Center is the only sexual and domestic violence center in the county and is the natural leader of determining best practices in providing victims' support services during and after a sexual assault or domestic violence victimization. Crisis Center has already begun the process of increasing capacity to provide sexual assault victims' services by becoming an OAG certified program to offer a 40 hour Sexual Assault Training Program for all hospital advocates. Additionally, the Crisis Center is a founding participant of the local Sexual Assault Response Team (SART) and wrote protocols for adult victim's services in the SANE examinations community plan. The Crisis Center has received funding from a local foundation to be the fiscal agent in insuring that nurses complete their SANE certification and retaining a SANE Coordinator to consult in achieving this. Staff members already in place will manage hospital response on-call services for nurses and advocates, provide transportation, provide training and program oversight, manage grant requirements, and provide/staff the 24/7 hotline for victims, law enforcement or hospitals requiring a SANE examination and hospital advocate. The Crisis Center currently has expertise to assist in victims needing to apply for Crime Victims Compensation to pay medical bills associated with assault. The Crisis Center staff demonstrate capacity to provide these services through training and experience. All front-line and education staff members will have completed the 40-hr OAG certified training program. Additionally, all staff are provided initial training in the dynamics of Family Violence and Sexual Assault, Rights of Crime Victims and Compensation, immigration considerations for victims of crime, laws/legal implications for victims of family violence and sexual assault. Additionally, the Crisis Center is currently recruiting volunteers to complete the OAG's "Sexual Assault Training Program" to increase capacity of staff to provide 24/7 hospital accompaniment. The increase of paid staff (requested in the grant) and the increase of volunteers, will allow well-trained advocates to respond to the hospital for Sexual Assault victims, as well as provide follow-up services. It is very difficult to accurately measure the impact in numbers, until there is a program that is functioning for a few years. After a few years, SANEs will be trained, all program administrative start-up processes will be complete and some of the initial issues will be solved through trial and error. The message will begin to spread through the community that the program is being offered and that it the process works. At that time, the SART anticipates there will be an increase in reporting to doctors or law enforcement or victim's services organizations; all of which will refer victims to obtain a SANE examination and receive the necessary health care early treatment and/or preventative care.

Performance Management :

The goal of the project is to provide emergency shelter and emergency intervention and support services to victims. This project will address both the short term and long term individualized needs of victims and their children (residential and non-residential) by providing assistance with safety planning, crisis intervention, support and problem solving, access to needed resources, and provide personal advocacy to reduce the impact of crisis. By providing these services, the ultimate goal is to empower the victims to become self-sufficient, and for victims and their witnessing children to stay safe and physically and emotionally healthy. Focused assistance to victims served will assist in shelter, obtaining legal assistance, protection orders, medical accompaniment, safety planning and transportation to meet client needs to find housing and complete medical or legal follow-ups. All case management with victims will be centered around the proposed outcomes and meet the individual needs of the clients. Texoma Council of Government and the Criminal Justice Advisory Committee adopted priorities for Victim Issues as part of the community plan. Priority A: Combat family violence and promote comprehensive victim restoration through the development and strengthening of effective law enforcement, prosecution and court strategies. Priority B: Provide direct services to victims of crime to help aid in their recovery and provide assistance through the criminal justice process. Statistician maintains Crisis Center's database and reviews all services entered weekly. Monthly, statistician performs quality assurance of all services entered and prepares reports. Executive Director and Program Director will review all projects' performance to determine efficacy. Victims choosing to suspend services are asked to complete a survey. The results of these surveys help inform programming and staffing changes. The goal of this program is to increase the number of sexual assault victims seeking services, with the understanding that sexual assault is an extremely under-reported crime and the under-reporting applies to both reporting to law-enforcement and seeking victim's services to help cope with the trauma and medical issues ensuing from the assault. Change will be monitored through the accumulation of statistics from our Advocate services, SART members (DA's office, law enforcement, nurses). Ongoing discussions and strategies are evaluated at monthly SART meetings with all team members from the varied disciplines. This collaborative process will allow review of protocol application and additional opportunities to implement change and resources as required. Networking with other communities that have successful SANE programs on a continual basis will provide ongoing best practice review. Another level of measuring change is being added to the collection of data. Data will be collected through our Survivor intakes (services) at the Crisis Center or hospital. Those services are collected by our Advocates through the intakes of all sexual assault survivors. SART will provide data with case management review monthly. Measures are set annually to monitor and evaluate the program by the SART.

