

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

May Session of the April Adjourned

Term. 20 17

County of Boone

} ea.

In the County Commission of said county, on the

30th

day of

May

20 17

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by J. Alan Investments LLC and GP Property Investments to rezone from A-1 (Agriculture) to A-2 (Agriculture) on 4 acres, more or less, located at 8661 S. Rangeline Rd., Columbia.

Done this 30th day of May, 2017.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Fred J. Parry

Fred J. Parry
District I Commissioner

Janet M. Thompson

Janet M. Thompson
District II Commissioner

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the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by 3WT Properties LLC to approve a Final Development Plan for Arrowhead Lakes Estates Planned Development on 59.15 acres located at 3151 W Rte. K, Columbia.

Done this 30th day of May, 2017.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill

Daniel K. Atwill
Presiding Commissioner

Fred J. Parry

Fred J. Parry
District I Commissioner

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the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the request by Gara Toalson Trust to approve a Final Development Plan for Toalson Estates Planned Development on 81.99 acres located at 4505 W Rte. K, Columbia.

Done this 30th day of May, 2017.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill

Presiding Commissioner

Fred J. Parry
Fred J. Parry

District I Commissioner

Janet M. Thompson
Janet M. Thompson

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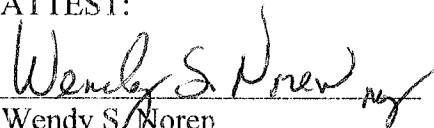
the following, among other proceedings, were had, viz:


Now on this day the County Commission of the County of Boone does hereby receive and accept the following subdivision plats and authorize the presiding commissioner to sign there:

- Cole. S10-T48N-R14W. A-2. Alan Carrol Cole, owner. Jonathan A. Cole, surveyor.
- Oxford Estates. S14-T47N-R13W. A-2. David and Jeanette Oxford, owners. David W. Borden, surveyor.

Done this 30th day of May, 2017.

ATTEST:


 Wendy S. Noren
 Clerk of the County Commission



Daniel K. Atwill
 Presiding Commissioner



Fred J. Parry
 District I Commissioner



Janet M. Thompson
 District II Commissioner

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In the County Commission of said county, on the 30th day of May 20 17

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached Consultant Services Agreement with Allstate Consultants related to proctor sampling and testing for the St. Charles Road FDR project.

The terms of the Agreement are stipulated in the attached Agreement. It is further ordered the Presiding Commissioner is hereby authorized to sign said Consultant Services Agreement.

Done this 30th day of May, 2017.

ATTEST:

Wendy S. Noren
Wendy S. Noren
Clerk of the County Commission

Daniel K. Atwill
Daniel K. Atwill
Presiding Commissioner
Fred J. Parry
Fred J. Parry
District I Commissioner
Janet M. Thompson
Janet M. Thompson
District II Commissioner

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES

Effective the _____ day of May, 2017, Boone County, Missouri, a political subdivision of the State of Missouri through its County Commission (herein "Owner") hereby approves and authorizes professional services by the Consultant referred to below for the services specified herein.

Consultant Name: Allstate Consultants 3312 Lemone Industrial Blvd; Columbia, MO 65201

Project/Work Description: Proctor sampling and testing for the St Charles Road FDR project

Proposal Description: Project construction observation and testing as outlined in the attached proposal.

Modifications to Proposal: Fees and expenses shall not exceed \$2380.00 without prior written approval of Owner.

This form agreement and any attachments to it shall be considered the approved proposal; signature by all parties below constitutes a contract for services in accordance with the above described proposal and any approved modifications to the proposal, both of which shall be in accordance with the terms and conditions of the General Consultant Services Agreement signed by the Consultant and Owner for the current calendar year on file with the Boone County Resource Management Department, which is hereby incorporated by reference. Performance of Consultant's services and compensation for services shall be in accordance with the approved proposal and any approved modifications to it and shall be subject to and consistent with the General Consultant Services Agreement for the current calendar year. In the event of any conflict in interpretation between the proposal approved herein and the General Consultant Services Agreement, or the inclusion of additional terms in the Consultant's proposal not found in the General Consultant Services Agreement, the terms and conditions of the General Consultant Services Agreement shall control unless the proposal approved herein specifically identifies a term or condition of the General Consultant Services Agreement that shall not be applicable or this Approval of Proposal indicates agreement with a specific term or terms of Consultant's proposal not found in the General Consultant Services Agreement.

ALLSTATE CONSULTANTS

By [Signature]
Title President

Dated: 5/18/2017

BOONE COUNTY, MISSOURI

By [Signature]
Presiding Commissioner

Dated: 5-30-17

APPROVED AS TO FORM:

[Signature]
County Attorney

ATTEST:

[Signature]
County Clerk

APPROVED:

[Signature]
Resource Management Director

Certification:

I certify that this contract is within the purpose of the appropriation to which it is to be charged and there is an unencumbered balance of such appropriations sufficient to pay the costs arising from this contract.

[Signature] 5/23/17 2041-71101
Auditor by [Signature] Date

SHEET 1

COST ESTIMATE FOR CONSTRUCTION TESTING SERVICES

**ST. CHARLES ROAD
EAST OF BATTLE HIGH SCHOOL TO RTE. Z**

MAY 11, 2017

PERFORM CONSTRUCTION OBSERVATION AND TESTING

PROCTOR SAMPLING AND TESTING WITH 5 PERCENT CEMENT PREVIOUSLY PERFORMED.
PERFORM CONSTRUCTION OBSERVATION AND TESTING DURING FDR PROCESS.
ASSUME FDR TAKES 3 DAYS TOTAL TIME.

<u>DESCRIPTION</u>	<u>UNIT</u>	<u>QUANTITY</u>	<u>UNIT FEE</u>	<u>TOTAL</u>
ENGINEER III	HOURLY	5	\$140	\$700
TECHNICIAN II	HOURLY	24	\$70	<u>\$1,680</u>
CONSTRUCTION TESTING SUBTOTAL				\$2,380

NOTE: ENGINEERING INCLUDES SUPERVISION AND REPORTING.

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the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve applications for the Adopt-a-Road Program for the following sections of roadway for 3 years:

1. New Applications

- Rock Quarry Road – from Gans Road to the Rock Bridge State Park – Adopted by Range Free Bakery & Café
- Crump & Martin Lane – from the High School to New Salem Road – Adopted by Ashland FFA

2. Renewal Applications

- David Allen Road - from Rangeline Road to 1 mile East of Rangeline Road – Adopted by David Allen Road Neighborhood
- Judy School Road – from State Route Z to Callaway County Line – Adopted by Two Mile Prairie Neighbors
- Glendale Drive – from Judy School Road to St Charles Road – Adopted by Two Mile Prairie Neighbors
- Gans Road – from Rock Quarry Road to Gans Creek Road – Adopted by The Horses of Gans
- Easley River Road – from Easley, MO to Smith Hatchery Road – Adopted by Missouri River Relief
- Old Highway 63 South – from 16535 Old Highway 63 to Christian School Road – Adopted by Ashland United Methodist Church
- Old Plank Road – from State Route K to Cooper's Landing – Adopted by The River Folks of Cooper's Landing
- Gillespie Bridge Road – from the Bridge to State Route UU – Adopted by Friends of Gillespie Bridge Road
- Grace Lane – from St Charles Road to Richland Road – Adopted by the Miller Morrow Family
- Mauller Road – from State Route VV to Creasy Springs Road – Adopted by Friends of Mauller Road

Done this 30th day of May, 2017.

