

BOARD OF COUNTY COMMISSIONERS
SARPY COUNTY, NEBRASKA

RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE APPLICATION, CERTIFICATIONS,
ASSURANCES, AND LETTER OF SUPPORT FOR THE 2011 VICTIMS OF CRIME ACT GRANT (VOCA)

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2007), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103 (Reissue 2007), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, a Crime Commission Grant for the Sarpy County Victim Witness Unit is available to Sarpy County; and,

WHEREAS, the grant application, assurances and certifications must be signed and submitted to the Crime Commission; and,

WHEREAS, Sarpy County is committed to and supports the grant application for the Sarpy County Victim Witness Unite; and,

NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners that the Chairman is hereby authorized to sign the application, assurances, certifications and letter of support for the 2011 Victims of Crime Act grant (VOCA).

DATED this 12th day of April, 2011.

MOVED by Jim Warren, seconded by Rusty Hike, that the above Resolution be adopted. Carried.

YEAS:

NAYS:

ABSENT:

Russell

none

none

Amoroso

Stacy

Julie

Tom Kitchel

ABSTAIN:

none

Attest:



SEAL

Debra L. Houghtaling
County Clerk

NEBRASKA CRIME COMMISSION
Grant Applicant Information
Victim Assistance FY 2011

1. Federal Employer ID # (Nine digit number)	47-600-6504		
2. Project Title:	Sarpy County Victim Assistance		
3. Applicant Name: (Agency/Organization)	Sarpy County Victim Witness Unit	Telephone	(402) 593-2201
		Fax	(402) 593-2161
4. Address	1210 Golden Gate Dr. Suite 3147 Papillion, NE 68046-2857		
5. Project Director:	Jean Brazda	Telephone	(402)593-2201
		Fax	(402)593-2161
(Receives all grant correspondence)	Email:	jbrazda@sarpy.com	
Address:	1210 Golden Gate Dr. Suite 3147 Papillion, NE 68046-2857		
6. Project Coordinator: (Contact person)	Jean Brazda	Telephone	(402) 593-2201
		Fax	(402) 593-2161
	Email:	jbrazda@sarpy.com	
Address:	1210 Golden Gate Dr. Suite 3147 Papillion, NE 68046-2857		
7. Fiscal Officer: (Cannot be Project Director)	Brian Hanson	Telephone	(402) 593-2349
		Fax	(402) 593-4304
	Email:	bhanson@sarpy.com	
Address:	1210 Golden Gate Dr. Papillion, NE 68046-2857 (Please include last four digits of zip code)		
8. Board Chair:	Tom Richards	Telephone	(402) 593-4155
		Fax	(402) 593-4304
	Email:	trichards@sarpy.com	
Address:	1210 Golden Gate Dr. Papillion, NE 68046-2857		

Please note: The applicant must be the agency that will receive and disburse the grant funds. The Federal Identification Number must be that of the applicant.

9. Proposed Project Period:

From: July 1, 2011

To: June 30, 2012

10. Previous 5-Years Commission Funding For This Project:

Grant #:10-VA-210	Amount \$124,149
Grant #:09-VA-210	Amount \$115,000
Grant #:08-VA-239/06-VA-243	Amount \$104,143
Grant #:07-VA-202/06-VA-242	Amount \$122,601
Grant #:06-VA-205	Amount \$129,688

11. Demographic Impact: Area Served by Project (Counties/Cities)

Sarpy County: Papillion, Bellevue, LaVista, Gretna and Springfield.
Cass County upon request

12. Type of Agency:

- State Agency
- Unit of Local Government
- Private Non-Profit
- Native American Tribe or Organization
- Other:

13. Funds will be used primarily to:

- Expand services into a new geographic area
- Offer new types of services
- Serve additional victim populations
- Continue existing services to crime victims
- Other

14. If Awarded, These Funds Will:

- Create New Service/Activity
- Enhance Existing Program not funded by VOCA in previous years
- Continue Existing Program funded by VOCA in previous years
- Technology

15. Identify types of victims to be served with requested Victim Assistance funds and match funds.

<input checked="" type="checkbox"/> Child Abuse/Physical	<input checked="" type="checkbox"/> Elder Abuse
<input checked="" type="checkbox"/> Child Abuse/Sexual	<input checked="" type="checkbox"/> Adult Survivors of Incest or Child Sexual Abuse
<input checked="" type="checkbox"/> DUI/DWI Victims	<input checked="" type="checkbox"/> Survivors of Homicide Victims
<input checked="" type="checkbox"/> Domestic Violence Victims	<input checked="" type="checkbox"/> Robbery
<input checked="" type="checkbox"/> Adult Victims/Sexual Assault	<input checked="" type="checkbox"/> Assault
<input checked="" type="checkbox"/> Other – List criminal mischief, criminal impersonation, disturbing the peace.	