Target Group :

Target group will be all adult victims of sexual or domestic assault requiring hospital advocacy, support groups, transportation, legal advocacy, crime victim's compensation, information and referral, individual therapy services, and crisis intervention. The Grayson Crisis Center provides services to women, men and children who are victims of domestic and/or sexual violence in Grayson County, Texas, located just 60 miles north of Dallas in the North Texas region with a county population in 2020: 123,534 (57% urban, 43% rural); it was 110,595 in 2014. We also provide residential services to Fannin county residents County population in 2014: 33,752 (29% urban, 71% rural); it was 31,242 in 2020. The racial makeup is 78.5% white, 17.9% Black or African American, 1.0% American Indian or Alaska Native, 0.7% Asian, 0.1% Native Hawaiian and 1.8% Multi-Racial. Data shows

11.3% of the population is Hispanic. The average of persons speaking languages other than English is 9.4%. The median income is \$44,562 with 16.7% below poverty level. Data also shows 80.3% are high school graduates and 17.2% have received at least a bachelor's degree.

Evidence-Based Practices:

Grayson County Crisis center strives to assist survivors utilizing empowerment based advocacy. This Evidenced based practice focuses on survivors becoming a part of the solution by providing them with the knowledge and self-empowerment tools to prevent re-victimization, develop healthy relationships to move forward in their lives free from the devastation of sexual assault. It can be explained in two categories: core services and comprehensive services. Core services meet survivor's immediate needs and comprehensive services provides additional opportunities for healing and empowerment. Grayson County Crisis Center also uses best practices from Texas Council of Family Violence, Health and Human Services Commission and the Texas Administrative Code.

http://www.nsvrc.org/sites/default/files/nsvrc_publications_article_sadi_building-comprehensive-sexual-assault-programs.pdf

[https://texreg.sos.state.tx.us/public/readtac\\$ext.ViewTAC?tac_view=5&ti=1&pt=15&ch=379&sch=B&div=7&rl=Y](https://texreg.sos.state.tx.us/public/readtac$ext.ViewTAC?tac_view=5&ti=1&pt=15&ch=379&sch=B&div=7&rl=Y) Many communities throughout Texas utilize the community based sexual assault response program. The Dept. of Justice Office of Justice Programs describes SARTs and service provision in their best practices <http://ovc.ncjrs.gov/sartkit/about/about-sart.html>. Crisis Center has learned from other agencies and the Texas Sexual Assault Coalition about best practices to ensure victims needs are respected. Specifically, Crisis Center has met with leadership of the Denton County Children's Advocacy Center (the host organization for that community's SART) and Turning Point in Plano, TX (The host organization for that community's SART). Both organizations have shared policies, procedures and statistics detailing the success of community-based SARTs. Additionally, many of the services that Crisis Center offers and seeks to offer in an expanded capacity through additional staff and staff time, have been evaluated through the client base in the form of exit surveys and group pre-tests and post-tests. The success of Crisis Center's crisis intervention services, support groups, accompaniment, safety planning and connection with other community support services have been shown to be successful through 80+% of current clients utilizing services and stating in post-tests that they feel safer, less isolated, and more aware of community programs available to them. As this program will allow these services to expand to hospital accompaniment, and reach out to more sexual assault survivors, Crisis Center's services which have proven effective, will be offered to a larger number of crime victims.

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
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Crisis Services	45.00	24/7 hotline, crisis counseling, safety planning, information and referrals, personal advocacy, emergency shelter, emergency transportation, support to secondary victims (i.e. children and non offending family members) and medical accompaniment. All services provided by a trained staff person or volunteer to victims of crime to reduce stress and provide immediate, short term support to reduce the impact of crisis. Identify individual legal needs, explain legal rights and options, provide support and accompaniment in the pursuit of those options, assist in safety planning, and provide advocacy.
Legal Advocacy	5.00	Crisis Center will provide legal advocacy, information/referral and safety planning to victims calling the 24/7 crisis hotline, following a sexual assault examination, seeking information/services following a community education presentation, or walking into the center requesting assistance.
Multi-Disciplinary Teams and Case Coordination	10.00	Domestic Violence High Risk Team and our Sexual Assault Response Team meet monthly to look at best community response on a comprehensive approach to safety and collaboration of services for victims.
Peer Support Groups	10.00	Regular meetings of survivors experiencing similar types of traumas providing mutual peer support.
Shelter	30.00	Emergency shelter and transportation for victims and their children to provide a 24/7 safe haven in a secure and protected environment