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Term. 20


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20

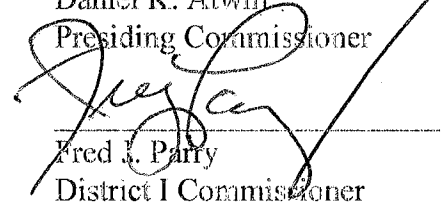
the following, among other proceedings, were had, viz:

ATTEST:


Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Crump / Martin Agreement Renewal Date: _____

Starting Point: High School Ending Point: New Salem

Organization Name: ASHLAND FFA
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Rebekah Hammett Title: Teacher

Address: 14520 Crump Ln City/State: Ashland, MO Zip: 65010

Phone #1: 573-823-3611 Phone #2: 657-1375 Fax: _____ Email Address: rhammett@ashland.k12.mo.us

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal K12. MO. US

Alternate Contact Person: Kris Rankin Title: Teacher

Address: _____ City/State: _____ Zip: _____

Phone #1: _____ Phone #2: _____ Fax: _____ Email Address: Krankin@ashland.k12.mo.us

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Please follow these guidelines at all times:

DO

- Wear a safety vest
- Be aware of oncoming traffic
- Be cautious when crossing roadways
- Stay clear of construction projects, mowing operations and maintenance activities
- Work only during daylight hours
- Have at least one adult supervisor for every 5 participants age 13 to 17 and one adult supervisor for every 4 participants age 6 to 12. Children under age 6 may not participate.

DO NOT

- Work during bad weather, extreme temperatures and peak travel times
- Participate in horseplay or activity that might distract drivers
- Pick up, remove the lid from, shake or even touch any hazardous substances, like syringes or drug-making equipment, or any other suspicious litter. Instead, mark the area in some way and call the Department of Resource Management, Public Works, or Boone County Sheriff.
- Trespass on private property.

Signature (Contact Person) Rebekah Hammett 3/10/17

Boone County Public Works
Adopt-A-Road Application & Information Sheet

Road Name: Rock Quarry Road

Agreement
Renewal Date: _____
(to be completed by BCPW)

Starting Point: Gans Road
Stadium Blvd.

Ending Point: Rock Bridge State Park
Grindstone

Adopt-A-Road Sign Requested: YES NO

Organization Name: Range Free, ~~Albany~~ Bakery & Cafe
(As you wish for it to appear on the Adopt-A-Road Sign, if requested)

Contact Person: Anna Meyer Title: Owner/Operator

Address: 110 Orr St. Ste 101 City: Columbia Zip: 65201

Phone # 1: 513-777-9980 Phone # 2: 636-667-8451 FAX: _____ Email Address: anna@range-free.com

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Meredith Green Soares Title: Baker Assistant

Address: 4808 Clark Ln. Apt. 202 City: Columbia Zip: 65202

Phone # 1: 913-548-7075 Phone # 2: 513-777-9980 FAX: _____ Email Address: meredithgreen94@gmail.com

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

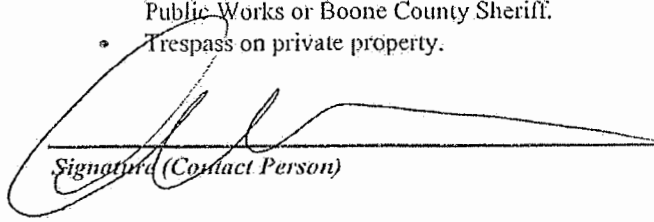
Participants must agree to follow these guidelines at all times:

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- Trespass on private property.

 _____
Signature (Contact Person) Date: 3/22/17

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: David Allen Road Agreement Renewal Date: 6/19/2017

Starting Point: Intersection with Rangeline Road Ending Point: 1 mile east of Intersection with Rangeline Road

Organization Name: David Allen Road Neighborhood
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Gretchen Carlisle Title: _____

Address: 10294 David Allen Road City/State Columbia, MO Zip: 65201

Phone #1: 573-443-2555 Phone #2: None Fax: None Email Address: carlislegk@missouri.edu

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: _____ Title: _____

Address: _____ City/State _____ Zip: _____

Phone #1: _____ Phone #2: _____ Fax: _____ Email Address: _____

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Please follow these guidelines at all times:

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- Trespass on private property.


Signature (Contact Person)

4-3-17
Date

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Judy School Road Agreement Renewal Date: 6/19/2017

Starting Point: Intersection with State Route Z Ending Point: Callaway County Line

Organization Name: Two Mile Prairie Neighbors
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Jackie Glenn Title: _____

Address: 12250 E Judy School Road City/State Columbia, MO Zip: 65202

Phone #1: 573-874-8649 Phone #2: None Fax: None Email Address: None

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Maxine Glenn Title: _____

Address: 5151 N. Route Z City/State Columbia, MO Zip: _____

Phone #1: 573-814-1089 Phone #2: None Fax: None Email Address: None

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

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- Trespass on private property.

Signature (Contact Person) Jackie Glenn Date 3-25-17

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Glendale Drive Agreement Renewal Date: 6/19/2017

Starting Point: Intersection with Judy School Road Ending Point: Intersection with St. Charles Road

Organization Name: Two Mile Prairie Neighbors
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Jackie Glenn Title: _____

Address: 12250 E Judy School Road City/State Columbia, MO Zip: 65202

Phone #1: 573-874-8649 Phone #2: None Fax: None Email Address: None

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Maxine Glenn Title: _____

Address: 5151 N. Route Z City/State Columbia, MO Zip: 65202

Phone #1: 573-814-1089 Phone #2: None Fax: None Email Address: None

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

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- Trespass on private property.

Signature (Contact Person) Jackie Glenn Date 3-25-17

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Gans Road Agreement Renewal Date: 6/19/2017

Starting Point: Intersection with Rock Quarry Road Ending Point: Intersection with Gans Creek Road

Organization Name: The Horses of Gans
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Richard Shanker Title: _____

Address: 1829 Clive Dr City/State Columbia, MO Zip: 65201
~~PO Box 10202~~

Phone #1: 573-875-2035 Phone #2: None Fax: 573-442-0563 Email Address: None

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: _____ Title: _____

Address: _____ City/State _____ Zip: _____

Phone #1: _____ Phone #2: _____ Fax: _____ Email Address: _____

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

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- Trespass on private property.