16. Agency Staff / Volunteers

	# Part Time	# Full Time
Total number of agency volunteers, excluding Board members	4	0
Total number of paid agency staff	0	8
Number of volunteers that support <u>this project only</u>	4	0

17. Check the services to be provided by the Victim Assistance Funds and match funds.

<input checked="" type="checkbox"/> Crisis Counseling	<input checked="" type="checkbox"/> Information/Referral
<input checked="" type="checkbox"/> Follow-up Contact	<input checked="" type="checkbox"/> Criminal Justice Advocacy
<input type="checkbox"/> Therapy	<input checked="" type="checkbox"/> Emergency Financial Assistance
<input type="checkbox"/> Group Treatment	<input checked="" type="checkbox"/> Emergency Legal Advocacy
<input type="checkbox"/> Crisis Hotline	<input checked="" type="checkbox"/> Assist with Filing Compensation Claims
<input type="checkbox"/> Shelter/Safe Home	<input checked="" type="checkbox"/> VINE assistance to victims
<input checked="" type="checkbox"/> Personal Advocacy	<input checked="" type="checkbox"/> Telephone Contacts (Information and Referral)
<input type="checkbox"/> Other: Specify	

18. Board Members:

- Private Non-profit Agencies
 Attach a list of board members, including the agency they represent, addresses and telephone numbers.
Attach to the end of this application

19. Total Agency Budget: please enter from budget. \$306,081

A) Private non-profit agency funded by the Department of Health & Human Services: please provide a copy of the Financial Report; form #DSS-48, and the monthly financial Statement of Accounts, form #DSS-6-900, submitted to the Department of Health & Human Services for the month of December 2007. Attach to the end of this application

B) Applicants not financially supported by the Nebraska Department of Health and Human Services: provide a listing of all financial supporters, the total amount of their support, and how the funds are used for this project.

Financial Supporters	Total Amount	How funds are used
Sarpy County Board of Commissioners	\$181,932	Funds are used to pay salaries and benefits of the Executive Director and support staff positions. They also fund the partial salary and partial benefits of the staff funded through the VOCA Grant. Funds are used for the office and program supplies as well as printing and publications, registrations for training and office equipments, furniture and data process software the Unit utilizes on a daily basis.

C) All applicants: provide a listing of existing facilities, equipment and personnel, which will be committed to the operation of this project.

Facilities	Is this committed to the operation of the project?	Equipment/Personnel	Is this committed to the operation of the project?
Five offices	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Five computers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Four victim advocates	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	One support staff	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
	Yes <input type="checkbox"/> No <input type="checkbox"/>	Two directors	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Additional Comments: The office space, computers, support staff's salary and the Directors salaries are dedicated to this project but not used as a match.

20. SUSTAINABILITY

New Applicants: In the space below describe the plan that is being developed for long term sustainability of the project.

Continuation Applicants: In the space below describe the specific activities you have accomplished in finding long term funding for the program, (i.e. county board meetings attended to present on project, approached civic organizations, specific grants applied for and whether they were received, etc.) AND at least 3 specific activities that are planned for the upcoming year(s) to find long term funding.

(Limit ½ page)

The Executive and Deputy Director of the Unit have attended several County Board Meetings to discuss the fiscal needs of the program. The Executive Director has worked with the Deputy Director and Sarpy County Grant Writer to explore possible funding sources for the program. Both of the Directors will continue these activities this fiscal year.

The Sarpy County Board does provide funding for the program through the County's General Fund for the Unit that is not used as match. Currently the County Board funds the salaries of the Executive and Deputy Director and the Unit's support staff. The County also provides the office space and equipment/furniture/supplies for the Unit. The County Board provides funding for the salary increases of the staff funded by this application and also pays for part of their benefits. It is anticipated that the County Board will continue to support the Units fiscal needs that are not covered through this grant (or any other grant the Unit applies for) in the future.

The three activities that will be accomplished during this next fiscal year will be: meet with the County Grant Writer to discuss expanding fiscal options; present to the County Board the fiscal needs of the Unit; research and review local, state and national grant funding options.

NEBRASKA CRIME COMMISSION - BUDGET SUMMARY

Category	Requested Amount	Match Share*	Total Project Cost
A. Personnel	127,382	31,846	159,228
B. Consultants/Contracts	0	0	0
C. Travel	0	0	0
D. Supplies / Operating Expenses	0	0	0
F. Equipment	0	0	0
G. Other Costs	0	0	0
TOTAL AMOUNT	127,382	31,846	159,228
% Contribution	80 %	20 %	100 %

List the sources of funding and amounts that will be used to match this grant. Please include any in-kind match, such as volunteers. (Required match is 20% for existing and 25% for new projects. Indian tribes or Native American organizations on reservations are required to provide a 5% match).

<u>Cash Match Source</u>	<u>Amount</u>	<u>In Kind Match Source</u>	<u>Amount</u>
Sarpy County General Fund Budget	\$31,846	N/A	\$31,846

CERTIFICATION: I hereby certify the information in this application is accurate and, as the authorized official for the project, hereby agree to comply with all provisions of the grant program and all other applicable state and federal laws.

Tom Richards, Chairperson Sarpy County Board of Commissioners 402-593-4155

NAME (PLEASE TYPE) TITLE TELEPHONE

1210 Golden Gate Dr

ADDRESS

Papillion, NE 68046-2857

CITY, STATE, ZIP

Tom Richards

4/12/11

SIGNATURE

DATE

(NOTE: The authorized official would include: county board chair, mayor, city administrator, chair or vice-chair of non-profit agency. The County Board is the authorized official to sign for victim/witness programs located in the County Attorney's office.)

