

Executive Officer Report
California Victim Compensation and Government Claims Board
Proposal to Approve Trauma Recovery Center Grant Awards

December 12, 2013

Background

On July 1, 2013, Government Code section 13963.1 became law stipulating that the Victim Compensation and Government Claims Board (Board) administer a program to evaluate applications and award grants to trauma recovery centers (TRC) in California. The TRCs shall provide services to underserved victims of crime. Upon appropriation by the Legislature, the Board shall award grants totaling up to two million dollars (\$2,000,000) per year. The Board may award a grant providing funding for up to a maximum period of three years. The Board may award consecutive grants to a trauma recovery center to prevent a lapse in funding. The Board shall not award a trauma recovery center more than one grant for any period of time. All grants shall be funded only from the Restitution Fund. Any portion of a grant that a trauma recovery center does not use within the specified grant period shall revert to the Restitution Fund.

Action Requested

Based on the results of the scoring process, it is requested that the Board approve the following three Trauma Recovery Center grant awards:

1. Special Service for Groups \$611,392.07
2. California State University at Long Beach \$534,579.35
3. University of California at San Francisco Trauma Recovery Center \$854,028.57

Summary of Application Process

- The Notice of Funds Available (NOFA) was placed on the Board's website on August 19, 2013.
- The grant application period began August 19, 2013 and ended October 17, 2013.
- Staff developed the Scoring Criteria for TRC Grant Applications consistent with the Legislative intent.
- The Board received 22 applications for this competitive grant program.
- All applications were reviewed and scored according to the attached Scoring Criteria for TRC Grant Applications.
- Upon completion of the scoring process, the three highest scoring applicants are recommended to receive a grant. The recommended amounts are based on their funding requests and funds available.

Description of Applicants Recommended for Award

Applicant	Proposed Fund Award
<p>Special Service for Groups (SSG)</p> <p>SSG is an established, multi-faceted community based organization (CBO) serving south Los Angeles (Compton, Lynwood, Paramount, Crenshaw, Jefferson Park, Watts and Willowbrook). The SSG TRC will provide improved access to mental health services for underserved crime victims through Homeless Outreach Program Integrated Care System (HOPICS). A partnership with the existing SSG South Los Angeles Drop-in Center, the local primary care medical clinic (To Help Everyone Clinic), local domestic violence shelters and the District Attorney's Victim Assistance Center will provide enhanced services and strong outreach.</p>	<p>\$611,392.07 for 2.2 years</p>
<p>California State University at Long Beach (CSULB)</p> <p>The Long Beach TRC offers a strong partnership between the CSULB Community Clinic and Dignity Health St. Mary's Medical Center, a Level II Trauma Center. The Trauma Center is located in southwest Long Beach, the city's poorest and most violent area. The CSULB TRC will utilize advocates from local CBOs and mental health providers. The TRC will be a collaboration between the CSULB Community Clinic, St. Mary's Medical Center, the Interval House (a domestic violence service provider), Centro CHA (a Hispanic community-based organization), a Cambodian advocate from the CSULB Community Clinic, an LGBTQ advocate from The Center (a CBO), Long Beach Police Department, and the Los Angeles County District Attorney.</p>	<p>\$534,579.35 for 1 year</p>
<p>University of California at San Francisco Trauma Recovery Center (UCSF TRC)</p> <p>The UCSF TRC has a well-established history as a trauma recovery center. Created in 2001, the UCSF TRC provides trauma-focused mental health therapy and utilizes the latest research regarding trauma and PTSD symptoms. The UCSF TRC serves crime victims at the San Francisco General Hospital (SFGH) Emergency Department, a Level I Trauma Center. The UCSF TRC has an experienced multidisciplinary staff of clinicians, as well as coordinated clinical case management, ensuring that crime victims are encouraged to access mental health services and report crimes to law enforcement.</p>	<p>\$854,028.57 for 2.5 years</p>
<p>Total Award</p>	<p>\$2,000,000</p>

Other Applicants

The following applicants (listed in alphabetical order) are not recommended for funding.