Signature (Contact Person)  Date 6/29/17

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Easley River Road Agreement Renewal Date: 6/19/2017

Starting Point: Easley, MO Ending Point: Intersection with Smith Hatchery Road

Organization Name: Missouri River Relief
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Steve Schnarr Title: Program Manager

Address: PO Box 463 City/State: Columbia, MO Zip: 65205

Phone #1: 573-443-0292 Phone #2: 573-289-2077 Fax: _____ Email Address: riverrelief@riverrelief.org

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Melanie Cheney Title: Asst Program Manager

Address: PO Box 463 City/State: Columbia, MO Zip: _____

Phone #1: 573-443-0292 Phone #2: 573-673-3148 Fax: <Null> Email Address: melanie@riverrelief.org

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

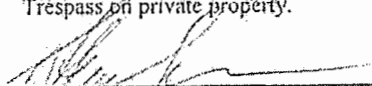
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- Trespass on private property.


Signature (Contact Person)

3/22/19
Date

Boone County Resource Management Adopt-A-Road Information Sheet

Road Name: Old Highway 63 South Agreement Renewal Date: 6/19/2017
 Starting Point: 16535 Old Hwy 63 Ending Point: Master School Rd
Ashland City Limits One Mile South of City Limits

Organization Name: Ashland United Methodist Church
 (As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Janet Dyer Title: Fellowship Committee

Address: 7721 Cedar Hill City/State Ashland, MO Zip: 65010

Phone #1: 573-657-2402 Phone #2: None Fax: None Email Address: Jan4sm2448@gmail.com
sjretired@msn.com

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Angela Welch Title: Youth Group Leader

Address: P.O. Box 386 City/State Ashland, MO Zip: 65010

Phone #1: 573-819-6689 Phone #2: 573-657-1489 Fax: 573-657-0326 Email Address: awelch@houseofbrokers.com

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

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- Trespass on private property.

[Signature] 3/26/2017
 Signature (Contact Person) Date

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Old Plank Road Agreement Renewal Date: 6/19/2017

Starting Point: Intersection with State Route K Ending Point: Smith Feed Mill/Cooper's Landing

Organization Name: The River Folk of Cooper's Landing
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Melanie Cheney Title: Asst. Program Manager

Address: 10450 S. Route N City/State: Columbia, MO Zip: 65203

Phone #1: 573-673-3148 Phone #2: 573-443-0292 Fax: None Email Address: melanie@riverrelief.org

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Steve Schnarr Title: Program Manager

Address: PO Box 463 City/State: Columbia, MO Zip: 65205

Phone #1: 573-239-2071 Phone #2: 573-443-0292 Fax: NONE Email Address: STEVE@RIVERRELIEF.ORG

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

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 - Trespass on private property.

Signature (Contact Person) Melanie Cheney Date 3-22-17

Boone County Resource Management Adopt-A-Road Information Sheet

Road Name: Gillespie Bridge Road Agreement Renewal Date: 6/19/2017

Starting Point: Bridge Ending Point: Intersection with State Route U U

Organization Name: Friends of Gillespie Bridge Road
(As it appears on the Adopt-A-Road Sign, if requested)

Lisa Reed

Contact Person: ~~Peggy Freeman~~ Title: _____

Address: 1601 S. Johnmeyer City/State Columbia, MO Zip: 65203
~~800 S Johnmeyer Lane~~

Phone #1: 573-445-5427 Phone #2: 573-268-6449 Fax: None Email Address: lisareedcolumbia@gmail.com
~~573-445-0205~~ ~~6449~~ ~~holtpf@gmail.com~~

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: _____ Title: _____

Address: _____ City/State _____ Zip: _____

Phone #1: _____ Phone #2: _____ Fax: _____ Email Address: _____

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

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- Trespass on private property.

Lisa L Reed
Signature (Contact Person)

4.2.17
Date

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Grace Lane Agreement Renewal Date: 6/19/2017

Starting Point: Intersection with St Charles Road Ending Point: Intersection with Richland Road

Organization Name: Miller Morrow Family
(As it appears on the Adopt-A-Road Sign, if requested)

Contact Person: Larry Morrow Title: _____

Address: 5616 Younger Drive City/State: Columbia, MO Zip: 65201

Phone #1: 573-999-9614 Phone #2: None Fax: None Email Address: LarryWMorrow@yahoo.com

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate Contact Person: Jan Miller Title: _____

Address: 5616 Younger Drive City/State: Columbia, MO Zip: 65201

Phone #1: 573-489-6808 Phone #2: None Fax: None Email Address: janjan9153@yahoo.com

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Please follow these guidelines at all times:

DO

- Wear a safety vest
- Be aware of oncoming traffic
- Be cautious when crossing roadways
- Stay clear of construction projects, mowing operations and maintenance activities
- Work only during daylight hours
- Have at least one adult supervisor for every 5 participants age 13 to 17 and one adult supervisor for every 4 participants age 6 to 12. Children under age 6 may not participate.

DO NOT

- Work during bad weather, extreme temperatures and peak travel times
- Participate in horseplay or activity that might distract drivers
- Pick up, remove the lid from, shake or even touch any hazardous substances, like syringes or drug-making equipment, or any other suspicious litter. Instead, mark the area in some way and call the Department of Resource Management, Public Works, or Boone County Sheriff.
- Trespass on private property.

Larry W. Morrow 4-6-17
Signature (Contact Person) Date

Boone County Resource Management
Adopt-A-Road Information Sheet

Road Name: Mauler Road Agreement Renewal Date: 6/19/2017
Starting Point: Intersection with State Route V V Ending Point: Intersection with Creasy Springs Road

Organization Name: Friends of Mauler Road
(As it appears on the Adopt-A-Road Sign, if requested)

Alternate
Contact Person: Christy Ludeman Title: _____

Address: 7124 N Moberly Drive City/State Columbia, MO Zip: 65202

Phone #1: 573-499-4726 Phone #2: 573-239-9794 Fax: None Email Address: ludemanc@missouri.edu

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Alternate
Contact Person: Cindy Craig Title: _____

Address: 1101 W Mauler Rd City/State Columbia MO Zip: 65202

Phone #1: 573-999-4033 Phone #2: _____ Fax: _____ Email Address: Craigci@missouri.edu

Please Indicate Preferred Method of Contact: Email Telephone FAX U.S. Postal

Please follow these guidelines at all times:

DO

- Wear a safety vest
- Be aware of oncoming traffic
- Be cautious when crossing roadways
- Stay clear of construction projects, mowing operations and maintenance activities
- Work only during daylight hours
- Have at least one adult supervisor for every 5 participants age 13 to 17 and one adult supervisor for every 4 participants age 6 to 12. Children under age 6 may not participate.

