

COLO CONNECTIONS

Colorado Department of Public Safety
Division of Criminal Justice

New Chairperson Installed To Head The VAWA Advisory Board

Marti Kovener, Chair of the VAWA Advisory Board since its inception, resigned from the Board effective 7/1/02 as she moved on to accept a fabulous consulting position with the U.S. Department of Justice, Office of Justice Programs. **THANK YOU MARTI FOR AN OUTSTANDING JOB!** Board Vice-Chair Jill McFadden was installed as Board Chair at the annual planning meeting on June 14, 2002. **WELCOME JILL!** Board members

and DCJ staff took a moment to commemorate the occasion at the meeting. Pictured below are:
Top row, left to right — DCJ staff Betsy Anderson, Board member Diane Moore, Board Chair Jill McFadden, DCJ staff Linda Jones, Former Board Chair Marti Kovener, DCJ staff Karen Dechant and Carol Poole; Bottom Row, left to right — Board members Jennifer Mirczak, Steve Siegel, Kathy Sasak, Deena Hahn, and Barbara Morris.



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Colorado
Office for
Victims
Programs



VOCA Funds Cap Update

By Rob Gallup

The last issue of *Connections* reported that the President's budget had proposed a \$575 million cap on VOCA spending next year (10/1/02–9/30/03). Since that time, the Senate Appropriations Committee has met and cut that amount to \$566.5 million.

By the time you read this, the House Appropriations Committee will have passed their proposed VOCA cap. If these amounts differ,

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Keeping Up With Linda Jones

And Where *Did* The Summer Go?

Life in the *Office for Victims Programs* moved along at its usual rapid pace. During the last three months, Rob Gallup and Tony Tilger of the VOCA Assistance staff, and Betsy Anderson of the VAWA program have been traveling around the state doing on-site grant monitoring visits with agencies, one of DCJ's responsibilities for the \$7 million dollars a year Colorado receives for these two federal programs. In fact, in this issue, our recently introduced question-and-answer column, *Stump the Grant Geek* (a.k.a. Tony Tilger) discusses monitoring visits and how to prepare for them. As for Tony, well, he's not *Dear Abby*, but he does know his way around a site visit! And Betsy has highlighted one of several exemplary programs we have seen this summer, the 11th Judicial District Attorney's Domestic Violence Fast Track and Monitoring Project, in her article on page 6.

Managing five federal and state grant programs is a big part of what we do in this office, and grant-related activities are in full swing right now. Announcements of the availability of funding for the VAWA, Sexual Assault Prevention, State VALE and federal Victim Compensation programs were distributed during the summer, and application deadlines are pending or have recently passed. Meanwhile, VOCA Assistance is gearing up for re-contracting with VOCA subgrantees for the second year of the two-year grant cycle. Three DCJ advisory boards, the *Victims' Compensation and Assistance Coordinating Committee*, the *VAWA Advisory Board*, and the *State VALE Advisory Board* will make funding recommendations for these grants during the fall and early winter.

Although federal funding tends to fluctuate from year to year, we are a little worried about the possibility that VOCA Assistance funding will be

reduced by an estimated 10–17% in federal fiscal year 2003 if the cap on VOCA appropriations is not raised. Fortunately, there will be some lag time before the cut would appreciably affect the level of VOCA funding in 2004 and 2005. VOCA funding accounts for more than 20% of the public funding available for victims' assistance programs in the state. As this newsletter goes to press, Rob Gallup has provided the most recent information available about Congressional activity (or inactivity) on the cap in his article on page 1. On the plus side, we are potentially welcoming an increase in federal victim compensation funds of \$1.5 million dollars in federal fiscal year 2003. And of course, all this could change — isn't that the way it is?

