

**Agency Name:** Collin County      **Grant/App:** 2877101      **Start Date:** 9/1/2015      **End Date:** 8/31/2016

**Project Title:** Crime Victim Advocacy Program  
**Status:** Application Pending Submission

### Profile Information

**Applicant Agency Name:** Collin County  
**Project Title:** Crime Victim Advocacy Program  
**Division or Unit to Administer the Project:** Collin County Sheriff's Office  
**Address Line 1:** 4300 Community Avenue  
**Address Line 2:**  
**City/State/Zip:** McKinney Texas 75071-8318  
**Start Date:** 9/1/2015  
**End Date:** 8/31/2016

**Regional Council of Governments (COG) within the Project's Impact Area:** North Central Texas Council of Governments  
**Headquarter County:** Collin  
**Counties within Project's Impact Area:** Collin

#### Grant Officials:

##### Authorized Official

**User Name:** Keith Self  
**Email:** keith.self@collincountytx.gov  
**Address 1:** 2300 Bloomdale Road  
**Address 1:**  
**City:** McKinney, Texas 75071  
**Title:** The Honorable  
**Salutation:** Judge

##### Financial Official

**User Name:** Jeff May  
**Email:** jmay@co.collin.tx.us  
**Address 1:** 2300 Bloomdale Rd  
**Address 1:** Suite 3100  
**City:** McKinney, Texas 75071  
**Title:** Mr.  
**Salutation:** Mr.

##### Project Director

**User Name:** Janna Caponera  
**Email:** jbenenson-caponera@co.collin.tx.us  
**Address 1:** 2300 Bloomdale Road, Suite 3100  
**Address 1:**  
**City:** McKinney, Texas 75069  
**Title:** Ms.  
**Salutation:** Ms.

##### Grant Writer

**User Name:** Linda Riggs  
**Email:** lriggs@co.collin.tx.us  
**Address 1:** 2300 Bloomdale Rd  
**Address 1:**  
**City:** McKinney, Texas 75071  
**Title:** Ms.  
**Salutation:** Ms.

### Grant Vendor Information

**Organization Type:** County  
**Organization Option:** applying to provide juvenile prevention and / or intervention services  
**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17560008736000  
**Data Universal Numbering System (DUNS):** 074873449

### Narrative Information

#### Primary Mission and Purpose

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

- 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.

## **Funding Levels**

The anticipated funding levels for these programs are as follows:

- Minimum Award - \$5,000
- Maximum Award – None
- Grantees, other than Native American Tribes, must provide matching funds of at least twenty percent (20%) of total project expenditures. Native American Tribes may be required to provide a five percent (5%) match. This requirement may be met through either cash or in-kind contributions or a combination of both.

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

*Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

## **Program Requirements**

### **Preferences**

Preference will be given to applicants that provide core services to victims and that promote comprehensive victim restoration while incorporating an emphasis on cultural competency in underserved populations. Applicants are also strongly encouraged to streamline administrative and reporting processes by consolidating grant requests whenever possible in lieu of submitting multiple applications.

### **Criminal History Reporting**

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 60*. 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.

### **Program Emphasis**

Applicant agrees to implement comprehensive strategies that are sensitive to the concerns and safety of the victims and hold offenders accountable for their crimes. Applicants must indicate the percentage of their project that benefits Victim Services, Law Enforcement, Prosecution, Courts or other areas. Program emphasis decisions should be made based on the beneficiary of the funded activities. For example, a victim services coalition who provides training to police throughout the state would fall under the “law enforcement” category because the training is to benefit law enforcement.

Indicate the percentage (%) of your project that benefits:

Victim Services – any nonprofit, nongovernmental organization that assists victims.

0

Law Enforcement – any public agency charged with policing functions.

100

Prosecution – any public agency charged with direct responsibility for prosecuting criminal offenders.

0

Court – any civil or criminal court system.

0

Other – any initiative that indirectly affects victims (ex., developing protocols and procedures).