Category A - Personnel

Position	Annual Salary	% Time Devoted	Amount Requested	Match	Subtotal	Requested Fringe	Match Fringe	TOTAL COSTS
Lead Crime Victim Advocate	\$49,579	52.2226%	\$25,891	\$13,955	\$39,846	\$7,976	\$4,108	\$51,930
Crime Victim Advocate	\$37,078	52.2226%	\$19,363	\$	\$19,363	\$12,061	\$0	\$31,424
Crime Victim Advocate	\$41,103	52.226%	\$21,465	\$12,101	\$33,566	\$12,374	\$1,682	\$47,622
Crime Victim Advocate	\$40,220	52.226%	\$21,004	\$	\$21,004	\$7,248	\$	\$28,252
			Amount Requested	Match	Subtotal	Fringe Requested	Fringe Match	TOTAL COSTS
Total Personnel Budget			\$87,723	\$26,056	\$113,779	\$39,659	\$5,790	\$159,228

Personnel Budget Narrative

Continued funding is being requested for four Crime Victim Advocate positions to provide direct service to all crime victims participating in the Sarpy County criminal and juvenile justice system. These positions also collaborate with criminal justice and community agencies as members of community based committees and coalitions to respond to the needs of crime victims in Sarpy County.

1. This grant funds an existing FTE Lead Crime Victim Advocate. The salary for this position is \$49,579 with fringe benefits of \$15,273 for a total of \$64,852. **The VOCA Grant will fund 52.2226% of this position which will be \$25,891.466 in salary and \$4,247.257 in benefits plus \$1,747.67 for retirement and \$1,980.697 social security.** This advocate has been with the Victim/ Witness Unit for eight years. This position spends 100% of their time involved in both misdemeanor and felony adult related cases. This position provides crisis intervention, criminal justice advocacy, referral information, assistance with Victim/ Impact Statements and protection orders, as well as explains the court process and provides updates on court hearings. This position attends all child abuse and neglect task force meetings and has increased the collaboration with other referral agencies. This position also provides oversight on daily case management duties as well as assigns cases and assists other advocates with high profile cases. In addition, she supervises the interns and volunteers with the Unit.
2. This grant funds an existing FTE Crime Victim Advocate. The salary for this position is \$37,078 with fringe benefits of \$23,095 for a total of \$60,173. **The VOCA Grant will fund 52.2226% of this position which will cover \$19,363.113 in salary and \$9,272.639 in benefits plus \$1,307.01 for retirement and \$1,481.278 for social security.** This advocate has been with the Victim/ Witness Unit one year and spends 70% of her time involved in attending Juvenile Court Hearing and 30% of her time involved in County and District Court cases. She explains to the victim and their family the process of the court system, updates them on future court hearing, provides crisis intervention, assist with protection orders, as well as follows up on all restitution related cases and return of property. She is the primary point of contact for the School Resource Officers in the County and makes regular contact with them.
3. This grant funds an existing FTE Crime Victim Advocate. The salary for this position is \$41,103 with fringe benefits of \$23,693 for a total of \$64,796. **The VOCA Grant will fund 52.2226% of this position which will cover \$21,465.074 in salary and \$9,282.728 in benefits plus \$1,448.89 for retirement and \$1,642.078 for social security.** This advocate has been with the Victim Witness Unit for five years and spends 100% of their time involved in both misdemeanor and felony adult related cases. This position provides crisis intervention, criminal justice advocacy, referral information, assistance with Victim/ Impact Statements and protection orders, as well as explains the court process, provides updates on court hearings, notifies victims of restitution and defendant's release from Department of Corrections. This position is a member of the Coalition Against Sexual and Domestic Abuse Team and participates in the Domestic Violence and Sexual Assault Awareness activities.
4. This grant funds an existing FTE Law Enforcement Crime Victim Advocate. The salary for this position is \$40,220 with fringe benefits of \$13,880 for a total of \$54,100. **The VOCA Grant will fund 52.2226% of this position which will cover \$21,003.948 in salary and \$4,223.797 in benefits plus \$1,417.77 for retirement and \$1,606.802 for social security.** This Advocate provides direct services to all crime victims participating in the criminal justice system. This position spends 100% of her time involved in both misdemeanor and felony adult related cases. This position provides crisis intervention, criminal justice advocacy, referral information, assistance with Victim/ Impact Statements and protection orders, as well as explains the court process and provides updates on court hearings. This position is the primary point of contact for law enforcement referrals before the defendant has been charged with a crime. The person that has this position is bi-lingual and over eight years of experience working with domestic violence and sexual assault victims.
5. The Executive Director will be involved in this project but no funds will be asked for or used as a match. The Executive Director is expected to be involved in the project 60% of her time. Her primary responsibility will be to oversee the project and staff involved. She will also carry a minimal case load which generally involves high profile cases such as motor vehicle homicide or attempted murder. This position will also continue to be involved in the CASDA Team and

assist with providing law enforcement training to new officers in Sarpy County in the area of domestic violence and sexual assault.

6. The bi-lingual support staff position will assist this project but no funds will be requested or used as a match. The support staff position handles the daily operation of the Unit and assist the crime victim advocates as needed. She will spend 100% of her time dedicated to the project.

Match for this grant in the amount of \$31,846 is provided through the remaining salaries and benefits of the Lead Crime Victim Advocate position (\$13,955 salary/ \$4,108 benefits) and one Adult Crime Victim Advocate position (\$12,101 salary/ \$1,682 benefits). Both positions work directly with the grant and spend 100% of their time working with crime victims.

Community Description

(Limit 1 ½ pages)

1. Complete the following table with the appropriate statistical data for your community.

Race	Number	% of Total Population
White	140,711	92%
Black/African American	6,115	4%
American Indian/ Alaska Native	770	.05%
Asian	2,973	2%
Native Hawaiian/Other Pacific Islander	115	.05%
Other	2,820	1.9%
Total Population	153,504	100%
Hispanic or Latino		
Total Population	153,504	100%
Hispanic or Latino	9,528	6%
Not Hispanic or Latino	143,976	94%

The NE Databook website is <http://info.neded.org/databook.php> and provides information by county.