DO NOT

- Work during bad weather, extreme temperatures and peak travel times
- Participate in horseplay or activity that might distract drivers
- Pick up, remove the lid from, shake or even touch any hazardous substances, like syringes or drug-making equipment, or any other suspicious litter. Instead, mark the area in some way and call the Department of Resource Management, Public Works, or Boone County Sheriff.
- Trespass on private property.

Signature (Contact Person) Cindy Craig Date 3-23-17

CERTIFIED COPY OF ORDER

STATE OF MISSOURI

} ea.

May Session of the April Adjourned

Term. 20 17

County of Boone

In the County Commission of said county, on the

30th

day of

May

20

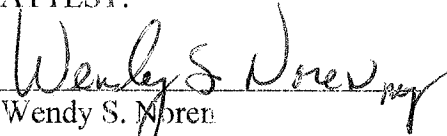
17

the following, among other proceedings, were had, viz:

Now on this day the County Commission of the County of Boone does hereby approve the attached 2017 Victims of Crime Act Grant (VOCA) application as offered by the Missouri Department of Public Safety.

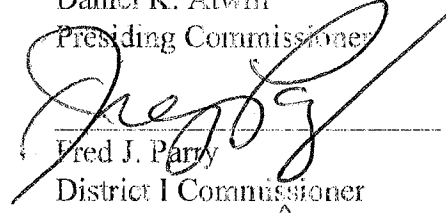
Done this 30th day of May, 2017.

ATTEST:

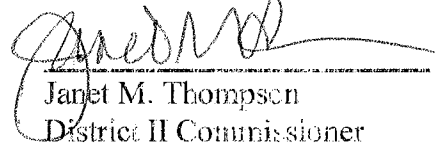

Wendy S. Noren
Clerk of the County Commission



Daniel K. Atwill
Presiding Commissioner



Fred J. Parry
District I Commissioner



Janet M. Thompson
District II Commissioner



DANIEL K. KNIGHT, Prosecutor

Office of the Boone County Prosecuting Attorney
705 E. Walnut Street – Courthouse
Columbia, Missouri 65201-4485
573-886-4100
FAX: 573-886-4148

May 25, 2017

TO: Commissioner Atwill
Commissioner Perry
Commissioner Thompson

FROM: Boone County Prosecuting Attorney's Office

RE: 2017 Victims of Crime Act Grant (VOCA) Application

We respectfully request your approval to apply for a continuation of our Victims of Crime Act grant through the Department of Public Safety. This is a two-year grant, October 1, 2017 through September 30, 2019.

We have been receiving grant funds through VOCA since 1993, and continue to serve approximately 2800 victims of crime each year.

Our application includes continued funding for our part-time case specialist and full-time victim specialist as well as specialized training for victim services and prosecution staff. We are also requesting funds for another full-time victim specialist position that has historically been paid through VAWA (STOP Violence Against Women Act). If we are successful in transferring this position from VAWA to VOCA we will request funding for an investigator in our next VAWA grant application.

There is a 20% matching requirement. The federal share is \$314,541.06 and the local match is \$78,632.91. The match is taken from the existing salary of our Victim Specialist, Jessica Watson.

Thank you for your consideration of this request.

Missouri Department of Public Safety

Application

81071 - 2017 Victims of Crime Act (VOCA)

82235 - 2017 Victims of Crime Act (VOCA)

Victims of Crime Act (VOCA)

Status: Editing

Submitted Date:

Primary Contact

Name:*	Office Administrator	Bonnie	Adkins
	Title	First Name	Last Name
Job Title:	Office Administrator		
Email:	badkins@boonecountymo.org		
Mailing Address:	Boone County Prosecuting Attorney		
Street Address 1:	705 E. Walnut Street		
Street Address 2:			
*	Columbia	Missouri	65201
	City	State/Province	Postal Code/Zip
Phone:*	573-886-4112		Ext.
Fax:	573-886-4148		

Organization Information

Applicant Agency:	Boone County, Prosecutor's Office
Organization Type:	Government
Federal Tax ID#:	436000349
DUNS #:	073755977

CCR Code: 4SWR3 11/14/2017
Valid Until Date
Organization Website: www.showmeboone.com
Mailing Address: Boone County
Street Address 1: 801 E. Walnut Street
Street Address 2:
City* Columbia Missouri 65201 0449
City State/Province Postal Code/Zip + 4
County: Boone
Congressional District: 09
Phone:* 573-886-4305 Ext.
Fax: 573-886-3311

Contact Information

Authorized Official

The Authorized Official is the individual that has the ability to legally bind the applicant agency in a contract (e.g. Board President, Presiding Commissioner, Mayor, City Administrator, University President, State Department Director).

The Authorized Official and the Project Director cannot be the same person.

Authorized Official:* Presiding Commission Daniel Atwill
Title First Name Last Name
Job Title: Presiding Commission
Agency: Boone County
Mailing Address: 801 E. Walnut Rm 333
Street Address 1:
Street Address 2:
AO City* Columbia Missouri 65201
City State Zip Code
Email: datwill@boonecountymo.org
Phone:* 573-886-4305 Ext.
Fax: 573-886-4311
Project Director

The Project Director is the individual that will have direct oversight of the proposed project.

The Authorized Official and the Project Director cannot be the same person.

If the project agency is a local law enforcement agency, the Project Director shall be the chief or sheriff of that agency. Exceptions to this requirement are the St. Louis Metropolitan Police Department and the Kansas City Police Department.

Project Director:*	Office Administrator	Bonnie	Adkins
	Title	First Name	Last Name
Job Title:	Office Administrator		
Agency:	Boone County Prosecuting Attorney		
Mailing Address:	705 E. Walnut Street		
Street Address 1:			
Street Address 2:			
PD City*	Columbia	Missouri	65201
	City	State	Zip Code
Email:	badkins@boonecountymo.org		
Phone:*	573-886-4112		
		Ext.	
Fax:	573-886-4148		

Fiscal Officer

The Fiscal Officer is the individual who has responsibility for accounting and audit issues at the applicant agency level (e.g. City Clerk, County Treasurer, Director of Finance, Accountant, CFO).

Fiscal Officer:*	Boone County	Tom	Darrough
	Treasurer		
	Title	First Name	Last Name
Job Title:	Boone County Treasurer		
Agency:	Boone County		
Mailing Address:	801 E. Walnut Street Rm 205		
Street Address 1:			
Street Address 2:			
FO City*	Columbia	Missouri	65201
	City	State	Zip Code
Email:	tdarrough@boonecountymo.org		
Phone:*	573-886-4365		
		Ext.	
Fax	573-886-4369		

Project Contact Person

The Project Contact Person should be the individual who is most familiar with the program and day to day functions of this grant will fund.

This person can be the Project Director if that individual is most familiar with the program.

