

Applicant Information

Provide the legal name of the Applicant Agency. If awarded funding, this information will be used for contract purposes.
Alachua County Board of County Commissioners Victim Services & Rape Crisis Center *

Federal Data Universal Numbering System (DUNS) Number: 010508711 *

Federal Employee Identification Number (FEIN): 506000591 *

Registered with the System of Award Management (formally CCR)? Yes *



In elected official offices, the elected official must be included as the Agency Director. In all other agencies the top executive of the agency must be included

Agency Director:

Prefix (Mr., Ms., Honorable., etc.) Ms. * Title: County Manager *

Name: Michele Lieberman *

Telephone #: (352) 374-5204 * Fax #: (352) 374-5200 *

Mailing Address: (Street, P.O. Box, etc.) 12 SE 1 Street *

City: Gainesville * State: Florida * Zip Code: 32601 *

Email Address: mlieberman@alachuacounty.us *



Performance Report Contact:

Prefix (Mr., Ms., Honorable, etc.) Ms. * Title: Director *

Name: Laura Kalt *

Telephone #: (352) 264-6762 * Fax #: (352) 264-6774 *

Mailing Address: (Street, P.O. Box, etc.) 218 SE 24 Street *

City: Gainesville * State: Florida * Zip Code: 32641 *

Email Address: lkalt@alachuacounty.us *



Financial Contact:

Prefix (Mr., Ms., Honorable, etc.) Mrs. * Title: Administrative Support Manager *

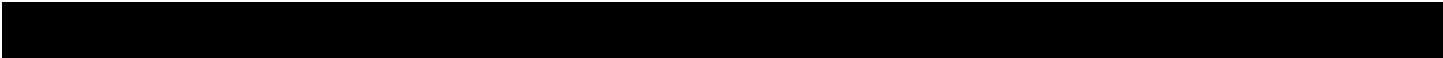
Name: Kelli Hutchins *

Telephone #: (352) 264-6762 * Fax #: (352) 264-6774 *

Mailing Address: (Street, P.O. Box, etc.) 218 SE 24 Street *

City: Gainesville * State: Florida * Zip Code: 32641 *

Email Address: khutchins@alachuacounty.us *



I acknowledge that I have read, understand, and agree to the conditions set forth in the Victims of Crime Act (VOCA) Grant Application, Instructions and the VOCA Rules for the duration of the grant period. I certify that the information contained in this application is true, complete and correct.

I acknowledge that the applicant agency, if awarded a VOCA grant, will comply with Federal Rules Regulating Grants and State Criteria. Subrecipients must comply with the applicable provisions of VOCA, the VOCA Rules, the requirements of the OJP Financial Guide, effective edition, and all laws, rules and regulations applicable to expenditures of State funds including the Reference Guide for State Expenditures. Subrecipients must maintain appropriate programmatic and financial records that fully disclose the amount and disposition of VOCA funds received. This includes: financial documentation for disbursements; daily time and attendance records specifying time devoted to allowable VOCA victim services; client files; the portion of the project supplied by other sources of revenue; job descriptions; contracts for services; and other records which facilitate an effective audit. Subrecipients will abide by any additional eligibility or service criteria as established by the state grantee including submitting statistical and programmatic information on the use and impact of VOCA funds, as requested.

PUBLIC AGENCIES ONLY: I hereby certify that pursuant to the VOCA Rules, grant funds will be used to enhance or expand services and will not be used to supplant state and local funds that would otherwise be available for crime victim services.

Signature of Agency Director:

*Claudia Tuck, Dept. Director on behalf of Michele Lieberman **

Date: *February 10, 2022 11:26AM*

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

Complete the summary table and salary grid below and provide information about each position requested. The position title included in each summary table must be exactly as it appears on the job description. In the Budget Narrative section indicate if the salary/benefit expenses listed include raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty (do not lump duties under one header, unless each sub-duty also includes percentages). Failure to provide VOCA allowable job descriptions may result in a reduction to the request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is requested as VOCA funded and/or utilized as Match.

RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Vic Adv Counselor 1 *</i>	\$61,944.29	\$30,972.15	50% *	.50
Personnel Narrative:	<i>Vic Adv Counselor 1 serves primary/secondary adult vics of sexual assault in Union Co (410 W Main St, Lake Butler). Estimate includes 3% COLA increase salary, 5% increase insurance. Remaining 50% expenses will be paid by FL Council Against SV grant*</i>			
Sub-Total	\$61,944.29	\$30,972.15		.50

Agency Contribution for Personnel Expenses

\$30,972.14

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

1

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$7,296.05 *	\$280.62
Life Ins.			\$52.00 *	\$2.00
Dental Ins.			\$302.00 *	\$11.62
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$61,944.29	\$2,382.48

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

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RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Vic Adv Counselor 2 *</i>	\$61,941.26	\$30,970.63	50% *	.50
Personnel Narrative:	<i>Vic Adv Counselor 2 serves primary/secondary adult vics of sexual assault in Bradford Co (403 Georgia St, Starke) Includes 3% COLA increase salary, 5% increase insurance. Remaining 50% expenses will be paid by FL Council Against SV grant*</i>			
Sub-Total	\$61,941.26	\$30,970.63		.50

Agency Contribution for Personnel Expenses

\$30,970.63

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

2

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$7,296.02 *	\$280.62
Life Ins.			\$49.00 *	\$1.88
Dental Ins.			\$302.00 *	\$11.62
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$0.00	\$0.00
TOTAL			\$61,941.26	\$2,382.36

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: Alachua County Board of County Commissioners Victim Services & Rape Crisis Center

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RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Vic Adv Counselor 3 *	\$61,944.26	\$61,944.26	100% *	1.00
Personnel Narrative:	Vic Adv Counselor 3 serves all primary/secondary crime vics at the Gainesville Police Dpt office (545 NW 8 Ave, Gainesville). Includes anticipated 3% COLA increase to salary and 5% increase to health insurance. *			
Sub-Total	\$61,944.26	\$61,944.26		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

Bi-Weekly *

Position Number:

3

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$7,296.02 *	\$280.62
Life Ins.			\$52.00 *	\$2.00
Dental Ins.			\$302.00 *	\$11.62
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$61,944.26	\$2,382.48

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

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RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Vic Adv Counselor 4 *</i>	\$61,734.26	\$61,734.26	100% *	1.00
Personnel Narrative:	<i>Vic Adv Counselor 4 serves all primary/secondary crime vics at the Gainesville Police Dpt office (545 NW 8 Ave, Gainesville). Includes anticipated 3% COLA increase to salary and 5% increase to insurance*</i>			
Sub-Total	\$61,734.26	\$61,734.26		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

4

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$7,296.02 *	\$280.62
Life Ins.			\$12.00 *	\$.46
Dental Ins.			\$132.00 *	\$5.08
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$61,734.26	\$2,374.40

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: Alachua County Board of County Commissioners Victim Services & Rape Crisis Center

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RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Vic Adv Counselor 5 *	\$54,306.26	\$54,306.26	100% *	1.00
Personnel Narrative:	Vic Adv Counselor 5 serves all primary/secondary crime vics at the Alachua Co Health Dept office 218 SE 24 St, Gainesville. Includes anticipated 3% COLA increase to salary and 5% increase to insurance*			
Sub-Total	\$54,306.26	\$54,306.26		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

Bi-Weekly *

Position Number:

5

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$0.00 *	\$0.00
Life Ins.			\$12.02 *	\$.46
Dental Ins.			\$0.00 *	\$0.00
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$54,306.26	\$2,088.70