Applicant	Office Location
1000 Mothers to Prevent Violence	Hayward
Alameda County Family Justice Center	Oakland
Alliant International University	San Diego
Avant-Garde Community Counseling and Family Ctr.	Corona
Catholic Charities of East Bay	Richmond
Cross Creek Counseling Agency	Citrus Heights
Downtown Women's Shelter	Los Angeles
Family Paths, Inc.	Oakland
Fathers and Families of San Joaquin	Stockton
Hathaway-Sycamores Child and Family Services	Pasadena
iCAN Crime Victims Assistance Network Foundation	Sacramento
Los Angeles Metropolitan Churches	Los Angeles
Saint Francis Medical Center	Lynwood
Santa Barbara County District Attorney's Office	Santa Barbara
Saving Innocence	Los Angeles
Single Parents of Power	Inglewood
Soledad Enrichment Action, Inc.	Los Angeles
University of California at Davis	Davis
Ventura County Health Care Agency	Ventura

Attachments:

Notice of Funds Available
Scoring Criteria for TRC Grant Applications

State of California

**NOTICE OF FUNDS AVAILABLE
CALIFORNIA TRAUMA RECOVERY CENTER GRANT**

Fiscal Year July 1, 2013 through June 30, 2014



STATE OF CALIFORNIA
California Victim Compensation and Government Claims Board

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Sacramento, CA 95811
Telephone: (916) 491-6469
FAX: (916) 491-6413 Website: www.vcgcb.ca.gov

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1. Introduction

On July 1, 2013, Government Code section 13963.1 became law stipulating that the Victim Compensation and Government Claims Board (Board) administer a program to evaluate applications and award grants to trauma recovery centers in California to provide services to victims of crime.

2. Background

The California Victim Compensation Program (CalVCP) within the Board provides compensation for victims of crime. CalVCP provides eligible victims with reimbursement for many crime-related expenses. CalVCP funding comes from restitution paid by criminal offenders through fines, orders, penalty assessments and federal matching funds.

3. Purpose of the Grant Program

This grant program will award funding for trauma recovery centers to provide services to victims of crime.

4. Key Application Dates

Notice of Funds Available Release Date: Monday, August 19, 2013
Final Date to Submit Questions: Tuesday, October 1, 2013 by 5:00 pm PT
Response to Questions Posted:* Friday, October 4, 2013
Final Application Submission Date: Thursday, October 17, 2013 by 2:00 pm PT
Estimated Grant Award Date: Thursday November 21, 2013

NOTE: Updated dates on 8/22/2013

*Responses to questions will be posted weekly with the final posting on Friday, October 4, 2013.

5. Eligible Applicants

An eligible applicant must meet the following criteria:

1. Serves as a community resource by providing services, including but not limited to, making presentations and providing training to law enforcement, community-based agencies, and other health care providers on the identification and effects of crime.
2. Provides the following resources, treatments, and recovery services to crime victims, which include those who are homeless and chronically mentally ill, as well as others who typically do not access traditional services:
 - a) Mental health services
 - b) Assertive community-based outreach and clinical case management

- c) Coordination of care among medical and mental health care providers, law enforcement agencies, crime victim service providers and other social service agencies
 - d) Services to family members and loved ones of homicide victims
 - e) A multidisciplinary staff of clinicians that includes licensed psychiatrists, psychologists and social workers
3. Engages in the following activities:
- Assists victims with applying for crime victim compensation
 - Collaborates with other community services, including, but not limited to, local crime victim service providers such as:
 - Rape crisis centers
 - Domestic violence shelters
 - County victim assistance centers
 - Facilitates cooperation of victims with law enforcement
 - Provides training to law enforcement, community-based agencies, and other health care providers on the effects of crime and treatment of trauma caused by crime

6. Available Funds

Upon appropriation by the Legislature, the Board shall award grants totaling up to two million dollars (\$2,000,000) per year.