Another important role of the *Office for Victims Programs* is to provide oversight and technical assistance for local VALE and Crime Victim Compensation programs in the 22 judicial districts. DCJ staff Rebecca Oakes (VALE) and Peggy Gordon (Compensation), both new to these positions, albeit not new to DCJ, are beginning to review programs for compliance with statewide standards, and working with districts to meet the standards if there are areas in need of technical assistance. The standards themselves are a product of a collaborative development process that included each judicial district, and are approved (and sanctions set) by the *Coordinating Committee* according to state statute. As a result, Colorado's decentralized service delivery model continues to operate in an efficient and effective way for crime victims, tempered only by the standardization of certain programmatic elements.

During the past year or so, the operation of local VALE and Crime Victim Compensation programs, and the oversight provided by DCJ, came under the

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Checklist For Referrals To DCJ Re: Victim Rights Act (VRA) Violations

DCJ has a responsibility to respond to alleged violations of the VRA that cannot be resolved at the local level. In an effort to clarify which victims should be referred to DCJ, we are providing the following checklist to victim service providers to allow a quick assessment for a proper referral.

If you answer YES to the following four questions, the victim's concerns may fall within the purview of the VRA. If you answer NO to any of the questions, the Victim Rights Act will not apply to the victim's situation. If you are not sure, feel free to call and discuss with the VRA Specialist at 303-239-4497 before referring the victim to DCJ. You may also request a more thorough training packet from DCJ.

1. HAS THE CRIME BEEN REPORTED TO LAW ENFORCEMENT?
2. IS THE INDIVIDUAL A VICTIM OF A CRIME COVERED BY THE VRA? (See section 24-4.1-302(1) C.R.S. for complete legal reference.) Crimes covered by the VRA include:

1st and 2nd degree murder; manslaughter; criminally negligent homicide; vehicular homicide; 1st, 2nd, and 3rd degree assault; vehicular assault; menacing; 1st and 2nd degree kidnapping; sexual assault (section 18-3-402 C.R.S.); 1st, 2nd, and 3rd degree sexual assault; unlawful sexual contact; sexual assault on a child; sexual assault on a child by one in a position of trust; sexual assault on a client by a psychotherapist; robbery; aggravated robbery; aggravated robbery of controlled substances; incest; aggravated incest; child abuse; sexual exploitation of children; crimes against at-risk adults or at-risk juveniles; any crime with an under-lying factual basis found by the court to include domestic violence; stalking; ethnic intimidation; careless driving resulting in death; failure to stop at the scene of an accident that results in the death of another person; retaliation against a witness or victim; tampering with a witness or victim; AND any criminal attempt, conspiracy, solicitation, and/or accessory to any of the crimes listed above.

REMINDER: Municipal crimes are not covered by the Victim Rights Act — even domestic violence that is charged as a municipal violation!

3. IS THE COMPLAINT AGAINST AN AGENCY THAT HAS STATUTORY RESPONSIBILITIES UNDER THE VRA?

Agencies with statutory responsibilities include:

Law enforcement agencies (police, marshals, and sheriffs); District Attorney Offices; Judges and Magistrates; Probation and Parole Departments; the Attorney General's Office; and Corrections Agencies (local jails, Department of Corrections, Department of Youth Corrections, Community Corrections provider).

4. IS THE VICTIM ALLEGING NON-COMPLIANCE WITH ANY OF THE RIGHTS COVERED BY STATUTE?

(See below for a brief list; please see section 24-4.1-302.5 C.R.S. for complete legal reference.)

The following list is a *sample* of the ten most common victim complaints that ARE within the purview of the VRA.