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Average length of stay in shelter (in days).	18

Number of cases reviewed by the multi-disciplinary team.	64
Number of meetings held by multi-disciplinary teams.	24
Number of secondary victims / survivors provided shelter.	45
Number of support group sessions held.	35
Number of survivors assisted through the legal process.	75
Number of survivors participating in support groups.	35
Number of survivors receiving crisis counseling.	25
Number of times survivors are accompanied to court.	40
Number of victims / survivors provided shelter.	175
Number of victims / survivors seeking services who were served.	225
Number of victims seeking services who were not served.	0
Number of victims who requested shelter.	200

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of cases resulting in charges filed.	20
Number of convictions.	8

Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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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:

Grayson County Women's Crisis Line's policy is attached here: Contract Monitoring:
Evaluates whether or not the agency is delivering the agreed upon services in a timely manner, in the quantity required and that the quality of the services provided are adequate. Program performance measures should measure both how well services are provided, and their impact on improving outcomes for children and families and other participants. Program reviews would likely be based on a review of programmatic records such as client case files, interviews with clients that received services per the agency's invoice, and discussions with the agency's staff and management, as well as observations made at the agency's facility.

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]:

9/1/2023

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

8/31/2024

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:

417000

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

302000

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:

12/10/2022

Equal Employment Opportunity Plan

Compliance

The EEOP certification information must be submitted to the Office of Civil Rights, Office of Justice Programs through their on-line [EEOP Reporting Tool](https://eeopreportingtool.ojp.gov). For more information and guidance on how to complete and submit the federal EEOP certification information, please visit the US Department of Justice, Office of Justice Programs website at <https://ojp.gov/about/ocr/eeop.htm>.

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- has less than 50 employees;
- is a non-profit organization;
- is a medical institution;
- is an Indian tribe;
- is an educational institution, or
- is receiving a single award of less than \$25,000.

Requirements

- The applicant agency is exempt from the requirement to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42, subpart E;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP Certification information the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP.

Type II Entity

Defined as an applicant that meets the following criteria:

- has 50 or more employees, and
- is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of OOG, OOG's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services;
- the applicant must submit EEOP information to the Office for Civil Rights (OCR) to claim the exemption from submitting an EEOP to OCR; and
- the EEOP is required to be on file with the applicant agency.

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and

- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP information to the Office for Civil Rights (OCR).

Certification

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☒ Type I Entity
- ☐ Type II Entity
- ☐ Type III Entity

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	50	\$182,201.50
Child Sexual Assault	0	\$0.00
Adult Sexual Assault	40	\$145,761.20
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	10	\$36,440.30
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
		\$364,403.00

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
- On-scene crisis response (e.g., community crisis response)

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

Shelter/Housing Services

- Emergency shelter or safe house
- 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
- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and victim/witness)
- Law enforcement interview advocacy/accompaniment
- Criminal advocacy/accompaniment

Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

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

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

Types of Victimizations

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

Types of Victimizations

- Adult physical assault (includes aggravated and simple assault)

- Adult sexual assault

- Child physical abuse or neglect

- Domestic and/or family violence

- Human trafficking: sex

- Stalking/harassment

- Teen dating victimization

Budget and Staffing

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

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

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

OOG Current Budget:
\$364,403.00

Other State Funds:
\$0.00

Other Local Funds:
\$0.00

Other Federal Funds:
\$0.00

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$364,403.00

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:
22

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:
7886

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:
20

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:
650

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

Volunteers work with clients in emergency shelter, answering crisis hotline, and providing transportation to victims. Volunteers also assist with support groups, childcare and other needs that arise around the victims needs.