7. Eligible Costs

Direct Costs:

- Salary and benefits for personnel providing direct treatment, including:
 - Activities such as mental health treatment, clinical supervision, social work, victim advocacy, and case management, and
 - Administrative salaries related to the support of direct treatment and other eligible activities.
- Other services provided to clients, such as transportation costs for clients. (including bus passes and taxi vouchers for treatment visits)
- Outreach activities as described in the Grant Review and Award Process section of this NOFA (section 13, page 7).
- Operating expenses related to direct services such as rent, utilities, postage, telephone, etc.
- In-state travel costs for staff to perform eligible activities. Travel will be paid according to PML2013-022, or the state policy in effect at the time the cost is incurred.

Indirect costs are limited to a maximum of five percent (5%) of the total grant award. If included in the proposed budget, a copy of the indirect cost allocation plan demonstrating how the indirect cost rate was established must be included with the application for funding. All costs included in the plan shall be supported by formal accounting records which substantiate the propriety of such charges.

8. Ineligible Costs

Ineligible costs include:

- Any expenses incurred before the grant agreement is executed
- Travel costs to attend conferences and training

The cost for services provided with grant funds must not be charged to or paid for by any other sources of reimbursement including private insurance, federal, state, local funds, and victim compensation funds.

9. Reporting Requirements

A trauma recovery center(s) awarded a grant shall provide quarterly progress reports and an annual report(s) to the Board that includes:

- Staffing allocation (i.e., number, classification, salary or wages, etc.)
- Staff productivity, including hours worked and services provided
- Client data. In compliance with federal statutes and rules governing federal matching funds for victims' services, the report shall include the following data, as well as any additional forms and data requested by the Board, to allow the Board to receive the 60 percent federal matching funds for eligible victim services and allowable expenses:
 - Units and types of service delivered, (i.e., mental health treatment, outreach, collaborative activities, etc.)
 - Number of clients served (counting an individual client who receives multiple services only once)
 - Type of crime by crime code for each client served
 - Demographic information for each client served
- Documentation of other sources of reimbursement for clients served
- Evaluation protocol to assess the effectiveness of the clinical intervention program across a spectrum of outcome domains, including decreased psychological symptoms, medical symptoms, disability and improved overall quality of life
- Patient flow throughout both the clinical and evaluation components of service
- Number of victims referred to local county victim assistance centers, domestic violence programs, sexual assault crisis centers and other victim services
- Partnership and/or collaboration activities with other agencies, including county victim assistance centers
- Evaluation of the clinical effectiveness of services

- Evaluation of the cost effectiveness of services
- Certification by person named as having signature authority that funds were expended in accordance with eligible costs

The trauma recovery center(s) will provide a Final Report to the Board at the end of the grant award period. If the grant award period is one year, the annual report will serve as the Final Report. If the grant award period is two or more years, the Final Report will be in addition to the annual reports required and serve as a summary of all services provided throughout the grant award period.

10. Application Instructions

The application packet must be in the form of a pdf file emailed to Grants@VCGCB.ca.gov

All pages in the application must be numbered without exception.

The pdf file must contain:

- Cover letter including the applicant name (name of the organization that is legally responsible for grant administration, if awarded) and complete contact information for a primary contact (person authorized to manage and oversee the grant), a secondary contact, the person with signature authority, and the total amount of funds requested. Cover letter should be no more than one (1) page in length.
- Program narrative describing how the applicant will accomplish the eligible activities; the time frame in which the eligible activities will be accomplished; and a description of the geographic area the applicant will serve (including information such as population demographics, economic indicators and crime rate). Program narrative should be no more than ten pages in length.
- Budget. Applicants should prepare a budget (Attachment 1) for each year for which they are proposing to expend funds. The maximum funding available in this grant cycle is two million dollars (\$2,000,000), which can be expended up to a period of three (3) years from July 1, 2013. Funds will be made available on a quarterly basis. The budget shall propose a quarterly payment schedule.
- Budget narrative. The budget narrative should describe each portion of the budget, including, but not limited to each position to be funded, types of operating expenses requested, other sources of funding allocated to this project, and proposed quarterly draw schedule. The budget narrative should be no more than two (2) pages in length.
- Letters of support, current memorandums of understanding and/or collaborative agreements from medical and mental health care providers, law enforcement agencies, county crime victim assistance centers as designated by California Penal Code 13835.2, sexual assault crisis centers, domestic violence programs, other crime victim service providers, and other social service agencies within the applicant's designated service area.