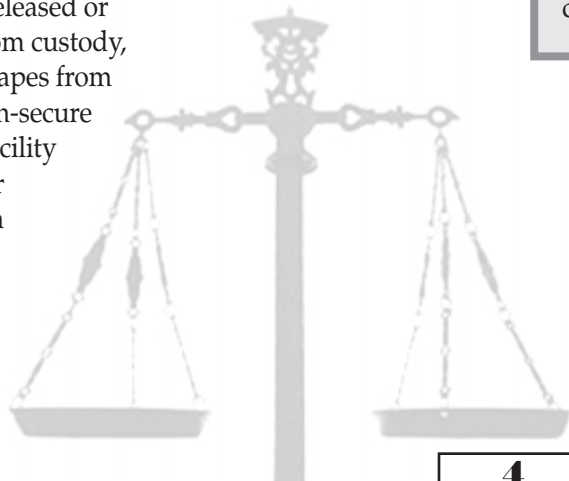
- a. Not being treated with fairness, respect and dignity...
- b. Not receiving information of any of the "critical stages" {as defined by 24-4.1-301(2)(a) through (q) C.R.S.} of a criminal proceeding relating to a person accused of a crime against the victim.
- c. Not being afforded the right to be heard at any court proceeding which involves a bond reduction or modification, the acceptance of a negotiated plea agreement, or the sentencing or modification of sentence of any person accused or convicted of a crime against the victim.
- d. Not being informed about what steps can be taken by a victim or a witness in case there is any intimidation or harassment by a person accused or convicted of a crime against the victim, or any other person acting on behalf of the accused or convicted person.

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Checklist For Referrals To DCJ

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- e. Not being afforded the right to consult with the prosecution after any crime against the victim has been charged, prior to any disposition of the case, or prior to any trial of the case, and/or not being informed of the final disposition of the case.
- f. Not being informed of the availability of financial assistance and community services for victims, the immediate families of victims, and witnesses...such as crisis intervention services, victim compensation funds, victims assistance resources, rehabilitative services, and financial assistance services, and/or not being informed about the application process for such services.
- g. Not receiving the proper information in writing by a law enforcement agency, specifically (a) a statement of the victim's rights as enumerated in the statute, and (b) the availability of public records related to the case.
- h. Not being afforded the right to be present at the sentencing hearing... for cases involving class 1 felonies, of any person convicted of a crime against the victim, and not receiving the right to inform the district attorney or the court, in writing, by a victim impact statement, or in person by an oral statement, of the harm that the victim has sustained as a result of the crime.
- i. Not being informed by the district attorney's office, if practicable, of any pending motion that may substantially delay the prosecution, and not having the district attorney convey the victim's position on the motion to the Court.
- j. Not being informed, upon request by the victim, when a person who is accused or convicted of a crime against the victim is released or discharged from custody, is paroled, escapes from a secure or non-secure correctional facility or program, or absconds from probation or parole.



IMPORTANT NOTICE OF COMMON COMPLAINTS THAT ARE NOT COVERED BY THE VRA:

The decision of a law enforcement agency to initiate (or terminate) an investigation of an alleged crime, the manner in which they do so, the decision to arrest (or not to arrest) someone, to issue a summons and complaint, and/or refer the case to the District Attorney's Office are decisions that are NOT covered under the VRA.

The decision of a District Attorney to file (or decline to file) charges against an individual, and what charges are appropriate to file are NOT covered under the VRA; the decision of a District Attorney regarding what (if any) plea agreement is appropriate to offer to a defendant is NOT covered under the VRA (though the DA must consult with the victim prior to the offer); the decision of a District Attorney to dismiss charges is NOT covered under the VRA; allegations of police misconduct are not covered by the VRA (however, if an individual is a victim of a crime enumerated in the VRA, and feels that a law enforcement official denied them their right to be treated with fairness, respect, and dignity, that issue *would* be within the purview of the VRA). Call the VRA Specialist at 303-239-4497 if you have questions.

Municipal crimes are not covered under the VRA.

The decision of a Correctional Agency to move an offender to a less-secure facility is not covered under the VRA.

Sequestration orders excluding a victim from the courtroom during testimony is not within the purview of the VRA.

Denial of Victim Compensation claims is not covered under the VRA.