List all areas that the statistical data includes (city, county or state): **Sarpy County: Bellevue, Papillion, LaVista, Gretna and Springfield**

Source of data: NE Databook website 2009 estimated population

2. Provide a brief focused overview of the community(s)/county(s) where this project will take place. Include information about the geographic location (i.e. part of the state i.e. north central, south west; rural/urban; etc.), how will key stakeholders and agencies collaborate on the project, unserved/underserved populations, and any other related unique community identifiers (i.e. what is the crime rate, what are the needs, utilize census data, agricultural income, paint a picture of the community).

Sarpy County is a unique county where Nebraska's origins began. Located in the southeast area of Nebraska, Sarpy County is directly adjacent to the greater Omaha metropolitan area to the north. Sarpy County is composed of a rural population in the Gretna and Springfield area to the west, Offutt Air Force Base to the southeast, the cities of Papillion and LaVista in the center, and the rapidly growing city of Bellevue to the east. The county is unique to other counties in Nebraska because of the military base and the ever changing military population. The largest age range by population is ages 0-4 years and the smallest age range by population is 85+ years old. Sarpy County has a total crime index in 2008 of 4,718. Although the County is predominately white, there is a growing number of Sudanese and Hispanic population in the Bellevue and LaVista areas. It is estimated by the NE Databook website the county will expand by 34,830 from the year 2005 to 2015.

The Unit works collaboratively with all law enforcement agencies including Bellevue, LaVista, and Papillion Police Departments, the Sarpy County Sheriff's Office, and Offutt Air Force Base Security Forces along with Sarpy County Attorney's Office and other community resources that may have contact with crime victims. The key stakeholders provide crime victims with contact information regarding the Unit.

The stakeholders display posters in prominent areas to direct crime victims to the Unit. Regular contact is made with the stakeholders to insure that quality services are being provided and relevant information is being given to the crime victim.

3. List up to 5 programs and / or services currently in place in your community, not including the applicant program, that address the stated problem and state specifically how you coordinate with these programs, i.e., how does the domestic violence agency coordinate with the Victim/Witness Unit, with law enforcement, etc.?

You could do this in a chart format, as follows. (Limit 1/2 page)

Agency Name	How your program specifically coordinates with this program.
Heartland Family Service Domestic Abuse Program	The Unit refers all domestic violence and adult sexual assault related cases to Heartland. Information about the program is provided to the victim at initial contact with the Unit and it is part of the safety plan information provided in writing. Heartland will refer DV/ SA victims to the Unit for assistance with protection orders or to gather information about the criminal justice system.
Sarpy County Probation	The Unit provides Probation with victim impact statements for the pre-sentence investigation report. The Unit also coordinates contact with the crime victim and probation to relay information regarding impact of the crime and sentencing recommendations.
Sarpy County Attorney's Office	The Unit is part of the County Attorney's Office. All criminal cases where a victim has been identified will be referred to the Unit. The Unit also coordinates crime victim meetings with the prosecutors.
All Law Enforcement Agencies in the County	All law enforcement agencies in the County, which include the Bellevue Police Department, Papillion Police Department, LaVista Police Department and the Sarpy County Sheriff's Department, have crime victim posters displayed in the lobby areas as well as officers have crisis cards to provide crime victims. The Unit has regular contact through e-mail, face to face or phone with officers regarding criminal cases and clarification of information.
Sexual Assault Response Coordinator, Offutt Air Force Base	The Unit will refer military personnel or dependants of military personnel to the Sexual Assault Response Coordinator. The Unit will provide the Coordinator with information regarding the criminal case and assist with scheduling meetings with the prosecutors. The Unit will also notify the Coordinator of all court hearings.

Problem Statement

The Problem:

The problem to be addressed by this grant application is... that crime continues to occur in the Sarpy County area.

Description of the Problem or Problems:

Sarpy County is the third largest County in the State. The total population increased by 80% from 1980 to 2009 (from 84,971 to 153,504) and is projected to increase by another 14% in the next 10 years. According to crime and arrest data Sarpy County experienced an 8.4% increase in Part 1 of the Uniformed Crime Report per year from 1997-2002. There were 1,499 domestic violence related calls to 911 in 2010 which is a 10.4% increase from 2008. From 2008 to 2010 the Unit maintained the total number of victims who received direct services and a 43% increase of robbery victims the Unit worked. The Unit also provided 273,914 minutes (or 4,565 hours) of services to crime victims in Sarpy County during the same time period, which is an 11% increase from 2008.

The Unit met with 1789 duplicated victims and had telephone contact with 5,642 new victims in 2010. The Unit experienced a 50% increase in the number of personal advocacy provided, 353% increase in the amount of crisis counseling given and provided 7,809 victims with follow up contact during the same time period. Follow up contact included any contact given to a victim after the initial contact with the Unit which included phone calls and letters to inform victims of court proceedings, to check the welfare of a victim, assist with community services, etc.

Currently Sarpy County has four County Court rooms, three felony court rooms and two juvenile court rooms. The County has added two part-time County Judges to meet the needs of the growing community. The Unit was implemented in 1981 with a staff of one with an additional advocate being hired in 1983 and more staff following years after for a total of six. Currently there is a total of five staff including the Executive Director to cover the nine court rooms. The growing populations of the County and increase in the crime rate have continued to stretch the Unit's ability to serve all victims of crime adequately.