11. Application Due Dates

Applications must be submitted by email and must be received no later than 2:00 p.m. PT on Thursday, October 17, 2013. Applications must be emailed to

Grants@VCGCB.ca.gov

Any applications received after 2:00 p.m. PST, Thursday, October 17, 2013, will be rejected.

12. Questions

Applicants shall submit any questions regarding this NOFA via email to

Grants@vcgcb.ca.gov no later than 5:00 p.m. PST on Tuesday, October 1, 2013.

Responses to all inquiries will be posted on the Board website at

www.vcgcb.ca.gov/board/grants.aspx no later than 5:00 p.m. PST on Friday, October 4, 2013.

13. Grant Review and Award Process

Upon receipt, Board staff will review the application for completeness. In the event the application is incomplete, the Board will notify the applicant via email. In order to be considered the applicant must email a pdf file containing the missing item(s) within five (5) business days of the date of notification.

The Board reserves the right to reject any or all applications received in response to this NOFA.

The Board, when considering grant applications, shall give preference to a trauma recovery center that conducts outreach to, and serves, the following:

- a) Victims of crime who typically are unable to access traditional services, including, but not limited to victims who are:
 - homeless
 - chronically mentally ill
 - of diverse ethnicity
 - members of immigrant and refugee groups
 - disabled
 - having severe trauma-related symptoms or complex psychological issues
 - juvenile victims, including minors who have had contact with the juvenile dependency or the justice system

- b) Victims of a wide range of crimes, including, but not limited to:
 - sexual assault
 - human trafficking
 - domestic violence
 - physical assault
 - shooting

- stabbing
- vehicular assault
- family members and loved ones of homicide victims

c) Applicants whose services are located in an area where the rate of crime and geographic distribution serve the greatest number of victims

Complete applications will then be scored according to the following scale:

- Program narrative – Up to 70 points
- Budget – Up to 10 points
- Budget narrative – Up to 10 points
- Letters of support – Up to 10 points

Applicants must score a minimum of 70 points to be considered qualified to apply for funding.

For qualifying applications, Board staff will develop funding recommendations for the consideration and approval of the Board.

All applications awarded funding will be required to enter into a standardized Grant Agreement with the Board.

14. General Terms and Conditions

The Board reserves the right to retain all submitted applications and the applications shall become the property of the Board. Applications may be required to be disclosed under the Public Records Act at a later date.

The Board reserves the right to withdraw this NOFA at any time without prior notice. Further, the Board makes no representation that any funding will be awarded to any applicant responding to this NOFA.

Acceptance of an application does not constitute a grant award and does not obligate the Board to award funds. The Board reserves the right to partially fund selected applications. The applicant may request a specific dollar amount to be used for their trauma recovery center; however, the Board will make the final determination of the dollar amounts awarded.

15. Notice to Proceed

The Notice to Proceed is a formal notification from the Board that authorizes the grantee to begin the project and incur costs. It is issued after the Grantee and the Board have both signed the grant agreement. Applicants are not permitted to incur any grant-related costs prior to the issuance of the Notice to Proceed.