For a copy of the complete Victim Rights Act, please see the *Office for Victims Programs* website: <http://dcj.state.co.us/ovp/> Click on "Your Victim Rights" and look for the pdf version of *The State of Colorado's Victim Rights Act – Title 24 – Article 4.1, Part III.*

\$87,544 In VOCA Training Awards Announced

AGENCY	PROJECT DESCRIPTION	2002 AWARD
Colorado CASA	To support 7th Annual Colorado CASA Training Conference: <i>The Cloud of Abuse/The Light of Hope: Strengthening Advocacy for Abused Children</i> , Nov. 2, 2002 at the Tivoli Center, Auraria Campus, Denver.	\$6,250
Colorado Children's Alliance	To support a two-day statewide conference featuring Dr. Anna Salter. Dr. Salter's presentation will focus on understanding, investigating and prosecuting cases involving allegations of incest.	\$10,860
Colorado Coalition Against Domestic Violence	To support a statewide training addressing: Leadership Training for Women of Color, Cultural Competency and Violence Against the Disabled.	\$15,900
Colorado Coalition Against Sexual Assault	To support the first statewide conference on sexual violence prevention, intervention and legal advocacy in the Spring of 2003.	\$17,500
Colorado Forum on Community and Restorative Justice	To support victim service providers and victims attendance at the annual fall conference.	\$5,000
Colorado Anti-Violence Program	To support the bias-crime training initiative to expand the understanding of and response to hate crimes in Colorado.	\$4,000
Colorado Organization for Victim Assistance (COVA)	To support the Colorado Victim Assistance Academy, scholarships for rural law enforcement personnel to attend Domestic Violence training, and for ASL interpreters to provide services for deaf and hard-of-hearing victim services personnel to attend the Colorado Victim Assistance Academy and the 2002 COVA Conference.	\$13,750
State Court Administrator's Office	Provide training to Probation staff, Judges, Magistrates, and Court Clerks on victim issues, such as the impact crime has on victims, sensitivity toward victims in the judicial process, victim rights compliance, and understanding domestic violence and sexual assault victims' needs.	\$5,844

VOCA Funds

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then a conference committee made up of representatives from the House and Senate will meet to decide on the final budgeted amount. Last year the conference committee cut the cap to \$550 million after the House had passed \$575 million and the Senate had passed \$576 million.

Therefore, educating members of the conference committee about the VOCA cap and what effect cuts of 14% to 19% would have on critical crime victim services in your community is important. Even if these cuts occur, the education

you do now may assist in raising the cap next year and increasing the amount of funds that come to Colorado.

Please remember the potential cuts we are concerned about for the upcoming federal fiscal year (10/1/02-9/30/03) will not have an impact on allocations to currently funded Colorado VOCA projects for the calendar year 2003. Next year's VOCA allocations come from last year's federal budget. Unless there are substantial problems in an agency's performance, current subgrantees can expect, at a minimum, the same amount they received in 2002.

The new cap will have an impact as we plan for Colorado VOCA funding in 2004 and 2005. Our ability to increase current subgrantees' awards and to fund much needed new components and projects will be jeopardized unless the cap is raised by Congress. The best way to communicate with your Congressman is to go to http://www.state.co.us/gov_dir/COREps.html.

The easiest way to track the appropriations bill and ascertain who is on the conference committee is to go to <http://thomas.loc.gov>. For further information, please call Rob Gallup at (303) 239-4529 or toll free at 1-888-282-1080.

VAWA SPOTLIGHT...

On The 11th Judicial District Attorney's Office — Domestic Violence Fast Track And Monitoring Project

By Betsy Anderson

I recently conducted a site visit at this office, and it occurred to me that many of you might find it of great interest to read about some of the very impressive VAWA-funded projects operating around the state. This exciting, effective, collaborative prosecution project is an example of the type of project which carries out one of the fundamental purposes for the use of VAWA formula grant funds.

A few years ago, the District Attorney Ed Rodgers and the Project Director Barb Topliss identified some particular needs concerning the issue of domestic violence in this community. The 11th Judicial District, consisting of Fremont, Custer, Chaffee, and Park counties, had experienced a 24% increase in domestic violence case filings from 1997 to 1999. Of additional concern was the perception that a significant number of domestic violence perpetrators were not completing domestic violence treatment in a timely manner, and were abusing substances while on probation and not being held accountable on a consistent basis. The District Attorney's Office developed a proposal for establishing a collaborative project which would rapidly get offenders to advisement, bond hearings, pleading, and sentencing; would allow for expedited victim input, victim notification, victim services, and victim relief; would enhance offender accountability in completing treatment in a timely manner; and would address concerns about re-offenses and non-compliance by offenders, including substance abuse.