0

### **Culturally Competent Victim Restoration**

Provide information in this section regarding how your organization is culturally competent when providing services to victims. Here are some guidelines to follow: 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. The Collin County Sheriff's Office is committed to providing for the unique needs of each individual citizen. It is our goal to respond respectfully and effectively to people of all cultures, languages, classes, races, ethnic backgrounds, religions, gender, and other diversity factors in a manner that recognizes, affirms, and values the worth of individuals, families, and communities and protects and preserves the dignity of each. We acknowledge that variation exists among individuals and cultures, and that these variations may influence service needs. We endeavor to remain knowledgeable about the ever-changing demographics and the diverse populations that are moving into Collin County as our population has nearly doubled since 2000. As such, all officers are required to attend cultural diversity training. Additionally, the current part-time Advocate participates in on-going continuing education for victim advocacy which frequently includes cultural competency. Our program continues to build formal and informal community partnerships, creating and strengthening our relationships with local organizations and resources that serve a variety of diverse populations. These relationships further our understanding of how client backgrounds affect perceptions of victimization, protection, and support. Based on her experience and education, our Advocate builds a rapport with each client to recognize and understand how the victim's past history and background impacts their emotional and mental needs.

### **Culturally Specific and Underserved Populations**

UNDERSERVED POPULATIONS - The term '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, alien 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 - The term '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)).

The term '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.

The term 'Hispanic' means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

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.

Does your program have a **primary focus** on serving a culturally specific population?

Yes  
 No

If you answered **YES** to the question 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.

### **Victim Referral Process**

Describe how victims are referred to your agency:

Victims are frequently identified by calls for service, usually through 911. Additionally, we serve victims who walk in or are referred by community organizations or resources such as Child Protective Services, hospitals, and medical personnel, among others.

### **Services to Victims of Crime**

Applicant agrees to provide services to victims of crime which include: responding to the emotional and physical needs of crime victims; assisting victims in stabilizing their lives after victimization; assisting victims to understand and participate in the criminal justice system; and providing victims with safety and security.

### **Effective Services**

Applicant must demonstrate a record of providing effective services to crime victims. If the applicant cannot yet demonstrate a record of providing effective services, the applicant must demonstrate that at least 25 percent of its financial support comes from non-federal sources.

**Volunteers**

Applicant agrees to use volunteers to support either the project or agency-wide services, unless CJD determines that a compelling reason exists to waive this requirement.

**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.

**Crime Victims' Compensation**

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

**Records**

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

**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 CJD. 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.

**Confidentiality**

Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law.

**Discrimination**

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

**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 96 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. The evidence collection portion of the exam is to be paid by law enforcement per state law. 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.

**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.

**Nondisclosure of Confidential or Private Information**

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 will be taken to protect the privacy and safety of the persons affected by the release of information.

**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 CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Cynthia Jacobson

Enter the Address for the Civil Rights Liaison:

2300 Bloomdale Road, Suite 4117 McKinney, TX 75071

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

(972) 548-4606

### **Certification**

Each applicant agency must certify to the specific criteria detailed above under **Program Requirements** to be eligible for General Victim Assistance - Direct Services Program Solicitation.

**X** I certify to all of the above eligibility requirements.

### **Problem Statement:**

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement: .

The moment a violent crime happens the victim's life is forever changed. They are no longer the exact same person they were prior to the crime. The victimization doesn't stop when the actual crime is over, with crime victims suffering a tremendous amount of physical and psychological trauma, especially for victims of serious, repeated, or long-term crimes. For victims, the trauma of the crime itself was only the beginning of what can often be a lifelong struggle. Victims of crime can find their world in chaos for years to come and feel firsthand the crime's impact on their physical, financial, and psychological wellbeing.

Beyond any physical injuries resulting from the actual crime, victims may also suffer from other physical symptoms such as insomnia, headaches, muscle tension, and nausea. In addition, victims may find themselves faced with unforeseen financial expenditures related to the crime including time lost from work, costs to repair or replace damaged property, health care expenses, or even funeral and burial costs. However, the psychological impact of victimization is often the longest lasting and most difficult to overcome. Not everyone who is a crime victim responds in the same manner; however, commonly reported emotional symptoms directly related to the victimization include (but are not limited to) grief, despair, anger, guilt, fear, numbness, and loss of control. Additionally, crime victims have an increased risk of suffering any number of mental illnesses like clinical depression and posttraumatic stress disorder (PTSD).