16. Process for Payment

Funds will be released on a quarterly basis upon receipt of the required invoices and reports as set forth in the Reporting Requirements section of this NOFA. The amount of payment will be as specified in the Grant Agreement. All reports must include a certification page (Attachment 2), signed by the person named as having signature authority, stating that all information reported is correct and grant expenditures are in accordance with Eligible Costs as set forth in this NOFA.

All requests for payment and reports must be submitted directly to:

Victim Compensation and Government Claims Board
Attn: Accounting Office
400 R Street, Suite 500
Sacramento, CA 95811

17. Appeals Process

Non-selected applicants have five (5) business days from the official award notice date to submit an appeal. If an appeal is submitted during this period, the affected grants will not be awarded until the appeal is resolved. Appeals must be submitted in the form of a pdf file containing a written document, signed by an individual who is authorized to contractually bind the grantee, specifying the grounds of the appeal, and citing the law, rule, process or procedure used as the basis of the appeal. Appellants must provide facts and evidence to support their claim. All appeals will be heard and resolved by the Executive Officer of the Victim Compensation and Government Claims Board.

Appeals must be emailed to Grants@VCGCB.ca.gov.

Scoring Criteria for TRC Grant Applications

Instructions for scoring each application

Please evaluate the application according to the number of points allotted to each category. A total of 100 points is possible.

Scoring criteria are listed under each category. Examples of how the applicant might score a high, medium or low score within each scoring category are provided.

PROGRAM NARRATIVE

Is this an eligible applicant?

Does the applicant demonstrate the ability to provide the following?

(Maximum 25 points)

Cover letter and length of narrative (5 or 0 Points)

A	Cover letter and length of narrative
	<p>5 = The cover letter includes the required information and the narrative does not exceed a maximum of 10 pages.</p> <p>0 = Information is missing from the cover letter or the narrative exceeds the maximum of 10 pages.</p>

B	Eligible Applicant – Rating quality of description 0 to 5 points each
1	<p>Providing mental health services:</p> <p>5= Applicant provides a detailed description of the knowledge, experience and ability to provide trauma-focused, evidence based mental health treatment to underserved crime victims, including what type of clinicians could be responsible for providing the mental health treatment.</p> <p>3 = Applicant provides a general description of the knowledge, experience and ability to provide mental health treatment to underserved crime victims, but does not specifically describe the type of mental health treatment or what type of clinician will provide the mental health treatment.</p>

	<p>1 = Applicant provides a description of the ability to provide mental health treatment, but does not give a description of the knowledge, experience or ability on how to do so, either generally or specifically related to types of treatment.</p>
2	<p>Providing assertive community-based outreach and clinical case management:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide full community-based outreach to, and clinical case management for, underserved crime victim populations. Descriptions include how both the above are accomplished and who is responsible for the clinical case management, which includes assessment of need and implementation of care plans, and ongoing support in areas such as housing, employment, social relationships, and community participation.</p> <p>3 = Applicant provides a general description community-based outreach to, and clinical case management for underserved crime victim populations, but does not provide details of the knowledge and ability to provide the services or how the services are provided.</p> <p>1 = Applicant provides a general description of the ability to provide community-based outreach and clinical case management, but does not provide any details.</p>
3	<p>Coordination of care among medical and mental health care providers, law enforcement agencies, crime victim service providers and other social service agencies:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide the coordination of care among the providers listed above. Descriptions include how the applicant provides this coordination in detail.</p> <p>3 = Applicant provides a general description of the knowledge and ability to provide the coordination of care among the providers listed above, but descriptions are not detailed.</p> <p>1 = Applicant provides a general description of the coordination of care among the providers listed above, but does not provide the knowledge or ability or how to do so.</p>
4	<p>Services to family members and loved ones of homicide victims:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide services to family members and loved ones of homicide victims. The description includes what types of services are provided and how the services are provided.</p> <p>3 = Applicant provides a general description of the knowledge and ability to provide services to family members and loved ones of homicide victims, but</p>