Enlisting the cooperation and involvement of law enforcement, victim advocates, social services, treatment agencies, and probation, the district attorney's office set a goal of reducing the incidence of domestic violence in the community by 10% per year over a 4 year period. A major effort was undertaken to employ standardized and uniform law enforcement reports and documents; to establish a system of consistent, rapid appearance in court by domestic violence suspects; and to expedite services to victims including referral and information sessions as well as innovative pre-arraignment victim education groups. Consensus among prosecutors, judges, probation officers, victim advocates, and treatment providers has resulted in the requirement that victims attend six hours of domestic violence education before they can request that the

prosecutor consider filing a motion to have a restraining order cancelled. The domestic violence advocates at the District Attorney's Office interview victims to conduct lethality risk assessments, and to provide victims with information and advocacy concerning the court experience. The domestic violence advocate serves as the liaison with law enforcement, probation, prosecution, the judiciary, and treatment agencies to facilitate communication about victim safety issues and the system's monitoring of compliance by convicted offenders with terms of probation. Revocation filings are facilitated by this process, and consequences to offenders are more immediate and consistent. Substance abuse probation violations are closely monitored and progressive sanctions are employed on a timely basis because substance abuse is often an underlying problem. Probation revocation filings are mandatory for substance abuse violations as well as for failing to enroll in and regularly attend treatment. The recently established community-based Repeat Offender Review Committee further enhances the standard of accountability to which offenders are held, and sends a consistent message discouraging recidivism. The Repeat Offender Review Committee includes the prosecuting attorneys, the District Attorney, probation officers, school district representatives, mental health workers, the Department of Human Services, and the domestic violence and substance abuse treatment providers. The repeat offender committee staffs re-offenders for the purpose of making recommendations concerning appropriate plea agreements.

Through the efforts of this project, this community has drawn together to send the firm message that domestic violence will not be tolerated, and consequences for perpetrators will be swift and consistent. As a result, the community experienced a reported 12% reduction in domestic violence incidents during the first year of this project as measured by numbers of case filings.

Not only has this collaborative, systems-changing project demonstrated a meaningful, measurable impact on domestic violence in its community, but Barb's grant files, reports, and financial tracking documentation appear to be in great shape as well! Congratulations Barb Topliss and the 11th Judicial District Attorney's office!

Annual VAWA/SAPF Grantwriting Workshops Concluded On August 30th



From left: Julie Olsen of Glenwood Springs, Peggy Becker and Melodie Heaton of Dolores County, and Denise Clark of Telluride participated in the Montrose VAWA/SAPF grant writing workshop conducted on August 15 by Betsy Anderson, VAWA/SAPF Program Administrator.

Governor Appoints Two New Coordinating Committee Members

On June 26, 2002, Governor Owens appointed Sheriff Fred Wegener of Park County and Chief Ron Burns of Lakewood to the vacant County Sheriff and Police Chief slots on the *Victims' Compensation and Assistance Coordinating Committee*. The *Coordinating Committee* reviews applications and makes funding recommendations for Victims of Crime Act (VOCA) assistance funds, approves standards for the administration of crime victim compensation funds and the local victims assistance and law enforcement (VALE) funds in the 22 judicial districts, and resolves any alleged non-compliance with the Victims Rights Act (VRA).

National Training Conference Comes To Denver!

By Peggy Gordon

Colorado's victim compensation administrators, board members, financial and legal staff have a unique opportunity. Each year the nation's crime victim compensation programs gather for five days of discussion and training. This year's training conference is being held in Denver from October 5th thru October 9th, 2002, at the Denver City Center Marriott. The conference is being sponsored by the National Association of Crime Victim Compensation Boards and the Office for Victim of Crime, U.S. Department of Justice.