Unfortunately, in the chaos which envelopes a crime victim during and immediately after the event, the criminal justice system can seem quite daunting and frightening. Lacking knowledge of the criminal justice system, victims often retreat to the background and their voices go unheard during investigation, prosecution, and sentencing. While our core mission is to pursue justice for criminal acts, which includes justice for the victims of and witnesses to crime, how we treat those individuals has a huge impact on their confidence in the criminal justice system and their ability to heal and recover from crime. If a victim feels they are receiving inadequate or delayed services from the criminal justice system they are less likely to participate in the process of prosecution. This creates a higher level of victim attrition and reduces the rate of offender accountability. A victim's cooperation, assistance, and safety are essential to the effective detection, investigation, and prosecution of crimes.

A law enforcement agency is a natural entry point for victims to seek victim advocacy after they have been victimized. Whenever a crime is committed, law enforcement officers are usually the first to arrive on the scene and to interact with victims. This makes their role critical and puts our office in a unique position to assist victims immediately after the crime and encourage and facilitate victim participation in the criminal justice system. The initial response to a victim will have a long-lasting impact on that individual's view of the justice system and participation in the investigation and prosecution of the crime. The first response also is a key factor in whether or not a victim ultimately accesses needed services and assistance, such as crisis intervention, counseling, financial compensation, information, referrals to community programs, and help in navigating the justice process.

While Collin County has many social service providers for crime victims, they are all located in the southern part of the county (Plano), which means services are available but not necessarily accessible especially to victims in the rural areas served by the Collin County Sheriff's Office. Many times victims are expected travel 20+ miles one direction to obtain

services, creating a population of grossly underserved victims. The Collin County District Attorney's Office does have a Victim Assistance program; however, services are only provided once cases are filed.

Crime victimization can impact an individual's ability to perform across a variety of roles, including those related to parenting, intimate relationships, and occupational and social functioning. The problems faced by victims of crime are varied and numerous, and one victim's experience will differ greatly from another who suffered the same crime. Regardless of their situation, no victim should ever feel like they are facing these challenges alone.

### **Supporting Data:**

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

Collin County's population increased 73.8% since 2000, from 491,772 to 854,778 persons. Correspondingly, crime has risen. Family violence cases in unincorporated Collin County increased 17.8% from 2013 (n=275) to 2014 (n=324); however, there has been a 45.9% increase since 2009 (n=222). Additionally, the Collin County Sheriff's Office has investigated 18 murders since 2004; 88.9% (n=16) were considered family violence, with 8 occurring in the past 4 years alone (since 2011).

In an effort to support victims of crime in Collin County and reduce victim attrition for family violence cases in the justice process, the Collin County Sheriff's Office, in cooperation with the City of Frisco, obtained a three year grant (beginning in FY 2013) to share a Crime Victim Advocate, each jurisdiction receiving advocacy support 20 hours weekly. In 2012, prior to the Victim Advocate starting, 17% (n=47) of family violence offenses resulted in an "exceptional" clearance. An "exceptional" case clearance is when the identity and location of the offender is known and there is enough information to support an arrest; however, the offender cannot be taken into custody because circumstances outside the control of law enforcement prohibit the agency from arresting, charging, and prosecuting the offender. In many cases, this is caused by the victim's refusal to cooperate with the prosecution after the offender has been identified. However, after the Victim Advocate was hired, the "exceptional" rate was lowered to less than 4% in 2013 (n=9) and 2014 (n=12), as more victims continued to work with law enforcement.

While working part-time, the Advocate provided 867 services for 285 clients in 2013 and 1,125 services to 288 clients in 2014 – an increase of 29.8% in services performed. Unfortunately, the Advocate is at currently at full capacity and cannot handle any additional Collin County victims working only part-time. In 2014, 36 (11%) family violence victims were unable to be served by the Victim Advocate. Additionally, as the position is constrained to 20 hours, the Advocate primarily focuses on family violence cases and has been unable to provide services for many victims of other cases such as child abuse, sexual assault, homicide, and dating/acquaintance violence. For instance, while the Collin County Sheriff's Office conducted 1,856 child abuse investigations for twelve jurisdictions throughout the county in 2014, these victims were not provided services by the Victim Advocate shared with the City of Frisco.