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:

1984

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

6/1/1984

Enter the Employer Identification Number Assigned by the IRS:

751943648

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

59552001

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:

N/A

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:

N/A

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:

N/A

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Bookkeeper	Financial Coordinator assists in creating budgets, creating financial status reports cost allocation plan, grant management, grant monitoring (both quarterly in the form of preparing FSR's and as needed when a physical monitoring or desk monitoring occurs), and insuring grant funds are managed appropriately. Reviews and develops time and activity sheets for allowable activities and to monitor amount of time staff are spending working on program as compared to projected program budget. Annual Salary \$58,000.00, Fringe 9024.00 for total of \$67,024.00 (Jennifer Graley)	\$20,107.00	\$0.00	\$0.00	\$0.00	\$20,107.00	30
Personnel	Advocate	Full Time Community Based Advocate- Advocate will respond to hospital or needed community location	\$17,069.00	\$0.00	\$0.00	\$0.00	\$17,069.00	45

		<p>to serve as support/advocate for those requesting SANE (Sexual Assault Nurse Examiner) examination or other trauma related service at community location.</p> <p>Community Based Advocate will assist with all aspects of medical advocacy, work on-call, provide expertise in all aspects of service provision to sexual assault victims. Advocate will coordinate SANE examinations by convening SANE nurse, police when requested, victim hospital accompaniment, and information and referral for victims about follow-up services. Hospital Advocate will assist volunteer coordinator in training volunteers to become certified in providing hospital accompaniment and on-scene response, thereby increasing agency's capacity to service victims.</p> <p>Total Salary \$34,500 + \$3,432.00 fringe = \$37,932.00 Open Position</p>						
Personnel	Advocate	<p>Full Time Community Advocate- Advocate will respond to hospital or needed community location to serve as support/advocate for those requesting SANE (Sexual Assault Nurse Examiner) examination or other trauma related service at community location.</p> <p>Community Based Advocate will assist with all aspects of medical advocacy, work on-call, provide expertise in all aspects of service provision to sexual assault victims. Advocate will coordinate</p>	\$17,069.00	\$0.00	\$0.00	\$0.00	\$17,069.00	45

		SANE examinations by convening SANE nurse, police when requested, victim hospital accompaniment, and information and referral for victims about follow-up services. Hospital Advocate will assist volunteer coordinator in training volunteers to become certified in providing hospital accompaniment and on-scene response, thereby increasing agency's capacity to service victims. Total Salary \$34,500 + \$3,432.00 fringe = \$37,932.00 (Joyce Botka)						
Personnel	Advocate	Shelter Advocate- assists child victims and their parents with accessing community resources designed for secondary victims who have witnessed abuse, facilitating child targeted support groups, developing child focused safety plans and answering emergency hotline, performing intakes, providing information and referral, assistance registering children for school and aftercare programs, and connecting children with therapy when appropriate. Total compensation (salary plus fringe) for this position is \$34,000. salary + 3000.00 fringe = \$37,000.00 (Megan Atchison: Start Date: 10/1/2022)	\$16,650.00	\$0.00	\$0.00	\$0.00	\$16,650.00	45
Personnel	Advocate	Shelter Advocate- assists child victims and their parents with accessing community resources designed for secondary victims who have witnessed abuse, facilitating child targeted support groups, developing	\$16,650.00	\$0.00	\$0.00	\$0.00	\$16,650.00	45

		child focused safety plans and answering emergency hotline, performing intakes, providing information and referral, assistance registering children for school and aftercare programs, and connecting children with therapy when appropriate. Total compensation (salary plus fringe) for this position is \$34,000.00 salary + 3000.00 fringe = \$37,000(Reagan Anderson: Start Date: 10/1/2023)						
Personnel	Advocate	Shelter Advocate- assists child victims and their parents with accessing community resources designed for secondary victims who have witnessed abuse, facilitating child targeted support groups, developing child focused safety plans and answering emergency hotline, performing intakes, providing information and referral, assistance registering children for school and aftercare programs, and connecting children with therapy when appropriate. Total compensation (salary plus fringe) for this position is \$34,000.00 salary + 3000.00 fringe = \$37,000(Erika Gonzalez: Start Date: 10/1/2023)	\$16,650.00	\$0.00	\$0.00	\$0.00	\$16,650.00	45
Personnel	Advocate	Shelter Advocate- assists child victims and their parents with accessing community resources designed for secondary victims who have witnessed abuse, facilitating child targeted support groups, developing child focused safety plans and answering emergency hotline, performing intakes,	\$24,984.00	\$0.00	\$0.00	\$0.00	\$24,984.00	60