Project Contact Person:*	Office Administrator	Bonnie	Adkins
	Title	First Name	Last Name
Job Title:	Office Administrator		
Agency:	Boone County Prosecuting Attorney		
Mailing Address:	705 E. Walnut Street		
Street Address 1:			
Street Address 2:			
OC City*	Columbia	Missouri	65201
	City	State	Zip Code
Email:	badkins@boonecountymo.org		
Phone:*	573-886-4112		
		Ext.	
Fax:	573-886-4148		

Non-Profit Chairperson

Enter the name and address of the individual serving as the organization's board chairperson. Please provide an address other than the agency address.

This section is not applicable to agencies that are not considered a 501 (c) type or other type of federally recognized non-profit organization.

Non-Profit Chairperson:			
	Title	First Name	Last Name
Job Title:			
Agency:			
Mailing Address:			
Street Address 1:			
Street Address 2:			
NC City		Missouri	
	City	State	Zip Code
Email:			
Phone:			
		Ext.	
Fax			

Project Summary

Application Type:

NEW - the application is being submitted as part of a competitive bid process and is not currently funded by the Department of Public Safety.

CONTINUATION - the application is being submitted as part of a competitive bid process to continue a project currently funded by the Department of Public Safety.

EXPAND/ENHANCE - the application is being submitted as part of a competitive bid process to specifically expand or enhance an existing project currently funded by the Department of Public Safety.

Application Type: Expand/Enhance Project

Current Contract Number(s):

List all active contract numbers as assigned by the Department of Public Safety relating to the proposed project. If the agency has more than one active contract number, separate each number by commas.

Current Contract Number(s): 2016-VOCA-004-NC, 2014-VAWA-004-NC
if applicable

Program Category:

Select the program category as it relates to the proposed project and by which the project will be classified for evaluation purposes.

Program Category: Prosecution

TO SELECT MULTIPLE CATEGORIES HOLD CONTROL DOWN WHILE SELECTING THEM.

Project Type:

Select the target population to be served by this project.

Project Type: Local

Geographic Area:

Identify the geographic area to be served by the proposed project.

Geographic Area: Boone County, Missouri

10,000 Character Limit

Brief Summary:

Provide a brief summary of the proposed project and the services that will be offered.

Brief Summary:

This 2017 VOCA grant application for our Victim Response Team (VRT) project is a continuation of the program the Boone County Prosecuting Attorney's office began in 1993. Our part-time case specialist provides basic and comprehensive services to victims of felony crimes, specifically focusing on historically under-served victim populations - i.e., survivors of homicide, child sexual abuse/incest and victims of burglary and robbery. We added a victim specialist in 2016 to further enhance/expand services to victims of violent crime. Service provision occurs during all phases of the justice system and is designed to minimize harm to the victim while aiding in his/her restoration and recovery. In addition, our office requests the opportunity to transfer our domestic violence victim specialist from our current VAWA grant to this VOCA grant application. Furthermore, we are requesting VOCA funds for specialized training that utilizes evidence-based, collaborative approaches to advocacy and prosecution.

20,000 Character Limit

Program Income Generated:

Program Income is defined as any income/revenue generated as a direct result of a grant-funded project. Identify whether or not program income will be generated as a result of this project.

Program Income Generated:

No

History of the Agency

List the agency mission statement. IF the program has a specific mission statement, list it also.

Current Agency Mission Statement

Mission: In collaboration with our community partners, the Boone County Prosecuting Attorney's office is committed to utilizing best practices in the pursuit of justice and the promotion of public safety. The office is dedicated to upholding the constitutional rights of crime victims in Boone County, ensuring that every victim is treated with dignity, compassion, and respect.

Brief History of the Program Project Agency

Provide a brief history of the Agency and the type(s) of victim services the agency provides.

The Boone County Prosecuting Attorney's office has a long history of serving victims of crime in our community. In collaboration with local law enforcement, social services, probation and parole and other ancillary service providers, the Boone County Prosecuting Attorney's Victim Response Team (VRT) has been a leader in providing victims with information about their rights, assistance accessing state and local resources, and offering support during the investigation and prosecution of their offenders.

The Boone County Prosecuting Attorney's office is responsible for the prosecution of criminal violations that occur within this jurisdiction. The office consists of 41 staff members, including the elected prosecutor, 13 assistant prosecuting attorneys (2 VAWA-funded domestic violence assistant prosecutors), 5 investigators, 3 victim specialists (1 VAWA funded & 1 VOCA-funded), 1 part-time case specialist (VOCA-funded), 1 restitution specialist and support staff. We have been providing services to crime victims and their families in Boone County with the support of VOCA funds since 1993. VAWA grant funds have been used to enhance services to victims of domestic violence since 1998.

Our Victim Response Team (VRT) is dedicated to addressing the needs of crime victims in Boone County. The victim specialists and the case specialist provide crisis intervention for victims of violent crimes - including sexual assault, domestic violence, parents of victims of child abuse and family members of homicide victims. The victim specialists and the case specialist also offer information about victims' rights and Crime Victims' Compensation (CVC), orientation to the criminal justice system, and support during the investigation, prosecution and disposition of criminal cases. When necessary, referrals are made to community-based service providers for additional case management, counseling, or long-term follow-up.

The Victim Response Team provides a secure victim waiting room, court accompaniment, and restitution management. We have an excellent volunteer program which utilizes students from the University of Missouri and other local educational institutions. We use a wide range of volunteers including social work and occupational therapy students, criminal justice majors, pre-law and law school students. Volunteers assist with a variety of direct victim service-related work. Social work student volunteers have been especially helpful to victims of domestic and sexual violence by assessing victim safety, educating victims and their families about the dynamics of victimization, and partnering with advocates in the community to coordinate care. Our volunteer program enables us to provide comprehensive services to crime victims while assisting volunteers in developing specialized, professional skills for future employment.

Our restitution specialist assists victims of property crimes - including burglary, property damage, identity theft, forgery, and fraudulent use of a credit/debit device. In addition to calculating restitution, the restitution specialist provides victims with information about the court process, their rights, emotional support and safety planning. Furthermore, she manages the payment and disbursement of restitution to victims following the disposition of cases.

In 2017 our office received a grant from the Office for Victims of Crime (OVC) to hold a 5k in honor of National Crime Victims' Rights Week. This was the second time we received funding to hold this event and it was a very successful project. We estimate around 400 people attended the race, 208 people registered in advance and many people registered on site. There were also over 50 volunteers including our community partners - the Columbia Police Department, Boone County Sheriff's Department, Boone County Sheriff's Department Explorer Post 2121, University of Missouri Police Department, Probation and Parole, Boone County Juvenile Office, Parents of Murdered Children, True North, Rainbow House, and Bikers Against Child Abuse.

As we look to the future, the Boone County Prosecuting Attorney's office will continue to strengthen partnerships with local agencies, departments, and organizations who serve crime victims and their families in Boone County. Members of VRT will continue to serve on the MAPA Best Practices-Victim Service Committee and the Missouri Victim Assistance Network (MOVA) in order to influence policies across the state affecting crime victims.