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

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RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Vic Adv Counselor 6 *</i>	\$69,430.26	\$69,430.26	100% *	1.00
Personnel Narrative:	<i>Vic Adv Counselor 6 serves all primary/secondary crime victims at the Alachua Co Health Dept office 218 SE 24 St, Gainesville. Includes anticipated 3% COLA increase to salary and 5% increase to insurance*</i>			
Sub-Total	\$69,430.26	\$69,430.26		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

6

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$14,952.02 *	\$575.08
Life Ins.			\$52.00 *	\$2.00
Dental Ins.			\$132.00 *	\$5.08
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$69,430.26	\$2,670.40

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

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Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Bilingual Vic Adv Counselor 1 *</i>	\$61,904.26	\$61,904.26	100% *	1.00
Personnel Narrative:	<i>Bilingual Vic Adv Counselor 1 serves all primary/secondary crime vics at the Gainesville PD office, 413 NE 8 Ave, Gainesville, w special attn to Spanish-speaking crime vics. Includes anticipated 3% COLA increase to salary, 5% increase to insurance*</i>			
Sub-Total	\$61,904.26	\$61,904.26		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

7

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$7,296.02 *	\$280.62
Life Ins.			\$12.00 *	\$.46
Dental Ins.			\$302.00 *	\$11.62
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$61,904.26	\$2,380.94

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

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Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Bilingual Vic Adv Counselor 2 *</i>	\$61,904.26	\$61,904.26	100% *	1.00
Personnel Narrative:	<i>Bilingual Vic Adv Counselor 2 serves all primary/secondary crime vics at the Alachua Co DOH office, 218 SE 24 St, Gainesville, w/ special attn to Spanish-speaking crime vics. Includes anticipated 3% COLA increase to salary, 5% increase to insurance*</i>			
Sub-Total	\$61,904.26	\$61,904.26		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

8

Hours per week =

40 *

Hourly Rate =

\$22.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$45,760.00		\$45,760.00	\$1,760.00
FICA		7.6500% *	\$3,500.64	\$134.64
Retirement		11.0000% *	\$5,033.60	\$193.60

Health Ins.			\$7,296.02 *	\$280.62
Life Ins.			\$12.00 *	\$.46
Dental Ins.			\$302.00 *	\$11.62
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$61,904.26	\$2,380.94

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Personnel Budget

[VOCA Personnel Budget Report](#)

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

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RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

Personnel:

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: <i>Victim Services Program Specialist *</i>	\$49,604.66	\$49,604.66	100% *	1.00
Personnel Narrative:	<i>Vic Svcs Program Specialist serves all primary/secondary crime vics in all 3 counties (Alachua, Bradford and Union Co's). Includes anticipated 3% COLA increase to salary and 5% increase to insurance*</i>			
Sub-Total	\$49,604.66	\$49,604.66		1.00

Agency Contribution for Personnel Expenses

\$0.00

Pay Schedule: (choose one from the drop-down menu)

*Bi-Weekly **

Position Number:

9

Hours per week =

40 *

Hourly Rate =

\$17.00 *

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$35,360.00		\$35,360.00	\$1,360.00
FICA		7.6500% *	\$2,705.04	\$104.04
Retirement		11.0000% *	\$3,889.60	\$149.60

Health Ins.			\$7,296.02 *	\$280.62
Life Ins.			\$52.00 *	\$2.00
Dental Ins.			\$302.00 *	\$11.62
Workers Comp		0.0000% *	\$0.00	\$0.00
Unemployment (1st \$7K)		0.0000% *	\$0.00	\$0.00
Other:			\$	\$0.00
TOTAL			\$49,604.66	\$1,907.88

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No *

VOCA Contractual/Fee for Service Budget

Agency name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

For each contractual service listed, include a description of the service to be provided, the business name of the contractor, the cost per unit of service, and the estimated units of service to be used. Indicate in the narrative section how the number of services requested was determined. Also, give a description of a unit of service, e.g., a 60 minute unit of legal services, a 60 minute individual therapy session, and a 90 minute group therapy session.
Therapy must be requested at the contracted therapist’s per unit rate. The OAG will reimburse a maximum of the following rates, per 15 minute increment/unit.