It has been more than ten years since the National Conference came to Colorado. Thanks to the financial support of the federal Office for Victims of Crime, no registration fee is required. However, you are required to register for the conference and you can do so by calling the National Association at (703) 313-9500. If you need a hotel

room you can contact the Denver City Center Marriott by calling (303) 297-1300 or 1-800-444-2206. Ask for the "Association-Crime Victims" rate of \$109.

Colorado participants can expect provocative discussions on major compensation themes, focused small-group discussions on specific job-related issues, and outstanding opportunities to network not only with your Colorado colleagues but also with compensation staff from Alaska, Guam, Sweden and Canada. The National Training Conference attracts victim compensation staff from all 50 states. Don't pass up this exciting opportunity!

The content of the conference should suit almost all the participants. Colorado compensation coordinators met in late July with the National Compensation Association Board and Executive Director, Dan Eddy, to help finalize the

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National Training Conference...

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conference agenda. Amy Greer, Peggy Gordon, Florence Hunt, Joan Marchesano, Jude Seaman and Linda Ferry provided input on the conference agenda, and also great ideas for our out-of-state guests to enjoy the Denver metro area. A trip to Rocky Mountain National Park is also in the works.

The tentative agenda includes a wide variety of topics. Some of the topics that will be covered include: automation-the paperless office; new perspectives in mental health treatment; international compensation programs; revenue recovery; sexual assault and domestic violence claims; Indian health services and other federal benefit programs;

contribution; strategic planning; and a general session titled "Compensation as a Victim Service: Vision and Reality." I can guarantee that if you work in the compensation arena you will find this conference to be one of the best.

This conference marks the 25th anniversary of National Association of Crime Victim Compensation Boards. Formed in 1977 as a way to exchange ideas and information, the Association has grown in size and strength. Anyone who has worked with Dan Eddy, the Executive Director of the Association, knows that his dedication and commitment to compensation issues has made the Association what it is today. Dan is our "voice" in Washington; he is a link to programs around the country. Please plan to attend this outstanding event. If you need more information please contact me at 303-239-4494.

Office For Victims Programs Staff Member Spotlight: Heidi Pomfret, Victim Rights Act Specialist



*Heidi Pomfret
Victim Rights Act Specialist*

The Office for Victims Programs (OVP) is proud to introduce our newest staff member, Heidi Pomfret. Heidi is filling the Victim Rights Act Specialist position (previously held by Rebecca Oakes) as a temporary employee while OVP completes the hiring process for a full time VRA specialist. Previously, Heidi was employed as a Victim Advocate for the Boulder County District Attorney's Office. Additionally, she held the Volunteer Coordinator/Crisis Counselor position at MESA (formerly named the Boulder County Rape Crisis Team) and worked part-time at the Office of Victims' Assistance at the University of Colorado. Fortuitous timing brought Heidi to OVP. For the past two years she has been at C.U. taking prerequisite courses in order to apply to medical school. Having finished this course work, she was looking for temporary employment while waiting (hopefully) to get into

an M.D. program for the Fall of 2003. A friend from the Jefferson County D.A.'s Office sent the posting of this opening her way. With her previous experience, she has been able to "hit the ground running" and help maintain some continuity for the position. Meanwhile, the position has provided her with the opportunity to work in an area close to her heart rather than at Home Depot or McDonald's!

Outside of work and school, Heidi is an avid Ultimate Frisbee player. Last summer she competed on the U.S. National Team at the World Games in Akita, Japan. Currently, she coaches the University of Colorado Women's Club Ultimate Team and plays for a nationally ranked Boulder/Denver Women's Club Team, Rare Air. She lives with her husband, a world champion ultimate player, and their dog and cat in Longmont. The two of them are remodeling their first home, an old 1923 farmhouse.

Where Did The Summer Go...