The Unit is working to collaborate more effectively with law enforcement agencies to serve victims of crime where a suspect is not identified. Generally, these types of cases are delayed in being referred to the County Attorney's Office which means the contact with the victim could be an extended period of time after the crime was committed. Increased collaboration with law enforcement is needed so crime victims can be identified within 72 hours of the incident. The Unit is working to improve contact with the victim immediately, provide crisis intervention, refer the victim to necessary agencies for assistance, and advocate for the victim with law enforcement and the County Attorney's Office. The Unit continues to work with the Sarpy County Sheriff and the Police Chiefs to put procedures in place to assist this category of victims so they do not feel lost in the system and are able to begin the healing process as it relates to the crime.

Number of Victims Served (face to face and telephone)	Statistical Documentation of Problem			
	2008	2009	2010	% of change from '08 to '10
Total <u>duplicated</u> # Victims Provided Direct Services *VCMS does not calculate unduplicated numbers	7566*	6765*	7431*	-2%
(duplicated) Face to Face	1576*	1531*	1789*	14%
(duplicated) Telephone	5990*	5234*	5642*	-6%
Total # of children served (0-17 years)	221	191	206	-7%
Total # of elderly victims served (65+)	65	41	45	-37%
Total # minority victims served	250	236	301	20%
Number of Victims Served by Type of Crime:				
Homicide Survivors	13	12	9	-31%
Sexual Assault / Adult	40	36	23	-43%
Child Abuse / Physical	30	31	39	3%
Child Abuse / Sexual	67	68	63	-6%
Domestic Violence	410	410	436	6%
Adult Survivor of Incest / Child Sexual Assault	1	1	5	400%
Assault	278	221	249	-10%
DWI / DUI Crashes	11	9	5	-55%
Robbery	7	3	10	43%
Elder Abuse	0	0	0	0
Burglary	36	41	39	8%
Other	816	650	691	-15%
Total # adult victims provided shelter	N/A	N/A	N/A	N/A
Total # child victims provided shelter	N/A	N/A	N/A	N/A

Source of data: VCMS 2008-2010 report forms

	2008	2009	2010	% of change
Volunteer hours	202 hours	204 hours	216 hours	7%
Protection Order Assistance	452	405	551	22%
Crisis Counseling	215	614	974	353%
Personal Advocacy	2541	2663	3822	50%
Information Referral	563	515	1057	88%
Follow up contact	6903	6866	7809	13%
Criminal Justice Support/Advocacy	6335	5481	6854	8%
Total service type in minutes:	247,538	215,047	273,914	11%
e-mail	76,953	66,452	121,219	58%
Face to Face	110,810	104,355	111,700	1%
Phone	59,775	44,240	40,995	-31%

Source of data: VCMS 2008-2010 report forms and CMS 2008-2010 reports

* The VCMS (Victim Case Management System) database that is utilized to track all crime victim contact and does not calculate unduplicated victim contacts.

Proposed Solution

Project Operation:

Currently when a crime involving a victim is committed in Sarpy County, law enforcement respond and provide the crime victim with a referral card of the Unit and a domestic violence (DV) crisis card if applicable. If the crime was a domestic violence related offense, a domestic violence worksheet is completed by law enforcement and faxed to the County Attorney's Office by the end of the officer's shift. The staff in the County Attorney's Office will then copy the worksheets and provide it to the Unit within 24 hours of receiving it. This worksheet is kept and placed in the file once the case is referred to the Unit. An advocate from Heartland Family Service will attempt contact with a DV victim within 24 hours if an arrest has been made or within 72 hours if no arrest has been made. A police report is completed once law enforcement decides whether or not to arrest or issue a citation. The officer may also provide the crime victim the Unit's crisis card which includes important numbers such as CPS Hotline, Heartland Family Service crisis line, and the VINE number. The police report of the incident is forwarded to the County Attorney's Office at which time a prosecutor will decide what charges to file and if a referral to the Unit is needed. Once the referral to the Unit is made the Lead Advocate of the Unit reviews the file and assigns a crime victim advocate to the case. This process of assigning an advocate is completed within two days of the referral. The crime victim advocate will stay with the case through the entire process. If the case involves a high profile, serious crime the Unit is informed by law enforcement or the County Attorney's Office as soon as possible through phone contact or report referral. This is usually within 72 hours of the crime occurring. The Executive Director is on call 24 hours and will be notified by the County Attorney's Office if victim contact is needed on scene.

Referrals also may come from law enforcement or other community agencies that have identified a person as a crime victim. This type of victim is able to access the Unit by phone or in person to receive services. Other referrals come when a crime victim arrives at the Unit's office and requests services such as protection orders or restitution.

A letter is sent out to the crime victim and or family as soon as the crime victim advocate receives the case. The letter introduces the advocate and explains the role of the Unit. The letter is mailed out with a packet of information which includes the "Victim's Guide to the Nebraska Criminal Justice System", a victim impact statement, information on VINE, crisis card, safety planning information and protection order information if necessary. The letter will also inform the victim of the next court hearing and let the victim know that a crime victim advocate will attend all court hearings with the victim and or family if they would like that support.