- Individual Therapy- \$25 per unit
- Family Therapy- \$12.25 per unit/per person
- Group Therapy- \$8 per unit/per person

EXAMPLE - Budget Narrative:
Therapy, Inc., will provide therapy for adult survivors of incest. It is anticipated that this service will be used approximately 10 times during the year.

Contractual Services - Contracts for specialized services:				
Name of Business or Contractor / Budget Narrative		Cost Per Unit of Service	Estimated Units of Service	Total
Name of Business or Contractor:	Budget Narrative:	\$		\$
Contractual Subtotal				\$0.00

VOCA Equipment Budget

Agency Name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

Items included in this section must be furniture and/or equipment costing \$2,500 or more. If awarded funds in this category, prior approval is required before purchasing items. Provide a justification for the equipment purchase requests. If the agency is requesting funds to purchase computer hardware or software, this constitutes maintaining or establishing a computer network system. Complete the Special Conditions Certification form accordingly.

EXAMPLE - Narrative Response:

The computer will increase the advocate's ability to reach and better serve crime victims. The cost listed above is for a complete computer package which includes the computer, monitor, software and printer.

ALL EQUIPMENT PURCHASES MUST BE PRE-APPROVED PRIOR TO THE ACTUAL PURCHASE

Equipment:				
Description of Equipment and a Budget Narrative		Number	Cost Per Item	Total
Description of Equipment:	Budget Narrative:		\$	\$
Equipment Subtotal				\$0.00

VOCA Operating Budget

Agency name: *Alachua County Board of County Commissioners Victim Services & Rape Crisis Center*

Office supplies such as paper, pencils, toner, printing, books, postage; transportation for victims; monthly service costs for telephone or utilities; staff travel (for direct service to crime victims or meeting attendance to coordinate victim services), etc. Furniture and equipment costing less than \$2,500 should be requested from this budget category. Items requested should not be grouped and each item must be requested as a separate line item, with the exception of general office supplies. In the narrative section, provide a brief description of the operating expenses and note if the cost is pro-rated. Indicate how the number and cost of services requested were determined (by FTE; by % use; by sq/ft; etc.). If the agency is requesting funds to purchase computer hardware or software, this constitutes maintaining or establishing a computer network system. Complete the Special Conditions Certification form accordingly.

EXAMPLE- Narrative Response:

The Victim Advocate will need monthly telephone service calculated at \$20 per month, which is the standard rate budgeted for new positions in this agency.

Operating:				
Description of Operating Cost and a Budget Narrative		Number	Cost Per Item	Total
Description of Operating Cost: <i>Union County Rape Crisis Center Office Rental Fees</i>	Budget Narrative: <i>The Center's Union Co Rape Crisis Center office (410 W Main St, Lake Butler). Leased from City of Lake Butler. Rent cost expected to increase to \$424 per mo.in FY22-23. VOCA approved svcs provided at this office. Rent is not prorated.</i>	12	\$424.00	\$5,088.00
Description of Operating Cost: <i>Verizon - Monthly Cell Phone Service Fee</i>	Budget Narrative: <i>Cell phone service w/ Verizon. Advocates provide VOCA approved services to victims on cell phones. Approx. \$112 per mo for two lines. Cell phone monthly service is not prorated.</i>	12	\$112.00	\$1,344.00
Description of Operating Cost: <i>VStracking.com - Annual Online Client Database Fee</i>	Budget Narrative: <i>Advocates utilize the VStracking.com online client database service to safely record our victims' demographic information and the services provided to victims. Annual subscription fee is \$2000. Annual fee is not prorated.</i>	1	\$2,000.00	\$2,000.00