With ongoing VOCA funding, we can minimize trauma to victims of crime in Boone County. Our victim services staff can continue to educate victims about their rights, provide advocacy/case management services, and promote access to community resources. This request includes continued funding for the part-time case specialist and full-time victim specialist positions as well as specialized training for victim services and prosecution staff.

In addition, we are requesting funds for another full-time victim specialist position that has historically been paid for through VAWA STOP monies. Due to increasing investigative needs around domestic and sexual violence cases which fall outside Columbia's city limits, we plan to replace the victim specialist position with an in-house domestic and sexual violence investigator. This Victim Response Team member will conduct follow up with victims whose cases are generated by law enforcement referrals from the Boone County Sheriff's Department and smaller law enforcement agencies (i.e., Hallsville, Centralia, Ashland, Sturgeon, etc.) within the county.

Statement of the Problem

Statement of the Problem

This section must address the need for grant funds and the proposed project. Define the problem that the agency will be attempting to impact with the project for which funds are being requested. Be very specific and detailed and also relate this to the project goals and mission statement of the agency. Do not include every issue the Applicant Agency addresses, but only the one(s) that will be impacted by the use of the grant funds being requested. (Please note that the problem is NOT a lack of staff, counselors, equipment, etc. This is the result of the problem).

Since this is a competitive process for limited funds, document as extensively and as factually as possible the definition of the problem.

This section must justify the proposed services to be outlined in the Type of Program section.

This section should include relevant facts and local statistics on incidents of crime, the number of victims served during the past year - (two years, three years, etc.), existing resources, demographic and geographic specifications, etc. that document and support the stated problem.

Provide crime statistics for all areas served; do not provide global statistics, information must be specific to the service area.

The County Boone is located in the center of the state and the crossroads of major east-west and north-south highways. Columbia is the 5th largest city in Missouri. Columbia is the County Seat, and the City of Columbia covers 53.5 square miles. Demographics are of an urban, semi-urban and rural composition with a diverse ethnic population.

Population by race and gender for the **City of Columbia** for 2016 & 2017:

Gender:

Male 52,458
 Female 56,042
 Total 108,500

Ethnicity:

White	85,742	79%
Black/African American	12,217	11%
Asian	5,628	5%
Hispanic or Latino	3,729	3%
Two or More Races	3,327	3%
Some other race	1,155	1%
American Indian	362	Below 1%
Three or more races	262	Below 1%

The following lists the most recent demographics available for the **County of Boone**:

Year	2012	2013	2014
County Population	168,535	170,773	172,717
Population Growth	1.62%	1.33%	1.14%
Median Houshold Income	\$40,395	\$41,028	Information not available
County Unemployment Rate	4%	4.5%	4.1%

Ethnicity:

White Non-Hispanic 85%
 African American/Black 9%
 Asian/Pacific Islander 3%
 Other 3%

Gender:

Male 46%
 Female 54%

With the prosperity and growth of this community in the last decade has come a more volatile crime rate. As illustrated below, there has been a dramatic increase in felony crimes in Boone County over the past three years.

FELONIES & MISDEMEANORS FILED:

	2014	2015	2016
Misdemeanor	5499	5519	5494
Felony	1102	1437	1589
Total	6601	6956	7083

The number of misdemeanors has remained fairly constant over the past three years but the number and severity of felony crimes has escalated. Specifically, there has been an increase in the number of robbery, burglary, and gang/gun-related crimes. The demands placed on victims of felony cases are much greater than those in misdemeanor cases. Victims may be

required to testify in depositions and preliminary hearings. The case specialist and the victim specialists provide information, education, referral to community resources and emotional support that aids each victim in making an informed decision about participation in the criminal justice system. Often victims simply are not aware of the resources they available to them. The case specialist and victims specialists work with victims throughout the investigation, prosecuting and even after the disposition of the criminal case.

Members of the Victim Response Team reach out to victims within 48 hours of receiving the case referral from law enforcement. Victim Response staff conduct a preliminary safety and needs assessment with victims of violent crime. They also provide information about victims rights, Crime Victims' Compensation, and community resources. Staff also solicit input from victims regarding filing decisions and case outcomes. Managing victim expectations throughout the court process -- from initial receipt of the criminal investigation through its filing and disposition -- is critical to minimizing trauma. Facilitating active victim participation during the court process has been shown to assist with healing and recovery.

The Boone County Prosecuting Attorney's office Victim Response Team has been providing services to crime victims and their families with the support of VOCA funds since 1993. The continuation and expansion of this VOCA-funded project will ensure that crime victims receive up-to-date information about their case(s) as well as holistic and compassionate support to facilitate their restoration and recovery.

Type of Program

Methodology/Type of Program

Outline the services to be provided by this project. Give as much detail as possible about the proposed project.

Define what services will be provided through the grant project, who will provide these services, how will services be accessed and who will benefit from these services. Flow charts and chronological outlines are great, but must be supported by additional narrative description.

Agencies that primarily serve domestic and/or sexual violence victims will be required to comply with the Missouri Coalition Against Domestic and Sexual Violence (MCADSV) Service Standards & Guidelines. (These agencies will not be required to comply with the Missouri Department of Public Safety Crime Victim Services Unit (MoCSVU) Program Standards and Guidelines) In this section, agencies will need to explain how services are delivered in compliance with the MCADSV Standards. Please do not simply state the agency is in compliance! MCADSV Service Standards & Guidelines can be downloaded as a separate document from the DPS website.

All other agencies (those NOT primarily serving victims of domestic violence and/or sexual violence) will be required to comply with the new Missouri Department of Public Safety Crime Victim Services Unit (MoCVSU) Program Standards and Guidelines. (These agencies will not be required to adhere to the MCADSV Standards) In this section, agencies will need to explain how services are delivered in compliance with the MoCVSU Program Standards and Guidelines. Please do not simply state the agency is in compliance! MoCVSU Program Standards and Guidelines can be downloaded as a separate document from the DPS website.

All programs must follow the MOCVSU Code of Ethics.

A link of the MCADSV, CVSU Standards and Code of Ethics is included:

DV Standards

SV Standards

MoCVSU Standards

Code of Ethics

Identify in the narrative the following: project general purpose area, services to be provided by the project, who will provide services funded by the project, how services will be accessed, target population(s), HOW agencies comply with the referenced documents, how these relate to the goal and objectives as well as the agency mission statement, as well as any other information the agency wants the panel to consider.