1. "Collin County QuickFacts." State and County QuickFacts. US Census Bureau, 04 Dec 2014. [Accessed Jan 05, 2015]. <http://quickfacts.census.gov/qfd/states/48/48085.html>.
2. Collin County Sheriff's Office reports, 2009 – 2014.
3. Frisco Police Department Crime Victim Advocate Service Activity Summaries, 2013 – 2014.

### **Community Plan:**

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

This project addresses needs in Victims of Crime section of the Collin County Criminal Justice Plan (2008). This section describes the rights guaranteed through Article 56, Texas Code of Criminal Procedure, for crime victims as well as gaps in Collin County services. One of the greatest challenges Collin County faces is to "meet the increased demand for immediate and accessible services of crime victims that accompanies its rapid [population] growth." The plan presents data, impacts, and consequences for child abuse, domestic violence, sexual assault, and underserved victims. The plan also details the benefits of Crime Victim Advocate/Liaisons for the "purposes of providing advocacy including, but not limited to, awareness of rights, information on judicial and legal processes, court accompaniment, as well as emergency financial, legal, and housing assistance."

It is imperative that when a victim seeks services that they are met with compassion and support. Advocates coordinate with victims to make sure they have the resources they need in their time of crisis, assist with protective orders, work with governmental and social service agencies to help victims through trauma, and perform public outreach and education

regarding crime victimization. There is no universal solution to meeting the needs of the underserved victims of crime. However, Collin County can improve its response to crime victims by implementing victim services and advocacy throughout smaller and rural communities by funding a full time Victim Advocate at the Collin County Sheriff's Office.

**Goal Statement:**

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The goal of the program is to provide victim advocacy services that ensure the rights of crime victims, preserve privacy, reduce trauma, promote safety, facilitate recovery, and encourage participation in the criminal justice process.

1. Ensure 100% of family violence victims seeking assistance are served.
2. Demonstrate maximum "exceptional" clearance rate of 5% for family violence offenses.
3. Provide advocacy for victims/survivors of child abuse, homicide, dating/acquaintance violence, and sexual assault offenses investigated by CCSO.
4. Implement a lethality assessment program to assess risk for domestic violence victims.

**Cooperative Working Agreement (CWA):**

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

NA

**Continuation Projects:**

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

NA

**Project Summary:**

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

As Collin County's population has increased 73.8% since 2000, from 491,772 to 854,778 persons, crime has correspondingly risen. Family violence cases in unincorporated Collin County increased 17.8% from 2013 (n=275) to 2014 (n=324), with a 45.9% increase since 2009 (n=222). Additionally, since 2004, the Collin County Sheriff's Office has investigated 18 murders of which 88.9% (n=16) were considered family violence, with 8 occurring in the past 4 years alone (since 2011). For each of these victims and many others like them, the trauma of the crime itself was only the beginning of what will often be a lifelong struggle. Victims of crime can find their world in chaos for years to come and feel firsthand the crime's impact on their physical, financial, and psychological wellbeing. The moment a violent crime happens the victim's life is forever changed; they are no longer the exact same person they were prior to the crime. The victimization doesn't stop when the actual crime is over, with crime victims suffering a tremendous amount of physical and psychological trauma, especially for victims of serious, repeated, or long-term crimes.

Unfortunately, in the chaos which envelopes a crime victim during and immediately after the event, the criminal justice system can seem quite daunting and frightening. Lacking knowledge of the criminal justice system, victims often retreat to the background and their voices go unheard during investigation, prosecution, and sentencing. While our core mission is to pursue justice for criminal acts, which includes justice for the victims of and witnesses to crime, how we treat those individuals has a huge impact on their confidence in the criminal justice system and their ability to heal and recover from crime.

If a victim feels they are receiving inadequate or delayed services from the criminal justice system they are less likely to participate in the process of prosecution. This creates a higher level of victim attrition and reduces the rate of offender accountability. A victim's cooperation, assistance, and safety are essential to the effective detection, investigation, and prosecution of crimes.