Collaboration in regards to domestic violence and sexual assault cases exists with Heartland Family Service (HFS). Attempted contact is made with the DV/ SA victim once the Unit's advocate is assigned the criminal file. If the contact is successful a meeting is set up with the prosecutor and the crime victim advocate. During the meeting information about the HFS is provided as well as the crisis line and the DV women's support group. Every effort is made to make sure the victim is provided relevant referrals to HFS. If contact is unsuccessful, the Unit will call HFS to have the program relay a message to the DV/SA victim. HFS and the Unit ensure that confidentiality is respected at all times. The HFS will utilize the Unit when they need information on the criminal case or assistance with protection orders.

All crime victims may still access services from the Unit regardless of the outcome of the crime or the arrest of a suspect. The Unit always offers face-to-face contact with the victim; however it is up to the victim to decide the extent and type of contact made by the Unit. At times the Unit's Advocates will make contact with secondary victims involved in a crime. This type of contact is similar to the primary victims such as crisis intervention, appropriate referral to outside agencies, information regarding the court system, etc.

The Unit will attend pre-trial conference or depositions as it relates to child sexual abuse or assault cases. The crime victim advocate will be present in the room when defense council and the prosecutor ask the child victim questions related to the crime. The advocate provides support to the child when the parents cannot be present because they may be a secondary victim to the crime. The advocate will also show the child the court room, let them set in the witness chair and answer age appropriate questions related to testifying. The crime victim advocate will provide agency referral information to the family to make sure they and the child are aware of services available to them.

A follow up letter will be sent to the crime victim once a trial date is set. If a victim impact statement has not been returned by that time, a second statement will be included with the letter. The Unit will provide probation with the victim impact statements when a pre sentence investigation or pre disposition investigation is ordered by the courts. A copy of the victim impact statement is provided to the County Attorney's Office to be referred to during trial and sentencing. Advocates of the Unit will make phone contact or send a letter within one day to notify the victim and family members of the outcome of the case.

The law enforcement advocate within the Unit will make regular contact with crime victims as mentioned above as well as be the primary point of contact for law enforcement referrals. There are times when the defendant has fled the scene or has yet to be identified. In these cases, law enforcement will be encouraged to provide the crime victim with information and a referral to the Unit so assistance can happen before the case has been formally charged by the County Attorney's Office. The victim will be provided information about the criminal justice process as well as asked to complete a victim impact statement. Notification will be made to the victim as soon as charges have been filed.

On-going collaboration exists between the staff with the Unit and The Child Abuse Task Force as well as the Coalition Against Domestic and Sexual Abuse (formally known as Sarpy County Coordinated Response Team). The Unit provides both teams with information as it relates to crime victims and the court process, keeping in mind confidentiality.

Throughout the entire criminal justice system process the crime victim advocates of the Unit will make every attempt to notify the crime victim of services, court dates, and possible referrals available to them. The Unit understands the importance of the crime victim's rights and keeping the victim informed. From the moment of first contact, the Unit's Advocates provide crisis intervention, personal advocacy, information about the criminal justice system and referral to appropriate community based agencies.

Activities and Timetable:

ACTIVITY	POSITION RESPONSIBLE	1 ST Quarter 1 st -3 rd	2 nd Quarter 4 th -6 th	3 rd Quarter 7 th -9 th	4 th Quarter 10 th -12 th
Assist with filing Compensation Claims	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Provide direct services to victims by phone or in person, including attending court hearing, protection order hearings, meetings, etc.	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Attend CASDA, 1184 meetings, and other community meetings	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Attend state wide victim conference	Crime Victim Advocates, Executive Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
When available, attend training to keep current on victim issues	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Prepare VOCA Grant application	Executive Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Enter data into VCMS	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Recruit and train new volunteers	Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Promote and participate in DV awareness activities	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Collaborate with the SAFE and CJCC Boards to promote the Unit and the services offered to victim and to represent victims' rights in these systems.	Executive Director, Deputy Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Collaborate with the SAFE and CJCC Boards to research and secure new funding for the Unit.	Executive Director, Deputy Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Attend weekly meetings with the prosecutors	Crime Victim Advocates, Executive Director	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Promote and participate in Victim Rights Week activities throughout the County.	Crime Victim Advocates, Executive Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Prepare quarterly reports for the Crime Commission	Executive Director, Lead Advocate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Promote and participate in SA awareness activities.	Crime Victim Advocates, Executive Director	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Assign all new cases to advocates.	Lead Advocate	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
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Goal, Objectives, Performance Indicators

State Goal: To provide information, advocacy, and assistance to victims of crime in the Communities of Sarpy County

Objective #1: Increase the number of total number of services provided direct service by 2% (from 7431 to 7580) in a 12 month period.

Performance Indicators	Baseline Statistics	Projected Results (Out Comes)
# of duplicated victims served	7431	7580
# of duplicated victims provided services by phone, face to face or mail.	16,744	17,079
# of victim who were provided personal advocacy	3,822	3,898
# of victim who were provided criminal Justice support/ advocacy	6,854	6,991
# of clients assisted with protection orders	551	562

Goal, Objectives, Performance Indicators

State Goal: To provide information, advocacy, and assistance to victims of crime in the Communities of Sarpy County.

Objective # 2: To increase the overall public awareness information provided to referring agencies by 2% (142 to 143) in a 12 month period.

Performance Indicators	Baseline Statistics	Projected Results (Out Comes)
# of duplicated law enforcement agencies contacted.	48	49
# of duplicated non-profit agencies contacted.	36	36
# of duplicated community criminal/ juvenile justice agencies contacted.	20	20
# of contact with the schools by the Juvenile Crime Victim Advocate.	38	38

Continuation Information
(Limit 2 pages)

If this grant proposal is a continuation request and currently receives funds from the Crime Commission or has received funds in the past for the same project, please answer the following questions. Please Note: The current management of the grant will be taken into consideration during the review process.