		providing information and referral, assistance registering children for school and aftercare programs, and connecting children with therapy when appropriate. Total compensation (salary plus fringe) for this position is \$37,240.00 salary + 4400.00 fringe = \$41,640.00 (Idalia Romero: Start Date: 10/1/2023)						
Personnel	Advocate	Full-time Advocate- assists victims with accessing community services, facilitating groups, developing safety plans and individualized action plans, obtaining legal assistance, obtaining medical assistance, answering emergency hotline, performing intakes, providing information and referral. Total compensation (salary plus fringe) for this position is \$35568 salary + \$ fringe = \$45568. (Melissa Schmitz: Start Date: 10/1/2022)	\$18,227.00	\$0.00	\$0.00	\$0.00	\$18,227.00	40
Personnel	Advocate	Full-time Advocate- assists victims with accessing community services, facilitating groups, developing safety plans and individualized action plans, obtaining legal assistance, obtaining medical assistance, answering emergency hotline, performing intakes, providing information and referral. Total compensation (salary plus fringe) for this position is \$35568 salary + \$4000 fringe = \$39568. (Victoria Rankin: Start Date: 10/1/20223)	\$11,870.00	\$0.00	\$0.00	\$0.00	\$11,870.00	30
Personnel	Education, Financial,	Community Education Coordinator recruits,	\$18,912.00	\$0.00	\$0.00	\$0.00	\$18,912.00	40

	and/or Program Specialist	manages and oversees training for all agency volunteers. Supervises, trains and coordinates student workers, interns and volunteers in their work answering hotline, assisting in children's support group, assisting in adult support group and in working at the front desk. This position increases agency capacity and program sustainability through maintaining a strong and competent volunteer base. Salary is \$43,280 per year with fringe \$4000 for a total of \$47280.00.(Tracey Stebbins: Start Date: 10/1/2023)						
Personnel	Coordinator	Program Coordinator (Heather Mahaffey) oversees the direct services department and will supervise Community Response Advocates. This position will provide training to hospital advocates, assist in training of direct service volunteers that will be on-call to respond to hospital examination. This position will serve as back-up to hospital advocates, will review cases with staff and will provide guidance and support to the project. Oversees program and provides supervision for advocates and direct services program on all shifts. Trains all staff and assists victims by providing direct service advocacy with accessing community services, facilitating groups, developing safety plans and individualized action plans, obtaining legal assistance, obtaining	\$25,296.00	\$0.00	\$0.00	\$0.00	\$25,296.00	40

		medical assistance, answering emergency hotline, performing intakes, providing information and referral. Salary \$55460.00 +fringe \$7780.00 for total compensation \$63240.00						
Personnel	Liaison	Facility Manager (John Rhodes) assists clients by providing transportation to medical appointments, legal appointments, relating to their assaults. Facility Manager maintains emergency shelter physical space to ensure safety and security. Facility Manager earns Salary \$37500.00 + fringe \$2862.00 totaling \$40362.00	\$18,163.00	\$0.00	\$0.00	\$0.00	\$18,163.00	45
Personnel	Community / Social Service Specialist	Volunteer Coordinator/Administrative Assistant to recruit volunteers and provide training for all VOCA funded staff that is required upon initial hiring and also continuing education for annual requirements that direct service VOCA staff must complete. Annual salary for position \$45000.00 with fringe at \$3996 totals=\$48996.00 (Sunny Mackey- Start Date: 10/1/2023)	\$19,598.00	\$0.00	\$0.00	\$0.00	\$19,598.00	40
Personnel	Community / Social Service Specialist	Outreach/ Prevention Educator Assist with training volunteers and provide training for all VOCA funded staff that is required upon initial hiring and also continuing education for annual requirements that direct service VOCA staff must complete. Annual salary for position \$32000.00 with fringe at \$2500 totals=\$34500.00 Mickinze VanHerpen Start Date: 10/1/2023	\$13,800.00	\$0.00	\$0.00	\$0.00	\$13,800.00	40