Description of Operating Cost: <i>Zoom - Monthly Video Communication Fee</i>	Budget Narrative: <i>Zoom HIPAA compliant membership = \$200 per month. A video communication platform that advocates use when meeting w/ victims, and in-person contact isn't possible. Advocates provide VOCA approved svcs to victims on Zoom. Zoom fee is not prorated.</i>	12	\$200.00	\$2,400.00
Description of Operating Cost: <i>Verizon - Mifi Monthly Internet Service Fee</i>	Budget Narrative: <i>2 mifi devices w/ Verizon. Mifi is a device that allows advocates to access the internet securely to provide VOCA approved svcs: email updates, submit victims comp apps, track court info, etc. \$72 per mo for 2 mifi devices. Mifi fee is not prorated.</i>	12	\$72.00	\$864.00
Description of Operating Cost: <i>Relocation Assistance Funds</i>	Budget Narrative: <i>Funds for victims to relocate. Greyhound bus travel @ \$342 x 25 vic's=\$8550 + Plane travel @ \$500 x 20 vic's=\$10,000 = \$18,550. Bus and plane estimates are based on recent travel fees but can vary depending on season, and is not prorated.</i>	1	\$18,550.00	\$18,550.00
Description of Operating Cost: <i>Prophylactic Medication</i>	Budget Narrative: <i>Rape victims need prophylactic medicine immediately after crime and can't await application to BVC. Medicine @ \$80 x 20 vic's=\$1600. Medicine estimate is based on recent costs, and is not prorated.</i>	20	\$80.00	\$1,600.00
Operating Subtotal				\$31,846.00

VOCA Training Budget

- Training requested must be to enhance delivery of victim services.
- Travel associated with training must adhere to the State of Florida Travel Rules.
- If awarded funds in this category, additional information may be required prior to incurring costs associated with training.
- The narrative must include the name of the training, detailed information on the training, how attendance at the requested training will benefit crime victims and specific costs requested. VOCA funds will reimburse registration, lodging, travel and meals.

Agency Name:

Alachua County Board of County Commissioners Victim Services & Rape Crisis Center

Florida Administrative Rules related to travel expenses:

[Click Here](#)

Section 112.061, Florida Statutes- Travel Expenses:

[Click Here](#)

Reference Guide for State Expenditures:

[Click Here](#)

Training Expenses:				
Description of Training Expenses and a Budget Narrative		Number	Cost Per Item	Total
Description of Training Expenses: Registration FL Crime Prevention Train Institute	Budget Narrative: Registration fee for Victim Services Designation Course = \$399. 2 VOCA funded staff to attend. The trainings will be valuable to the ongoing professional development of staff providing services and victims will benefit from knowledgeable staff.	2	\$399.00	\$798.00
Description of Training Expenses: Lodging while attending training out of town	Budget Narrative: 2 VOCA staff. 5 night-stay during FCPTI course x \$106 per night = \$530 per staff. The trainings will be valuable to the ongoing professional development of staff providing services and victims will benefit from knowledgeable staff.	2	\$530.00	\$1,060.00
Description of Training Expenses: Meals while attend training out of town	Budget Narrative: 2 VOCA staff. 5 days of meals during FCPTI course x \$36 per day per diem state rate = \$180 per staff. The trainings will be valuable to the ongoing professional development of staff providing svcs and victims will benefit from knowledgeable staff.	2	\$180.00	\$360.00

Description of Training Expenses: <i>Vehicle rented to attend training out of town</i>	Budget Narrative: <i>2 VOCA staff. Vehicle rented for 2 staff to attend FCPTI course for 5 days. \$82 per day rental fee. The trainings will be valuable to the ongoing professional development of staff providing services and victims will benefit from knowledgeable staff.</i>	1	\$410.00	\$410.00
Training Subtotal				\$2,628.00

VOCA Budget Request

Budget Summary By Category	Total VOCA Budget Request	Total VOCA Approved Budget
Personnel (10A)	\$482,771.00	\$
Contractual Services (10B)	\$0.00	\$
Equipment (10C)	\$0.00	\$
Operating Expenses (10D)	\$31,846.00	\$
Training Expenses (10E)	\$2,628.00	\$
Total	\$517,245.00	\$