A law enforcement agency is a natural entry point for victims to seek victim advocacy, as law enforcement officers are usually the first to arrive on scene and interact with victims. This makes their role critical and puts our office in a unique position to assist victims immediately after the crime and encourage and facilitate victim participation in the criminal justice system. The initial response to a victim will have a long-lasting impact on that individual's view of the justice system and participation in the investigation and prosecution of the crime. The first response also is a key factor in whether or not a victim ultimately accesses needed services and assistance, such as crisis intervention, counseling, financial compensation, information, referrals to community programs, and help in navigating the justice process.

In an effort to support victims of crime in Collin County and reduce victim attrition for family violence cases in the justice process, the Collin County Sheriff's Office, in cooperation with the City of Frisco, obtained a three year grant (beginning in FY 2013) to share a Crime Victim Advocate, each jurisdiction receiving advocacy support 20 hours weekly. In 2012, prior to the Victim Advocate starting, 17% (n=47) of family violence offenses resulted in an "exceptional" clearance. An "exceptional" case clearance is when the identity and location of the offender is known and there is enough information to support an arrest; however, the offender cannot be taken into custody because circumstances outside the control of law enforcement prohibit the agency from arresting, charging, and prosecuting the offender. In many cases, this is caused by the victim's refusal to cooperate with the prosecution after the offender has been identified. However, after the Victim Advocate was hired, the "exceptional" rate was lowered to less than 4% in 2013 (n=9) and 2014 (n=12), as more victims continued to work with law enforcement.

Assistance from law enforcement makes a significant difference for victims. The goal of the Collin County Sheriff's Office crime victim advocacy program is to assist victims of crime, protect and advocate the rights of victims, provide necessary information, and prevent further victimization. The Advocate serves as a contact person for the victim and provide assistance and support services directly to victims of crime including on-site crisis intervention, counseling, referrals and information for additional community resources, Crime Victims' Compensation claims assistance, criminal justice education and support, and provision of information on the progress and status of their investigation.

While working part-time, the current Advocate provided 867 services for 285 clients in 2013 and 1,125 services to 288 clients in 2014 – an increase of 29.8% in services performed. Unfortunately, the Advocate is at full capacity and cannot handle any additional Collin County victims working only part-time. In 2014, 36 (11%) family violence victims were unable to be served by the Victim Advocate. Additionally, as the position is constrained to 20 hours, the Advocate focuses primarily on family violence cases and has been unable to provide services for many victims of other cases such as child abuse, sexual assault, homicide, and dating/acquaintance violence. For instance, while the Collin County Sheriff's Office conducted 1,856 child abuse investigations for twelve jurisdictions throughout the county in 2014, these victims were not provided services by the Victim Advocate shared with the City of Frisco. Children who "cry out" are referred to the Children's Advocacy Center of Collin County; however, not every victim of our investigations is served.

Grant funding would allow the Collin County Sheriff's Office to expand the victim advocacy program to full time, allowing the Advocate to provide services to all victims seeking assistance, including child abuse victims who are not referred to the Children's Advocacy Center. Additionally, having a full-time Advocate would benefit domestic violence victims through the implementation of a lethality assessment program.

Lethality assessments are risk assessment tools that provide law enforcement and other first responders with a simple method to evaluate the level of danger that a victim of intimate partner domestic violence is in given their current situation. Through a series of standard questions, victim responses are scored to assess the risk of danger. The goal of the assessment is to prevent domestic violence homicides, serious injury, and re-assault by encouraging more victims to use the support and shelter services of domestic violence programs.

The Collin County Crime Victim Advocate serves a dual function of assisting victims of violent crimes and assisting the detectives who investigate crimes. The problems faced by victims of crime are varied and numerous, and one victim's experience will differ greatly from another who suffered the same crime. Regardless of their situation, no victim should ever feel like they are facing these challenges alone. Addressing victims' needs will not only reduce the short- and long-term effects of the trauma, but also help facilitate the victims' willingness and ability to cooperate with the criminal justice system in the investigation and prosecution of crimes.

**Project Activities Information**

**Type of Crime Victim**

Select the type(s) of crime victim this project targets and provide the percentage of time dedicated to serving each category of crime victim. You may select more than one type; however, the sum of the percentages may not exceed 100%.