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scrutiny of the State Auditor's Office during a routine audit. The Auditor's Office and the Legislative Audit Committee identified three areas in which they are proposing that changes be made to the standards governing local VALE and Crime Victim Compensation programs. The *Standards Subcommittee* of the *Coordinating Committee* will be initiating the formal standards' revision process in 2003 in response to the audit findings. Stay tuned, and if you would like more information, please give us a call.

Last, but definitely not least, the *Office for Victims Programs* is responding to a record number of calls from crime victims requesting assistance. These are the only direct services provided by the office, and handling these calls may be the most difficult thing we do, as well as the most satisfying. Interacting with victims reminds us of the reason we work in this field, and increases our already vast respect for those of you who directly assist

crime victims every day. Many of the calls are generated, we think, by the perception that, under the *Victim Rights Act (VRA)*, DCJ can assist a wide range of victims who feel they have been unfairly treated. In fact, although the *VRA* provides many valuable protections for certain crime victims, it is narrow in its application, covering only specific reported crimes and circumstances.

Many of you who have statutory responsibilities under the *Act* know the law inside out; others may have fewer occasions to assess a possible violation of the *Act*. So, in this issue, we're publishing a two-page referral checklist to assist individuals in making effective referrals to DCJ. Feel free to rip it out and put it on your bulletin board if it is useful. If you're not sure about a referral, we are **always** available and happy to discuss a particular victim's situation with you before a direct referral is made. For further information, you can request additional written technical assistance materials that we have available, and we've recently added the complete *Victim Rights Act* statute to our website. We look forward to hearing from you.

By the Numbers



By Karen Dechant

Q: While completing my 1-A [Financial Quarterly Report] I discovered an error in the prior quarter's report. Do I need to correct it?

A. Yes! If you've made a math error or reported expenditures in an incorrect budget line, you've probably heard from Diana or me. If we have not contacted you, please call to discuss the error. Simple corrections can be made over the phone.

If we determine that an amended report needs to be submitted, complete a new DCJ Form 1-A, write "AMENDED" at the top, and send in two copies, one with original signatures of the Project Director and Financial Officer.

When DCJ visits your agency, we'll look at your financial records (ledgers and subledgers) to ensure that the figures match those reported on the 1-A.

* Remember to use the "Amended" figures when transferring the totals from Column C (total expenditures to date) to Column A of the next quarter's report.

The DCJ Form 1-A is available in Excel. To obtain the 1-A as an email attachment, please send your request to:

Karen.Dechant@cdps.state.co.us or

Diana.Gutierrez@cdps.state.co.us.

We can be reached Monday through Friday at the following numbers:

Diana Gutierrez (VOCA Assistance):
303-239-4650

Karen Dechant
(VAWA, SAPF, VALE, Victim Comp):
303-239-4662

Stump the Grant Geek...

By Tony Tilger

Dear Grant Geek:

I recently received a call and follow-up letter that you will be conducting a monitoring visit at our agency. I always turn in my quarterly reports on time. I only seem to make minor mistakes on my financial reports that are easily correctable. I know how to calculate match. Why is the Office for Victims Programs picking on me? Should I be concerned?

Anxious in Colorado

Dear Anxious in Colorado:

VOCA and VAWA subgrantees are required to have a monitoring visit at least once every three to four years. Recently, the VOCA program went to a two year funding cycle, in large part, to facilitate more monitoring visits in the "off" funding year. Approximately 50 programs will be visited before the end of 2002 by VOCA and VAWA staff.

A new method of monitoring has made the process relatively painless for programs that are following the requirements outlined in DCJ's Administrative Guide for Federal Justice Grant Programs. A typical monitoring "cycle" will start with a call and follow-up letter from the Office for Victims Programs (OVP) confirming a date and time for a monitoring visit. Once a date is reserved, the subgrantee will receive a packet with questions concerning the financial and programmatic administration of the program. The subgrantee is then asked to answer the financial questions and produce supporting documentation several weeks prior to the monitoring visit. The financial information is reviewed by OVP. In most cases, if there are any

questions or issues, they are resolved prior to the on-site review.