List each topic and provide the requested information. **All topics listed must be addressed.**

1. Accomplishments: Briefly describe the accomplishments and activities of the most recent funded grant project and their impact (last 12 months). If you have statistics to support these accomplishments not already provided, please include these here.

During this grant period staff continues to participate and collaborate on local coalitions including the Coalition Against Sexual and Domestic Abuse of Sarpy (formally known as the Sarpy County Domestic Violence Coordinated Response Team) and the Sarpy County Child Abuse/Neglect Community Response Team.

The Juvenile Crime Victim Advocate met with all of the School Resource Officers in Sarpy County. She also provided crisis cards and posters to display regarding the Unit. One of the Adult Crime Victim Advocates serves on the Public Awareness and Outreach Committee. This advocate has been actively involved with the planning of the annual candlelight vigil and the pancake feed. The Executive Director continues to be part of the Criminal Justice Committee which is part of the Coalition Against Sexual and Domestic Abuse of Sarpy and assist with creating law enforcement training to address domestic violence and sexual assault.

2. Explain any problems during the previously funded grant project and how they impacted the project. Describe how the problems were or will be addressed and the results of such efforts.

One problem the Unit experienced during this grant period was the lack of consistency with the District Court Judges granting domestic abuse protection orders. Currently there is one District Court Judge who believes that physical violence must have occurred within two months of the protection order request and the parties have to be in or have been in an intimate relationship otherwise the order will not be granted. The problem with this is that if the abuser has been physically abusive outside of two months or the parties are related by blood then the order will be denied. It is difficult to assist the petitioner with the application not knowing which judge will review the order. The Executive Director has met with all of the District Court Judge to discuss the problem in February 2011. Some minor changes have been noticed. Continued contact will be made with this Judge/s.

3. Objectives:

Are you meeting the projected results of the objectives for your currently funded grant? Yes No If no, briefly explain the reason.

4. Training:
Explain what training and support is provided to staff and volunteers who deliver direct services.
Two staff attended the Nebraska Coalition for Victims of Crime Annual Conference;
Two staff attended the Juvenile Justice Conference sponsored by the Nebraska Juvenile Justice Association.
Two staff will be attending the NCVC conference in April 2011.
The two on-going volunteers the Unit has have been volunteering for over 17 years each. They assist with clerical duties and do not have contact with crime victims.
On-going training is provided regarding confidentiality and mandatory reporting.

5. Report Submission:
Have all required grant reports and statistics been submitted to the Crime Commission on a timely basis? Yes No If not, please explain the reason.

CERTIFIED ASSURANCES

1. The applicant assures that federal or state grant funds made available under the Victims of Crime Act (VOCA) and state victim assistance funds will not be used to supplant existing funds, but will be used to enhance or expand direct services to victims of crime.
2. The applicant assures that fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as the Nebraska Commission on Law Enforcement and Criminal Justice (Crime Commission) shall prescribe will be provided to assure fiscal control, proper management, and efficient disbursement of funds received under the victim assistance grant program.
3. The applicant assures that it shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as the Crime Commission may require.
4. The applicant certifies that the program contained in its application will meet requirements as stated in the Victim Assistance Grant Application Kit; that all information presented is correct; that there has been and will be throughout the life of the grant, appropriate coordination with affected agencies; and, that the applicant will comply with all provisions of the Victims of Crime Act and all other applicable federal and state laws.
5. The applicant assures that it will comply and all of its contractors will comply, with the non-discrimination requirements of the Victims of Crime Act; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973 as amended; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; and the Department of Justice Non-Discrimination Regulations 28 CFR Part 42, Subparts C, D, E, and G and, Executive Order 11246, as amended by Executive Order 11375, and their implementing regulations.
6. The applicant assures that programs will maintain information on victim services provided by race, national origin, sex, age, and handicap.
7. The applicant assures that in the event a federal or state court, or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin or sex against a recipient of funds, the recipient will forward a copy of the finding to the Crime Commission and the Office of Civil Rights Compliance (OCRC) of the Office of Justice Programs.
8. The applicant assures that, if required, it will formulate an equal employment opportunity program (EEOP) in accordance with 28 CFR 42.301 et. seq., and submit a certification to the state that it has a current EEOP on file which meets the requirements therein.
9. The applicant assures that it will comply and contractors will comply, with the provisions of the Office of Justice Programs "Financial and Administrative Guide for Grants," M 7100.01.
10. Pursuant to the Office of Management and Budget (OMB) Circular A-133, non-Federal entities expending \$500,000 or more a year from all federal sources shall have a single organization-wide audit conducted in accordance with the provisions of OMB Circular A-133. Non-federal entities that expend less than \$500,000 a year in Federal dollars from all sources are exempt from Federal audit requirements for that year. However, financial records must be maintained in an acceptable accounting system and be available for review or audit by appropriate officials of Federal, state or local agencies.