Sexual Assault Percentage (%):

15%

Domestic Abuse Percentage (%):

60%

Child Abuse Percentage (%):

10%

Survivors of Homicide Percentage (%):

1%

Assault Percentage (%):

5%

Dating/Acquaintance Violence Percentage (%):

9%

DUI / DWI Crashes Percentage (%):

0%

Adults Molested as Children Percentage (%):

0%

Elder Abuse Percentage (%):

0%

Robbery Percentage (%):

0%

Stalking Percentage (%):

0%

Human Trafficking Percentage (%):

0%

**Selected Project Activities:**

| ACTIVITY        | PERCENTAGE: | DESCRIPTION   |
|-----------------|-------------|---|
| Crisis Services | 100.00      | The Crime Victim Advocacy program will assist victims of crime and their and family members with the goal of lessening the short and long-term trauma experienced as a direct result of their victimization. Victims are provided services including, but not limited to, on-scene advocacy, Crime Victims' Rights and Compensation information, CVC claim assistance, reassurance, emotional support, guidance for resolving problems, case status information, safety planning, and referrals to emergency and social service agencies to provide additional support. Additionally, the Advocate will, on behalf of victims, act as a liaison between victims and a variety of justice system departments and personnel; advocate for victims' needs and wishes within the system; recognize the impact crime has had on victims and support the important role victims play in criminal justice processes; work to ensure victims are treated fairly and respectfully and provide services that lessen the impact of the crime and restore victims' losses; and seek to remove all potential barriers (physical, psychological, cultural, etc.) to services. |

**Geographic Area:**

Collin County

**Target Audience:**

Residents of Collin County who are victims of violent crimes and their families

**Gender:**

Male and Female

**Ages:**

All

**Special Characteristics:**

Victim advocacy services for cases investigated by Collin County Sheriff's Office

**Measures Information**

**Progress Reporting Requirements**

Outcomes Reported to Texas A&M University, Public Policy Research Institute ([PPRI](#)):

In addition to the measures listed below, all programs will be required to report the number of victims/survivors who returned to the agency as a result of a new victimization either by the same perpetrator or a new perpetrator. Note: This does not include victims returning to your agency to continue their treatment. This measure will be used to measure the efficacy of the services provided in the restoration of the victim to full mental, physical, and emotional health.

| OUTPUT MEASURE  | CURRENT DATA | TARGET LEVEL |
|---|--------------|--------------|
| Number of victims seeking services who were not served.                             | 36           | 0            |
| Number of victims / survivors seeking services who were served.                     | 288          | 350          |
| Number of survivors assisted with crime victim compensation applications.           | 93           | 100          |
| Number of survivors receiving crisis counseling.                                    | 35           | 40           |
| Number of survivors receiving information and / or referral (in person / by phone). | 288          | 350          |

### Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

### 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 CJD 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 CJD 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 CJD.

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 CJD 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:

NA

### Lobbying

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

the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the Appropriate Response:

- Yes
- No
- N/A

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

Select the Appropriate Response

- Yes
- No
- N/A

### **Fiscal Year**

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

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

10/01/2015

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

09/30/2016

### **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 (\$) of Federal Grant Funds:

\$3,365,590

Enter the amount (\$) of State Grant Funds:

\$2,627,092

### **Single Audit**

For Fiscal Years Beginning Before December 26, 2014

Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

**OR**

For Fiscal Years Beginning On or After December 26, 2014

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 CJD grant. However, CJD may require a limited scope audit as defined in 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 Single Audit Act Amendments of 1996 and OMB Circular A-133; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

04/29/2014

### **Equal Employment Opportunity Plan (EEOP)**

**Type I Entity** - Defined as an applicant that meets one or more of the following criteria:

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

#### Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the [Certification Form](#) and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

**Type II Entity** - Defined as an applicant that meets the following criteria:

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

Requirements for a Type II Entity - Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., 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 CJD, CJD'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; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

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

Cynthia Jacobson, 2300 Bloomdale Rd, McKinney TX 75071

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

Requirements for a Type III Entity - Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- 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.

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

Select the appropriate response:

- 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.