	<p>does not provide details of what type of services are provided and how the services are provided.</p> <p>1 = Applicant provides a general description, but does not provide a description of the knowledge and ability to provide services to family members and loved ones of homicide victims, or what types of services are provided and how the services are provided.</p>
5	<p>A multidisciplinary staff of clinicians that includes licensed psychiatrists, psychologists and social workers:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide the above clinicians, including the experience of each clinician and how each position will be utilized if the grant is awarded.</p> <p>3 = Applicant provides a general description of the knowledge and ability to provide the above clinicians, but does not provide a description of the experience of each clinician, or how each position will be utilized if the grant is awarded.</p> <p>1 = Applicant provides a general description, but does not provide a description of the knowledge or ability to provide the above clinician, or include the experience of each clinician and how each will be utilized if the grant is awarded.</p>

Eligible activities

Does the applicant demonstrate the ability to accomplish the eligible activities?

Please evaluate on a 5 point scale. Five is the highest score, zero is the lowest. Scoring criteria are listed under each item. (Maximum 20 Points)

C	Eligible Activities
1	<p>Assist victims with applying for crime victim compensation:</p> <p>5 = Applicant demonstrates a working relationship with county victim assistance centers to facilitate submitting applications through the victim assistance center to CalVCP. Applicant demonstrates an understanding of all the services covered by CalVCP in addition to mental health treatment. Applicant demonstrates an ability to make referrals to other service providers as needed.</p> <p>3 = Applicant demonstrates a general understanding of all the services covered by CalVCP in addition to mental health treatment. Applicant demonstrates an understanding of the CalVCP application process and county victim assistance centers, but does not show evidence of a working relationship with the local victim assistance center beyond a basic letter of support.</p> <p>1 = Applicant demonstrates a general understanding of all the services covered</p>

	<p>by CalVCP. Applicant's understanding of the application process is incomplete. Applicant does not show evidence of a working relationship with the local victim assistance center beyond a basic letter of support.</p>
2	<p>Collaborate with other community services, including, but not limited to, local crime victim service providers such as:</p> <ul style="list-style-type: none"> o Rape crisis centers o Domestic violence shelters o County victim assistance centers <p>5 = Applicant demonstrates an understanding of how the population served may need additional services beyond the TRC, and what those services are. Applicant demonstrates a working relationship with other community services and demonstrates an ability to connect the client with those services.</p> <p>3 = Applicant demonstrates an understanding of how the population served may need additional services beyond the TRC, and what those services are, but does not show evidence of a working relationship beyond basic letters of support.</p> <p>1 = Applicant demonstrates limited knowledge of other services the population being served may need, and does not show evidence of a working relationship with other community services.</p>
3	<p>Facilitate cooperation of victims with law enforcement:</p> <p>5 = Applicant demonstrates a working relationship with local law enforcement and the ability to alleviate fears that victims may have in reporting crime and the ability to facilitate such reporting.</p> <p>3 = Applicant demonstrates an understanding of the fears that victims may have in reporting crime, but does not show evidence of a working relationship beyond basic letters of support.</p> <p>1 = Applicant does not show evidence of a working relationship beyond basic letters of support.</p>
4	<p>Provide training to law enforcement, community-based agencies, and other health care providers on the effects of crime and treatment of trauma caused by crime:</p> <p>5 = Applicant demonstrates an understanding of the effects of crime and trauma and how this information should be delivered to each specific audience named above. Also, describes a specific plan for such training and demonstrates the ability to deliver the training.</p> <p>3 = Applicant demonstrates an understanding of the effects of crime and trauma, but does not show evidence of specific plans for training each type of organization.</p> <p>1 = Applicant demonstrates some understanding of the effects of crime and trauma..</p>

Timeframe

How well does the applicant describe the timeframe for providing services?

