

3:28 PM

Agency Name: Collin County
 Project Title: Sheriff's Office Crime Victim Advocate

Grant/App: 2877102
 Status: Active Grant

Start Date: 10/1/2016
 End Date: 9/30/2018

Fund Source: VZ-Victims of Crime Act Formula Grant Program [VA clone]

Current Grant Manager: Alyssa Smith

Current Program Manager: Scott Kelly

Liquidation Date: 10/30/2018

Original Award: \$126,000.00

Current Budget: \$98,744.00

Current Award: \$98,744.00

CFDA: 16.575

OOG Solicitation: VZ15 Victims of Crime Act - General Victim Services

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Select and Enter Budget Line Item Details

Budget Category	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Personnel	\$98,744.00	\$22,721.00	\$0.00	\$0.00	\$121,465.00	
OOG-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Accountant	\$0.00	\$7,880.00	\$0.00	\$0.00	\$7,880.00	
Advocate	\$98,744.00	\$0.00	\$0.00	\$0.00	\$98,744.00	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
Full-time Victim Advocate (employee initials AT, effective 10/1/2016 to 7/31/2017). Position provides crisis services for victims of violent crimes investigated by the Collin County Sheriff's Office. Services include on-scene advocacy, CVC claim assistance, emotional support, case status information, safety planning, and referrals for emergency and social service agencies. Position is located in the Sheriff's Office Criminal Investigation Section. Salary of \$44,919 plus benefits of \$18,081 for 10 months out of a 2 year grant period.	\$40,270.14	\$0.00	\$0.00	\$0.00	\$40,270.14	100
Full-time Victim Advocate (employee initials TB, effective 10/17/2017). Position provides crisis services for victims of violent crimes investigated by the Collin County Sheriff's Office. Services include on-scene advocacy, CVC claim assistance, emotional support, case status information, safety planning, and referrals for emergency and social service agencies. Position is located in the Sheriff's Office Criminal Investigation Section. Salary of \$41,594 plus benefits of \$19,422. for 11.5 months out of a 2 year grant period.	\$58,473.86	\$0.00	\$0.00	\$0.00	\$58,473.86	100
Manager	\$0.00	\$14,841.00	\$0.00	\$0.00	\$14,841.00	
Contractual and Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Travel and Training	\$0.00	\$8,487.00	\$0.00	\$0.00	\$8,487.00	
OOG-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
In-State Registration Fees, Training, and/or Travel	\$0.00	\$8,487.00	\$0.00	\$0.00	\$8,487.00	
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Supplies and Direct Operating Expenses	\$0.00	\$292.00	\$0.00	\$0.00	\$292.00	
OOG-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Network and Server Software and/or Licenses (\$5,000 or less per unit)	\$0.00	\$292.00	\$0.00	\$0.00	\$292.00	
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Budget Summary Totals

OOG Funds:	Cash Match:	In Kind Match:	GPI:	Total Project:
\$98,744.00	\$31,500.00	\$0.00	\$0.00	\$130,244.00

Export Your Budget Detail Item(s)

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Notes by Grantee to OOG:

Note from Grantee to OOG

**Enter on: 3/22/2018 10:53:31 AM By: Alyssa Smith**

Victim Advocate (TB): Based on the annual salary and fringe benefits amounts noted in the line item description, in the 11.5 month period that this employee will work during the grant period they will make about \$58,473 which leaves an additional \$7,256 in the line item that will possibly go unspent. Do you plan to reallocate these funds or also deobligate these funds at this time? Please make the needed changes.

Enter on: 2/2/2017 11:03:38 AM By: Jeff May

Employee AJ was entered into the original application. Employee EP was the assigned accountant from 10.1.2016 to 1.31.2017. The accountant effective 2.1.2017 is SR.

Enter on: 2/2/2017 10:42:26 AM By: Alyssa Smith

Both positions in which you are updating, the new employees did not start work until 2017 so I can only assume that whoever was previously in these positions have earned reimbursement for their time.

In order to reflect turnover in the budget you will need to change the existing line items back to the original employee who was in each position, so that will be Program Accountant/Auditor (employee initials AJ) and First line supervisor for the Advocate (employee initials ML). You will also need to note the employees' end dates in the appropriate line items, then you will need to create new line items for the employees that replaced them. In the new line item descriptions, you will need to note the job description, salary, fringe amount, employee's Initials and their start date. Whatever amount of funds that were reimbursed for the previous employees should be left in their respective line items, then the remaining funds can be moved to the new employees that replaced them.

Enter on: 2/2/2017 8:38:15 AM By: Alyssa Smith

Program Accountant/Auditor (employee initials SR) & First line supervisor for the Advocate (employee initials PC): Please note the employee's start dates in the line item descriptions as well. Thank you!

Enter on: 1/12/2017 7:36:40 AM By: Alyssa Smith

Please make the needed changes to the actual budget before recertifying the adjustment. Thank you!

Enter on: 10/12/2016 2:02:29 PM By: Scott Kelly

You have marked the incorrect box for this adjustment. You should have marked the 'Existing Funds' extension. You will need to delete this adjustment and create a new one- only marking the box for the existing funds extension.

Enter on: 5/5/2016 2:50:19 PM By: Scott Kelly

Full-time Victim Advocate: Remove "guidance for solving problems"

Enter on: 5/5/2016 2:48:34 PM By: Scott Kelly

In-State Registration Fees: mileage for local travel should be listed under in-state incidentals.

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