11. Confidentiality of Research Information. No recipient of monies under the Victims of Crime Act shall use or reveal any research or statistical information furnished under this program by any person and identifiable to any specific private person for any purpose other than the purpose for which such information was obtained in accordance with the Act.
12. Confidentiality of Victim Information - At no time shall a victim's name, address, phone number or other identifying information be divulged to another individual or agency unless they are a part of the criminal justice system or Health and Human Services system unless the victim has given prior voluntary written consent for such release of information.
13. The applicant agrees to submit all required reports in a timely manner.
14. The applicant agrees not to utilize federal or state victim assistance funds for crime prevention, community education, services to perpetrators, conference attendance by individual crime victims, lobbying, victim re-location or services to witnesses other than the victim.
15. The applicant agrees to establish and maintain a Drug Free Workplace Policy.
16. The applicant will comply, and all its contractors will comply with the Equal Treatment for Faith Based Organizations Title 28 C.F.R. part 38.

CERTIFICATION

I certify that I have read and reviewed the above assurances, that the applicant will comply with all provisions of the Victims of Crime Act and all other applicable federal and state laws, and, that the applicant will implement the project as written, if approved by the Crime Commission.

Tom Richards

4/12/11

(SIGNATURE OF AUTHORIZED OFFICIAL)

(DATE)

1210 Golden Gate Dr., Papillion, NE 68046

(ADDRESS)

Tom Richards

Sarpy County Board Chairperson

(TYPED NAME)

(TITLE)

402-593-4155

(TELEPHONE NUMBER)

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTER; AND DRUG-FREE WORPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have 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 this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEPARTMENT, SUSPENSION, AND OTHER

RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transaction, as defined at 28 CFR Part 67, Section 67.510-

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State of Federal court, or voluntarily excluded from covered transactions by any Federal department of agency;

(b) 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;

(c) 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 paragraph (1)(b) of this certification; and

(d) 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; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

The applicant certifies that it will or will continue to provide a drug-free workplace by:

A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition:

B. Establishing an on-going drug-free awareness program to inform employees about—

(a) The dangers of drug abuse in the workplace;

(b) The grantee's policy of maintaining a drug-free workplace;

(c) Any available drug counseling, rehabilitation, and employee assistance programs; and

(d) The penalties that may be imposed upon employees for drug abuse violation occurring in the workplace;

C. Notifying the employee in the statement that the employee will:

(a) Abide by the terms of the statement; and

(b) Notify the employer in writing of his or her conviction of a criminal drug statute occurring in the workplace no later than five calendar days after such convictions;

The subgrantee shall notify the Crime Commission in writing of any conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

The subgrantee certifies that it will take one or more of the following actions within 30 calendar days of receiving notice of the conviction:

A. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

B. Requiring such employee to participate satisfactorily in a drug abuse assistance of rehabilitation program approved for such purpose by a Federal, State or local health, law enforcement, or other appropriate agency;

The subgrantee certifies that it will make a good faith effort to continue to maintain a drug-free workplace.

Organization Name and Address:

Tom Richards, Chairperson
Typed Name and Title of Authorized Representative

Tom Richards 4/12/11
Signature Date

Sarpy County Board of Commissioners

1210 GOLDEN GATE DRIVE
PAPILLION, NE 68046-2895
593-4155

www.sarpy.com

ADMINISTRATOR Mark Wayne

DEPUTY ADMINISTRATOR Scott Bovick

FISCAL ADMIN./PURCHASING AGT. Brian Hanson



COMMISSIONERS

Rusty Hike District 1
Jim Thompson District 2
Tom Richards District 3
Jim Nekuda District 4
Jim Warren District 5

April 12, 2011

Nebraska Crime Commission
301 Centennial Mall
PO Box 94946
Lincoln, NE. 68506

Dear Nebraska Crime Commission,

On behalf of the Sarpy County Board of Commissioners please accept this letter of support for the Sarpy County Victim/Witness unit. The information and services the Victim/Witness unit provides through the Victims of Crime Act (VOCA) Grant are invaluable to the residents of Sarpy County. Through this grant they are able to give victims the assistance they require that otherwise would not be available. The staff in the Victim/Witness Unit work with all the local law enforcement agencies and many local service organizations within the County to assist victims in getting the assistance they need.

We highly recommend the continuation of the VOCA Grant for the Sarpy County Victim/Witness Unit. Thank you for your consideration and past support.

Sincerely,

Tom Richards

Chairman

Sarpy County Board of Commissioners

Sarpy County Board of Commissioners

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COMMISSIONERS

Rusty Hike District 1
Jim Thompson District 2
Tom Richards District 3
Jim Nekuda District 4
Jim Warren District 5

MEMO

To: Sarpy County Board

From: Lisa A. Haire

Re: 2011 Victims of Crime Act (VOCA) Grant Application

On April 12, 2011, the County Board will be asked to authorize the Chairman to sign 2011 VOCA grant application, certifications, assurances, and letter of support. This is a continuation grant that will allow the Sarpy County Victim Witness Unit to continue providing services to victims of crime in Sarpy County.

The project period is July 1, 2011 to June 30, 2012. The grant application will request \$127,382 for personnel. \$ 96,512 will fund partial salaries of four (4) crime victim advocates and \$30,870 will fund the benefits for those advocates. Although the last VOCA grant also requested \$127,382, the County was actually awarded \$124,149. It is possible the Crime Commission may take similar action with this grant and reduce the award amount.

The County is required to provide a 20% match of the total program cost. The match amount is \$31,846 which will be the remaining portion of two (2) of the advocates' salaries.

The grant is due April 28, 2011. Do not hesitate to contact me if you have comments or questions.

April 8, 2011

Lisa A. Haire

593-1565

lhaire@sarpy.com

cc: Mark Wayne
Brian Hanson
Scott Bovick
Jean Brazda