Personnel	Director	Executive Director (Shelli Shields) will assist in the administration of this grant by meeting with staff regarding cases, assist with reports, including financial reports. Executive Director will attend bi-weekly Response Team Advocacy meetings to evaluate victim service programs, build infrastructure and support best practices. Executive Director co-develops and co-facilitates the direct service volunteer advocacy training which is 40 hours per session, attends advocate staff meeting to advise on direct service decisions and regularly review content and implementation of program. Executive Director takes on-call rotation for 24 hour sexual assault response advocacy to respond to hospital needs. Other direct service involvement is with intakes, safety planning and community response teams as needed. Co-trains all new direct service staff members to ensure they understand empowerment advocacy and the mission of the agency in service provision. Salary \$79,320.00 + fringe \$8395. Total compensation \$87,715.00	\$21,928.00	\$0.00	\$0.00	\$0.00	\$21,928.00	25
Personnel	Specialist	Statistician maintains client files and quality assurance for statistical and documentation accuracy and completeness. Provides statistical analysis and prepares and submits grant required quarterly performance reports. Maintains Data Entry and grant required database reporting. Trains advocates	\$17,960.00	\$0.00	\$0.00	\$0.00	\$17,960.00	40

		on reporting for victims services and group counseling. Backs up Advocates to answer hotline. Helps evaluate services provided to make future projections and recognize ways in which services can be improved. Salary \$40,000.00 +fringe \$4,900 total compensation \$44,900.00.(Melanie Schuth)						
Contractual and Professional Services	Non-Substance Abuse-Related Case Management, Forensic Interviews, Counseling, Outpatient, and/or Treatment Services	SANE Lead- (Yvonne Eskue) Crisis Center maintains a contract with a certified Sexual Assault Nurse Examiner (SANE) to coordinate the SANE program in the community. SANE coordinator acts as a liaison between certified SANE nurses and the Sexual Assault Response Team to ensure excellent communication between all community partners to maintain a comprehensive support team for victims of sexual assault. SANE coordinator ensures all areas of program requirements are up-to-date and actively assists victims and reviews services are meeting requirements. SANE Coordinator assists in all internal training needed for the victims rights focus to all community response team members and will monitor the needs in this area as needed. This position works an estimate of 10 hours a week and cost per hour is billed at \$25.00 with a total funding request of \$12000.00 per year.	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0
Contractual and Professional Services	Non-Substance Abuse-Related Case Management, Forensic	SANE Coordinator- (Pam Keels) Crisis Center maintains a contract with a certified Sexual Assault Nurse Examiner (SANE) to	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0

	Interviews, Counseling, Outpatient, and/or Treatment Services	coordinate the SANE program in the community. SANE coordinator acts as a liaison between certified SANE nurses and the Sexual Assault Response Team to ensure excellent communication between all community partners to maintain a comprehensive support team for victims of sexual assault. SANE coordinator ensures all areas of program requirements are up-to-date and actively assists victims and reviews services are meeting requirements. SANE Coordinator assists in all internal training needed for the victims rights focus to all community response team members and will monitor the needs in this area as needed. This position works an estimate of 10 hours a week and cost per hour is billed at \$25.00 with a total funding request of \$12000.00 per year.						
Contractual and Professional Services	Non-Substance Abuse-Related Case Management, Forensic Interviews, Counseling, Outpatient, and/or Treatment Services	Mental Health Counseling-Center will contract with Child and Family Guidance Center to provide an LPC or LPCi on-site 3 hours per week to provide minimum of 1 therapeutic group weekly to victims of family violence and sexual assault and minimum of 3 hours individual therapy plus time to prepare for groups, document files and meet with Center staff as necessary. approx. 1 hours per week @ \$50/hour @ 80. weeks =\$4500.00.	\$4,500.00	\$0.00	\$0.00	\$0.00	\$4,500.00	0
Contractual and Professional Services	Professional, Presentation, and/or Training Services	Professional trainer to deliver training focused on topics including Intersection of Victims and Technology, safety planning around	\$3,900.00	\$0.00	\$0.00	\$0.00	\$3,900.00	0