The second step of the process is the actual on-site monitoring, which focuses mainly on program operations. All of the questions that will be asked at the monitoring visit are sent to the subgrantee in the first packet, so there are several weeks to prepare and collect the required information. OVP's intention is that there are no surprises at the on-site visit. After the monitoring visit, a summary report is sent to the subgrantee. If there are minor program deficiencies, a timeline for corrections is established to make sure the subgrantee quickly comes into compliance. Larger problems are, of course, dealt with immediately.

It has been the experience of OVP staff that subgrantees really appreciate the new process. If the subgrantee is organized and has all of the documentation required in the Administrative Guide, monitoring visits have been going very quickly. Several programs have had only minor items to be corrected.

So, if you get a call or a letter from OVP stating we are coming to visit, relax, remain calm, and don't panic. You are not alone, and OVP is not "picking on you". Every program will be visited over the next few years. Read your Administrative Guide, and you will know all of the documents OVP staff will be asking for at the monitoring visit. You will find it much easier to collect all of the documentation into a VOCA/VAWA file starting at the beginning of the funding cycle. Most importantly, if you have questions, ask!

The Grant Geek

We hope you are enjoying these two new columns dedicated to your grant questions. Karen Dechant addresses your financial questions in "By the Numbers" and Tony Tilger pits his brainpower against your programmatic questions in "Stump the Grant Geek!" Please submit questions to:

OVP Newsletter
Division of Criminal Justice
700 Kipling St., Ste. 1000
Denver, CO 80215
Or e-mail them to Linda.Jones@cdps.state.co.us.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5 <i>(October 5-9)</i> The National Association of Crime Victim Compensation Boards National Training Conference (Denver)
6 <i>(October 5-9)</i> The National Association of Crime Victim Compensation Boards National Training Conference (Denver)	7	8	9	10	11	12
13	14 Columbus Day <i>(State Offices Closed)</i>	15	16	17	18 VRA Subcommittee Meeting (Golden)	19
20	21	22	23	24	25 Victim Compensation Coordinators Quarterly Meeting (Montrose)	26
27 <i>Daylight Savings Time Ends</i>	28	29	30	31 1st Qtr. State VALE Report Due 2nd Qtr. VAWA/SAPF Reports Due 3rd Qtr. VOCA Report Due 4th Qtr./Final Victims Compensation Report Due		
					1	2
3	4 <i>(November 4-8)</i> SAPAC Application Review Process	5 Election Day	6	7 <i>(November 7 & 8)</i> State VALE Board Application Review Meeting	8	9 <i>(November 9-13)</i> 14th Annual COVA Conference (Keystone, CO) <i>For more information, visit www.colorg.com</i>
10 <i>(November 9-13)</i> 14th Annual COVA Conference (Keystone, CO) <i>For more information, visit www.colorg.com</i>	11 Veterans' Day <i>(State Offices Closed)</i>	12	13	14 <i>(November 14 & 15)</i> Notification of State VALE Application Denials	15 VRA Subcommittee Meeting (Golden)	16
17	18	19	20	21	22	23
24	25	26	27	28 Thanksgiving Day <i>(State Offices Closed)</i>	29	30 Hanukkah
1	2	3 State VALE Board Meeting (Request for Reconsideration of Denials)	4	5	6	7
8	9 <i>(December 9 & 10)</i> VAWA Advisory Board Applications Review Meeting	10	11 <i>(December 11 & 12)</i> Notification of VAWA Applications Denial	12	13	14
15	16	17	18	19	20 VRA Subcommittee Meeting (Golden)	21 Winter Begins
22	23	24	25 Christmas Day <i>(State Offices Closed)</i>	26	27	28
29	30	31				

STATE CONFERENCES AND TRAINING

October 21-23: National Training Conference for VOCA Assistance Administrators — Atlanta, GA. *(This will not be a joint conference with crime victim compensation programs.) For more information, call 1-404-231-1234.*

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