Our 2017 VOCA grant request is to secure funding so that we can continue to employ our part time case specialist, our victim specialist currently funded through VOCA, and the opportunity to move our domestic violence victim specialist from our VAWA grant to this VOCA grant. We have been experiencing an increase in investigative needs around domestic and sexual violence cases which fall outside of Columbia's city limits. If we are successful in moving our domestic violence victim specialist to VOCA, in our 2018 VAWA grant application we plan to replace the victim specialist position with an in-house domestic and sexual violence investigator. This request also includes funding for specialized domestic violence training for our victim specialists and our domestic violence assistant prosecuting attorneys as well as specialized training in the area of child physical/sexual abuse-investigation, prosecution, and advocacy. Prosecuting Attorney staff - 2 assistant prosecutors and 3 victim specialists assigned to this caseload will attend the training.

The Victim Response Team (VRT) is dedicated to serving the needs of crime victims in Boone County. Service delivery is divided into two categories: Basic and Comprehensive. All victims of crime receive or have access to basic victim services. Comprehensive victim services are provided in cases where the level of trauma or severity of injury dictates a more sensitive, proactive, and hands-on approach to victim assistance. These services are also provided to those individuals who may have to testify at court proceedings, depositions, or at trial. Below is an outline and description defining the two categories of service provision.

BASIC VICTIM SERVICES

- Notification of case filing and victims' rights
- Notification of Crime Victims' Compensation and assistance filing claim
- Education regarding safety planning and community resources
- Assistance with restitution management
- Orientation to the judicial process
- Notification of case status
- Notification of case disposition and assistance with victim impact statement

Each new case file is reviewed by a designated member of VRT. Initial notification is made via written correspondence. Victims receive a packet with basic information (i.e., criminal charge, case number, assistant prosecuting attorney, and advocate) corresponding to the criminal case. Victims are also provided written notification of their rights and the county and statewide resources available to them. Upon receipt of an initial contact letter, the advocate provides a follow-up phone call to offer emotional support, clarify expectations and orient the victim to the criminal justice process. During the course of a prosecution, victims are given additional information about case status when requested. At the conclusion of a case, all victims receive written notification regarding the disposition.

Examples of cases requiring basic victim services are misdemeanor property damage, stealing or assault, peace disturbance, trespassing, forgery, and some traffic violations involving motor vehicle accidents. Typically these cases are assigned to a victim specialist, the restitution specialist or a trained volunteer.

COMPREHENSIVE VICTIM SERVICES

In addition to basic services, members of VRT provide:

- Provision of emotional support, individualized goal/action planning
- Collaboration with community resources and support
- Assistance accessing statewide, ancillary victim services
- Preparation for court appearance
- Support during court process or trial
- Follow-up advocacy services post-conviction

Most felony cases involve the provision of basic and comprehensive victim services. Initial victim contact is made via telephone. A victim specialist and/or case specialist facilitate a meeting with the victim and assistant prosecuting attorney assigned to the case. The purpose of the initial meeting is to gain insight into the victim's needs and expectations about the justice system and to help the victim make an informed decision about participating or not participating in a criminal

prosecution. In some cases, victims may require crisis counseling and safety planning. The victim specialists and/or case specialist provide information about community resources to increase their level of support and actively assist the victim in accessing these resources. They may also organize an action plan or goals to aid in the victim's healing and recovery. During the course of a prosecution, the victim specialists and/or case specialist may meet several times with the victim to assess their needs, provide ongoing support and information, and prepare the victim for court appearances or trial. During court proceedings, the designated victim specialist and/or case specialist are available to counsel and support the victim and their family. Even after the disposition of the criminal case, victims will continue to receive services from the Victim Response Team when requested. Post-conviction assistance involves providing victims with referrals to resources available through the Department of Corrections, Probation & Parole, and the Office of the Missouri Attorney General. In addition, the victim specialists and/or case specialist can help the victim prepare impact information for the Parole Board or designated probation officer or accompany them to parole hearings.

Examples of cases requiring comprehensive victim services are felony domestic and sexual assault, child physical/sexual abuse, vehicular assault and manslaughter, burglary, robbery, homicide and other felony offenses.

The Boone County Prosecuting Attorney's office offers services in compliance with MoCVSU Services Standards and Guidelines. Regarding organizational administration, the Boone County personnel policy manual contains policies that comply with employment law and prohibit discrimination. Confidential personnel files for paid staff and volunteers include criminal background checks with fingerprinting, written job descriptions, completed job applications, resumes, references and a signed confidentiality statement/volunteer agreement. The administrative manual for the Prosecuting Attorney's Office contains information about the daily operations of the office, safety/security procedures, and the provision of services by the Domestic Violence Enforcement Unit. The administrative manual contains written procedures on how our office will respond to non-English speaking persons as well as victims that are vision, hearing, and speaking impaired. Confidentiality guidelines outlined by MoCVSU are adhered to by staff and volunteers working with the Victim Response Team. All volunteers sign a confidentiality agreement. Documentation of service provision is maintained in a secure area only accessible to paid staff or authorized volunteers. The Boone County Prosecuting Attorney's Office uses Prosecutor by Karpel (PBK) case management software which maintains a confidential data collection and record-keeping system that allows only authorized victim services staff members to access victim information. This case management system allows for tracking toward program goals and objectives.

Regarding guidelines for training, all project staff members are expected to be familiar with and adhere to MoCVSU training curricula that addresses the historical context of domestic and sexual violence, the dynamics of abusive relationships, safety planning, and trauma-informed/coordinated response to victims. At a minimum, volunteers receive forty hours of observational training in the prosecutor's office and an additional twelve hours of domestic violence and sexual violence training is provided by True North women's shelter. Training is required for all personnel who provide direct services (i.e., crisis intervention, case management and court advocacy) to victims of domestic violence and their children. This includes a minimum of six hours of ongoing professional development/continuing education during the calendar year.

All members of the Victim Response Team are expected to adhere to the Missouri Department of Public Safety Code of Professional Ethics for Victim Service providers. Written policies regarding volunteer opportunities are available in the volunteer training manual, which is maintained and regularly updated by members of the Victim Response Team. Training is required for all personnel of the Victim Response Team who provide direct services (i.e., crisis intervention, case management and court advocacy) to victims of domestic violence and their children. Our victim specialists receive specialized training through the Missouri Victim Academy each year and take advantage of training opportunities through MCADSV whenever possible. In 2017, with the assistance of VOCA funding our domestic violence assistant prosecuting attorneys and our victim specialists were able to attend the EVAWI (End Violence Against Women International) conference in Orlando, Florida and the 11th Annual Family & Sexual Violence conference in Springfield, Missouri. We are requesting funding in this 2017 VOCA application to attend both of these conferences again in 2018 and the Family & Sexual Violence conference in 2019. Training on a national level brings a new perspective to issues regarding domestic violence and proved to be very valuable for our assistant prosecutors and victim specialists that were able to attend both conferences.

Services standards and guidelines for direct service provision are consistent with MoCVSU recommendations. Crisis intervention services are only offered by trained staff or volunteers and involve interactions designed to stabilize the victim's emotions, clarify issues and expectations and provide ongoing support and assistance. A critical aspect of case management and court advocacy service provision is minimizing further harm while helping the victim plan for his/her future. Members of the Victim Response Team must be familiar with community resources and maintain relationships with ancillary service providers in order to provide effective case management services. Coordinating services in a collaborative manner is a cornerstone of the Victim Response Team's service provision.