Required Match Part 11	\$0.00
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Total paid staff for agency's victim services program (total number of full-time equivalent staff (FTE) for the current fiscal year):	16.0000 *
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Number of staff requested from VOCA, expressed in FTE's:	8.0000
Number of staff requested as matching expenses, expressed in FTE's:	
Total staff requested, expressed in FTE's:	8.0000

Type of Agency

Type of Victims Served

Child Abuse (Include services for child physical abuse/neglect and child sexual assault/abuse)	\$8,995.57
Domestic and Family Violence	\$146,177.93
Adult Sexual Assault	\$44,977.83
Underserved (includes DUI/DWI crashes, survivors of homicide victims, assault, adults molested as children, elder abuse, victims with disabilities, robbery, other violent crimes)	\$107,946.78

MATCH (financial support from other sources)

Value of in-kind match	\$
Cash match	\$
Total match	\$0.00

MATCH (financial support from other sources)

Match waiver	
Match waiver upload:	

Funding Source Chart

Applicants must provide information that demonstrates community support of its services; financial support from non-federal sources; non-federal resources for the required 20% program match (unless in-kind match is utilized); and, if a new program, shows that 25-50% of the total financial support is from non-federal sources.

Budget and Staffing

Provide the amount of funding that is allocated to victim services within the applicant agency for the current fiscal year and the amount requested for the proposed VOCA project. Do not report the entire agency budget, unless the entire budget is devoted to victim services programs. Round amounts to the nearest dollar, and include all expenses which are budgeted for the victim services program (i.e., personnel costs which include salaries for directors, clerical/support staff, victim advocates, counselors, etc.; training costs; equipment such as computers, fax machines, printers, copiers, telephones, and furnishings, etc.; operating costs such as utilities, postage, printing, office supplies, travel, counseling supplies, etc.)

Please note: Do not include in-kind match.

What is the fiscal year of your sub grantee agency?
(choose one from the drop-down menu to the right)

October 1 to September 30 *

Other Defined:

Funding Source		Agency Total Victim Services Budget (Current Fiscal Year)	Proposed VOCA Project Budget
Federal Funding *Describe below		\$0.00	\$0.00
VOCA grant request (excluding match)			\$517,245.00
State Funds *Describe below		\$65,387.00	\$65,387.00
Local, Public or Private Funds		\$607,771.00	\$648,009.00
Other: (Describe at right)	Rape Crisis Trust Fund	\$45,900.00	\$45,900.00
Totals		\$719,058.00	\$1,276,541.00
*For the judicial circuit you are requesting funding with this application			

*If the applicant agency currently receives Federal or State funding for victim services, indicate the source(s) and the use of those funds. Do not include VOCA funding. (Response is limited to 1000 characters.)
If this is not applicable, please indicate "N/A."
*State Funds: We expect to receive two grants with the Florida Council Against Sexual Violence (FCASV) - General Revenue grant (\$76,754) and the OAG grant (\$15,351). Funds are available to certified rape crisis centers and are distributed by the FCASV based on the amounts allocated by the state, and not an application process in which the Center can ask for additional funds. Funds will cover one FTE and two .5 FTEs (the VOCA grant application requests funds to cover the other portion of the FTE), stipends for advocates servicing in the on-call rotation, and rental fees for Bradford Co rape crisis center office. **

Use of VOCA and Match Funds

INSTRUCTIONS: For this request, check the category of service and subcategory that best identifies the types of services or activities that will be provided by the VOCA-funded project as described below.

Note: Report only those program activities that will be implemented with VOCA and Match funds.