		technology use and coordinated community response in our community. Training would be open to targeted community who need skills and education around topics. 3 independent training's each at 1 day consultant fee @ \$600 and travel expenses of \$700 to include for airfare and/or mileage and per diem. \$1800 and \$2100= \$3900						
Contractual and Professional Services	Printing Services	Start-up costs to have resource and intake packets for victims printed \$392.80 Costs related to hospital advocates printing 10 months \$75 per month x 10 months =\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0
Contractual and Professional Services	Accounting, Bookkeeping, and/or Payroll Services	Financial services to complete annual audit and review and assist with financial services as needed. Annual agency cost based on historical data @ \$7000 requesting 30%	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0
Contractual and Professional Services	Housekeeping, Custodial, Building, and Grounds-Related Services	Housekeeping services for physical office space and shelter location. Total costs \$450/month totaling \$5400. Cost allocated to this program 30% Jamie Bishop-Cleaning Services	\$1,620.00	\$0.00	\$0.00	\$0.00	\$1,620.00	0
Contractual and Professional Services	Data Processing, Web Site, and/or Programming Services	Bradley Training & Consulting IT for server and laptop support proportionate to employees covered by grant. \$900/month x 12 months=\$10800.00 Requesting Allocation of 35%	\$3,780.00	\$0.00	\$0.00	\$0.00	\$3,780.00	0
Contractual and Professional Services	Vehicle Transportation-Related Services	CLIENT TRANSPORTATION for safety within state travel requesting \$2800 based on past expenses.	\$2,800.00	\$0.00	\$0.00	\$0.00	\$2,800.00	0

Travel and Training	In-State Registration Fees, Training, and/or Travel	TAASA Annual Conference for 3 staff to attend training. registration \$400 X 3=\$1200	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00	0
Supplies and Direct Operating Expenses	Public Notice, and/or Job Posting	Job posting with Indeed, local newspaper/services, job fair/ career fair registration for county approach to gain employees. Requesting approx. 35% of \$1400 as past data provides history of funding needs.	\$490.00	\$0.00	\$0.00	\$0.00	\$490.00	0
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	Allocated cost of hotline and office telephone lines for staff covered by grant. \$700.00 per month x 12 months =\$8400. Requesting 30% over grant cycle.	\$2,520.00	\$0.00	\$0.00	\$0.00	\$2,520.00	0
Supplies and Direct Operating Expenses	Network Server System and Accessories (\$5,000 or less per unit)	Network upgrades for on-going backup and data requirements. \$7200 requesting 45%	\$3,240.00	\$0.00	\$0.00	\$0.00	\$3,240.00	0
Supplies and Direct Operating Expenses	Network and Server Software and/or Licenses (\$5,000 or less per unit)	Microsoft Office Licenses for Staff on Grant \$135/month x 24 months =\$3,240.00 Requesting 30% Allocation of \$972.00	\$972.00	\$0.00	\$0.00	\$0.00	\$972.00	0
Supplies and Direct Operating Expenses	Laptop System and Accessories (\$5,000 or less per unit)	5 computers needed for grant funded staff to document cases and store data. This purchase will include set up and configuration and will include workstation, monitor, keyboard, and mouse. \$1000 per unit X 5 = \$5000.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Office supplies to be used by program staff. Supplies include paper, ink, pens, pencils, paper clips, file folders, printer ink, labels, dividers, clips, envelopes, hole punchers, staplers and staples, tape and tape	\$1,680.00	\$0.00	\$0.00	\$0.00	\$1,680.00	0

		dispensers, notebooks, note pads. 12 months x \$400 = \$4800. Requesting Approx. 35 %						
Supplies and Direct Operating Expenses	Office Storage and/or Workstation (\$5,000 or less per unit)	2 desk/cubicle style workstation for direct service advocates and manager needed for separation of workspace and privacy. \$2500	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
Supplies and Direct Operating Expenses	Printer, Fax, Scanner and/or Camera (\$5,000 or less per unit)	Toshiba Copier Lease \$394.00 per month x 12 months = \$4,728.00 annually. annually. Allocated to staff proportionate to grant use at 30%	\$1,418.00	\$0.00	\$0.00	\$0.00	\$1,418.00	0
Supplies and Direct Operating Expenses	Electric, Gas, and/or Water / Wastewater	Electric, Water and Gas- allocated utilities for shelter and offices for staff covered by grant. Utilities \$28,000 per year. Requesting 25% for each year.	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$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	\$43,450.00	\$0.00	\$0.00	\$0.00	\$43,450.00
Personnel	\$294,933.00	\$0.00	\$0.00	\$0.00	\$294,933.00
Supplies and Direct Operating Expenses	\$24,820.00	\$0.00	\$0.00	\$0.00	\$24,820.00
Travel and Training	\$1,200.00	\$0.00	\$0.00	\$0.00	\$1,200.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$364,403.00	\$0.00	\$0.00	\$0.00	\$364,403.00

Condition Of Fundings Information

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