Please evaluate on a 5 point scale. Five is the highest score, zero is the lowest. Scoring criteria are listed under each item. (Maximum 5 points)

D	Timeframe
	<p>How well does the applicant describe the schedule for implementing the activities? Does the applicant include specific goals, objectives and or milestones to measure progress within the timeframe? (Maximum of 5 points)</p> <p>5= The schedule, goals, objectives and milestones are clear and well-defined. 3= The schedule, goals, objectives and milestones are more general, lack specificity. 1= The schedule goals, objectives and milestones are vague or general.</p>

Preference Points

Underserved:

How well does the applicant describe how services will be provided to:

Victims of crime who typically are unable to access traditional services, including, but not limited to victims who are:

- homeless
- chronically mentally ill
- of diverse ethnicity
- members of immigrant and refugee groups
- disabled
- having severe trauma-related symptoms or complex psychological issues
- juvenile victims, including minors who have had contact with the juvenile dependency or the justice system

Maximum 5 points

E	Underserved victim populations
	<p>5= Applicant demonstrates a specific plan for outreach to each population and describes the services that will be provided to each population.</p> <p>3 = Applicant's description of the plan for providing services is more general. The applicant does not specify a plan for each type of population.</p> <p>1= Applicant provides only basic information about an outreach plan and proposed services.</p>

Range of crimes

Victims of a wide range of crimes, including, but not limited to:

- sexual assault
- human trafficking
- domestic violence
- physical assault
- shooting
- stabbing
- vehicular assault
- family members and loved ones of homicide victims

Maximum 5 points

F	Victims of a wide range of crimes
	<p>5= Applicant demonstrates a specific plan for outreach to victims of each type of crime and describes the services that will be provided to each group.</p> <p>3 = Applicant's description of the plan for providing services is more general. The applicant does not specify a plan for each group.</p> <p>1= Applicant provides only basic information about an outreach plan and proposed services.</p>

Geographic area

Applicants whose services are located in an area where the rate of crime and geographic distribution serve the greatest number of victims. Maximum 5 points

G	Geographic area and crime rate
	<p>5 = Applicant clearly demonstrates through data and narrative that the greatest number of victims will be served based on the ratio of rate of crime and geographic distribution.</p> <p>3 = Applicant provides only a general explanation that the greatest number of victims will be served based on the ratio of rate of crime and geographic distribution.</p> <p>1 = Applicant does not describe or document in detail that the greatest number of victims will be served based on the ratio of rate of crime and geographic distribution.</p>

BUDGET AND BUDGET NARRATIVE (20 Points)

Budget (10 points)

H	Budget
	<p>10 = Applicant submits the budget on the correct form and costs are allocated according to the requirements outlined in the NOFA.</p> <p>5 = Applicant submits the budget on the correct form , but costs are not allocated according to the requirements outlined in the NOFA, or it is difficult to understand what the request is.</p> <p>1 = The budget is not submitted on the correct form or it is difficult to determine what is being requested.</p>

Budget Narrative (10 Points)

I	Budget Narrative
	<p>10 = The budget narrative clearly describes the nature and amount of the request and the time frame for the request. The budget narrative clearly describes each portion of the budget, including, but not limited to each position to be funded, types of operating expenses requested, other sources of funding allocated to this project, and proposed quarterly draw schedule. The narrative is no more than two pages in length.</p> <p>5 = The budget narrative clearly describes some, but not all, of the required information.</p> <p>1 = The narrative does not clearly describe required information.</p>

LETTERS OF SUPPORT (10 Points)

Maximum of 10 points

J	Letters of support
	<p>10 = Letters of support or collaborative agreements included from medical and mental health care providers, law enforcement agencies, county crime victim assistance centers as designated by California Penal Code 13835.2, sexual assault crisis centers, domestic violence programs, other crime victim service providers, and other social services agencies from within the applicants designated service area. The letters are substantive in content and clearly explain the collaborative or cooperative arrangement between the entities.</p> <p>5 = Fewer letters of support are included, or the letters of support are not substantive in content.</p> <p>1 = Few letters of support are included and the letters are not substantive in content.</p>