INFORMATION & REFERRAL

Check all that apply

- | | |
|---|---|
| <input checked="" type="checkbox"/> Information about the criminal justice process | <input checked="" type="checkbox"/> Referral to other victim service programs |
| <input checked="" type="checkbox"/> Information about victim rights, how to obtain notification, etc. | <input checked="" type="checkbox"/> Referral to other services, supports and resources (includes legal, medical, faith-based organizations, address confidentiality programs, etc.) |

PERSONAL ADVOCACY/ACCOMPANIMENT

Check all that apply

- | | |
|---|--|
| <input checked="" type="checkbox"/> Victim advocacy/accompaniment to emergency medical care | <input checked="" type="checkbox"/> Performance of medical forensic exam or interview, or medical evidence collection |
| <input checked="" type="checkbox"/> Victim advocacy/accompaniment to medical forensic exam | <input checked="" type="checkbox"/> Immigration assistance (e.g. special visa, continued presence application, and other immigration relief) |
| <input checked="" type="checkbox"/> Law enforcement interview advocacy/accompaniment | <input checked="" type="checkbox"/> Intervention with employer, creditor, landlord, or academic institution |
| <input checked="" type="checkbox"/> Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness) | <input checked="" type="checkbox"/> Child and/or dependent care assistance (provided by agency) |
| <input checked="" type="checkbox"/> Criminal advocacy/accompaniment | <input checked="" type="checkbox"/> Transportation assistance (provided by agency) |
| <input checked="" type="checkbox"/> Civil advocacy/accompaniment (includes victim advocate assisting with protection orders) | <input checked="" type="checkbox"/> Interpreter services |
| <input checked="" type="checkbox"/> Individual advocacy (assistance in applying for public benefits, return of personal property or effects) | <input checked="" type="checkbox"/> Assistance with victim compensation * |

EMOTIONAL SUPPORT OR SAFETY SERVICES

Check all that apply

- | | |
|---|---|
| <input checked="" type="checkbox"/> Crisis intervention (in-person, includes safety planning, etc.) | <input checked="" type="checkbox"/> Therapy (traditional, cultural, or alternative healing: art, writing, or play therapy; etc.) |
| <input checked="" type="checkbox"/> Hotline/crisis line counseling | <input checked="" type="checkbox"/> Support groups (facilitated or peer) |
| <input checked="" type="checkbox"/> Individual counseling | <input checked="" type="checkbox"/> 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 non prophylactic meds, durable medical equipment, etc.) |
| <input checked="" type="checkbox"/> On-scene crisis response (e.g., community crisis response) | |

SHELTER/HOUSING SERVICES

Check all that apply

- | | |
|---|---|
| <input checked="" type="checkbox"/> Emergency shelter or safe house | <input checked="" type="checkbox"/> Relocation assistance |
| <input checked="" type="checkbox"/> Transitional housing | |

CRIMINAL/CIVIL JUSTICE SYSTEM ASSISTANCE

Check all that apply

- | | |
|---|---|
| <input checked="" type="checkbox"/> Notification of criminal justice events (e.g., case status, arrest, court proceedings, case disposition, release, etc.) | <input checked="" type="checkbox"/> Immigration attorney assistance (e.g., special visas, continued presence application, and other immigration relief) |
| <input checked="" type="checkbox"/> Victim impact statement assistance | <input checked="" type="checkbox"/> Other civil legal attorney assistance (e.g., landlord/tenant, employment, etc.) |
| <input checked="" type="checkbox"/> Assistance with restitution (includes assistance in requesting and when collection efforts are not successful) | <input checked="" type="checkbox"/> Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness) |
| <input checked="" type="checkbox"/> Emergency justice-related assistance | <input checked="" type="checkbox"/> Criminal advocacy/accompaniment |
| <input checked="" type="checkbox"/> Civil legal attorney assistance in obtaining protection or restraining order | <input checked="" type="checkbox"/> Civil advocacy/accompaniment (includes victim advocate assisting with protection orders) |
| <input checked="" type="checkbox"/> Civil legal attorney assistance with family law issues (e.g., custody, visitation, or support) | |