Enter the debarment justification:

NA

### 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).

## Budget Details Information

### Budget Information by Budget Line Item:

| CATEGORY                               | SUB CATEGORY  | DESCRIPTION   | CJD         | CASH MATCH | TOTAL       | UNIT/% |
|--|---|---|-------------|------------|-------------|--------|
| Personnel                              | Accountant  | Program Accountant/Auditor. Position will perform accounting and auditing duties for grant funds, including submission of quarterly financial and performance reports via eGrants system. Budget item is 5% of current Accountant/Auditor position's annual salary plus benefits.   | \$0.00      | \$3,850.00 | \$3,850.00  | 5      |
| Personnel                              | Advocate  | Full-time Victim Advocate. The Advocate will provide crisis services to victims of violent crimes investigated by the Collin County Sheriff's Office. Requirements: This position is located in the Sheriff's Office Criminal Investigation Section. Bachelor's Degree in Social Work, Behavioral Science, Counseling or related field, and two (2) years victim services, law enforcement, probation/parole or counseling experience, which included training or experience with family violence; or equivalent combination of education and experience. Possession of a valid Texas Operator's License, Class C. Salary of \$44,919 plus benefits of \$18,081 | \$63,000.00 | \$0.00     | \$63,000.00 | 100    |
| Supplies and Direct Operating Expenses | Computer Software and Media                         | Incident Based Reporting System IBRS license. This license is required by any user of the Department's Records Management System (RMS). The Advocate will need access to the RMS to obtain case reports, research incidents, check status of cases and obtain contact information for victims, their families and witnesses.  | \$0.00      | \$3,300.00 | \$3,300.00  | 0      |
| Travel and Training                    | In-State Registration Fees, Training, and/or Travel | Travel and training for the Advocate. This position requires continuous training on legislative updates/changes, changes in laws, supreme court decisions, victimology and best practices for working with victims of violent crimes. To obtain this necessary training/knowledge, the Advocate will attend in-state training and/or conferences per Collin County's travel policy and per diem rate(s). Additionally, necessary personal vehicle local travel will be reimbursed at IRS standard mileage rates; charges for county pool vehicle travel will be market based.   | \$0.00      | \$1,500.00 | \$1,500.00  | 0      |
| Personnel                              | Manager   | First line supervisor for the Advocate. This position will make case assignments, coordinate on services and outreach, ensure all appropriate data is collected, complete all required grant process reports and ensure correctness of information reported. Budget item is 6.5% of the current supervisor's annual salary and benefits.  | \$0.00      | \$7,100.00 | \$7,100.00  | 6      |

**Source of Match Information**

**Detail Source of Match/GPI:**

| DESCRIPTION  | MATCH TYPE | AMOUNT      |
|--|------------|-------------|
| Existing personnel time spent on grant project, paid through County budget | Cash Match | \$10,950.00 |
| Training and travel expenses, paid using departmental funds                | Cash Match | \$1,500.00  |
| Required software license, paid using departmental funds                   | Cash Match | \$3,300.00  |

**Summary Source of Match/GPI:**

| Total Report | Cash Match  | In Kind | GPI Federal Share | GPI State Share |
|--------------|-------------|---------|-------------------|-----------------|
| \$15,750.00  | \$15,750.00 | \$0.00  | \$0.00            | \$0.00          |

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

| CATEGORY                               | CJD         | CASH MATCH  | IN-KIND MATCH | GPI    | TOTAL       |
|--|-------------|-------------|---------------|--------|-------------|
| Personnel                              | \$63,000.00 | \$10,950.00 | \$0.00        | \$0.00 | \$73,950.00 |
| Supplies and Direct Operating Expenses | \$0.00      | \$3,300.00  | \$0.00        | \$0.00 | \$3,300.00  |
| Travel and Training                    | \$0.00      | \$1,500.00  | \$0.00        | \$0.00 | \$1,500.00  |

**Budget Grand Total Information:**

| CJD                | CASH MATCH         | IN-KIND MATCH | GPI           | TOTAL              |
|--------------------|--------------------|---------------|---------------|--------------------|
| <b>\$63,000.00</b> | <b>\$15,750.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$78,750.00</b> |