The Boone County Prosecutor's office meets and exceeds MoCVSU service standards and guidelines for court advocacy service provision. Civil and criminal justice information and support is provided to all identified crime victims. Volunteers providing court advocacy services must demonstrate proficiency in articulating justice system terminology and Missouri law as it pertains to domestic and sexual violence. Court advocacy services include the provision of written and verbal information about victims' rights, state and local resources that advocate on behalf of victims of crime, Crime Victims' Compensation, safety planning, etc. Victim services surveys are conducted in person, on-line by mail and email to ensure quality of services.

Proposed Service Area

Proposed Service Area

State the geographic area to be served by this project. Use cities, towns, counties, and/or locators (NE, SW etc), population totals, geographic details and geographically identifiable underserved populations that will be targeted.

Coordination of Services

Coordination of Services

Outline how the organization will coordinate activities of the project with others. If there are formal Memorandum(s) of Understanding (MOU's) in place, please attach current (within 3 yrs) and signed MOU's in "other attachments" and note in this section that they are attached. If there are informal agreements and operations, please describe in detail.

Coordination and communication with other service providers is active, ongoing and occurs on a daily basis. Timely communication between first responders and members of the Boone County Prosecuting Attorney's Office is critical in ensuring victims' safety, anticipating victims' needs/expectations, and holding offenders accountable. Members of law enforcement and True North (local advocacy and shelter program) contact the victim specialists on a daily basis to coordinate service provision. Because a criminal prosecution can take months, coordination with community-based advocates and counseling providers is essential for meeting the changing needs of victims and their families. Victim specialists collaborate with True North's DOVE advocate to ensure all victims have access and information about civil justice remedies (orders of protection) and safety planning. Often, the DOVE advocate will attend meetings between victims and prosecuting attorney staff to ensure that victims are given comprehensive support throughout the court process.

Members of the DOVE Unit play a vital role in the continued coordination of victim services in Boone County through training and ongoing education. Members of the DOVE Unit participate in annual collaborative training for local law enforcement. In addition, DOVE Unit members participate in volunteer training at True North as well as training for Sexual Assault Nurse Examiner (SANE) programs at local hospitals. Participants of these trainings include representatives from the three local hospitals, law enforcement agencies, psychiatric facilities, True North women's shelter, the University of Missouri, and other counseling and social service organizations.

The Columbia Police Department utilizes the Domestic Violence Workbook when responding to DV-related calls for service. This resource was created as a collaborative effort among DOVE Unit members. It provides a framework for the first responding officer when interviewing victims to assess lethality, gather history, and provide information about local resources.

Currently DOVE assistant prosecutors and the victim specialists attend regularly scheduled DOVE Unit meetings with members from the Columbia Police Department, the Boone County Sheriff's Department, Probation & Parole, Family Counseling Center, and True North women's shelter to review service provision protocols for battered women and to coordinate services for victims in active criminal investigations and prosecutions.

Strong collaborations also exist between members of the Boone County Prosecuting Attorney's office, Rainbow House (local child advocacy center), the Juvenile Office, the Children's Division and detectives from the Columbia Police and Boone County Sheriff's Departments. This multidisciplinary team meets monthly to discuss new and ongoing investigations of child physical/sexual abuse. This team also works with local healthcare providers and has created protocols outlining uniform response to child physical/sexual abuse allegations.

The VOCA-funded case specialist participates in all of the above-referenced collaborations. Both victim specialists (including the local match) are also members of the above-referenced multidisciplinary teams.

Funding for the specialized, multidisciplinary trainings we are requesting with this project will allow us to continue to work better as a team when responding to victims in our community.

Victim Compensation Assistance

Victim Compensation Assistance

*Describe the procedures used by the agency to distribute information on and provide assistance to crime victims with filing for victim's compensation funds. Please note that this is a **REQUIRED** component to receiving VOCA funds.*

How many applications did the agency assist with during the last year? (Not handed out but assisted)

Describe what procedures are used to complete this task?

Additionally, please provide the number of victims the agency assisted with MOVANS registrations for the last grant cycle. (if these statistics were not previously gathered, please begin doing so)

Victims' Compensation information is offered to every identified victim of crime in the Boone County service area. After a charge is filed, victims receive a letter outlining their rights and the services available to them. Included with this letter is information about the Crime Victims' Compensation program. The Victim Response Team plays an active role in aiding crime victims with their applications. Victim Response Team staff members assist the victim/claimant by securing documentation of expenses related to the crime, notarizing the application, and communicating with the Victims' Compensation Fund caseworker regarding the status of the claimant's application. After a claim has been awarded, the Crime Victims' Compensation Fund is listed in the Prosecuting Attorney's case file as a secondary victim. Defendants who receive probation are held accountable for the amount paid on the claim.

For the the 2015 fiscal year, the Crime Victims' Compensation Fund awarded \$99,970.75 to victims of crime in Boone County. During that time, the Victim Response Team assisted 30 applicants, and 22 of those applicants were granted awards through the fund. From July 1, 2014 through June 30, 2015 Boone County collected \$14,866.64 in restitution for the Crime Victims' Compensation Fund.

For the 2016 fiscal year, the Crime Victims' Compensation Fund awarded \$79,237.58 to victims of crime in Boone County. During that time, the Victim Response Team assisted 39 applicants, and 27 of those applicants were granted awards through the fund. From July 1, 2015 through June 30, 2016 Boone County collected \$18,540.81 in restitution for the Crime Victims' Compensation Fund.

Number of Victims to Be Served

Number of Victims to Be Served

Indicate the anticipated number of victims to be served by this VOCA funded project. Do not include the total number of victims served by the agency as a whole, but the number that will be served specifically by this particular project **during this project period.**

For victims of domestic and/or sexual violence break out the number of women to be served, men to be served, and children to be served separately.

These numbers should match what is listed on the "VOCA DATA FORM".

Give statistics from previous years to support your estimate. **The statistics should be based upon the grant cycle , not calendar year.**

If serving more than one county please break each county out separately and use whole numbers (Not Percentages).

Victims served projection for current grant cycle:

Victims served from October 1, 2015 - September 30, 2016 = 920

Victims served from October 1, 2016 - March 31, 2017 = 587

Estimate for victims to be served April 1 - September 30, 2017 = 600

Total estimated victims to be served from October 1, 2015 - September 30, 2017 = 2107

Based on the projected number of victims served in the current grant cycle and adding in the estimated victims to be served by the additional victim specialist for January 1, 2018 - September 30, 2019, the Boone County Prosecuting Attorney's office anticipates serving around 2800 victims in the next 2 year grant cycle.

Volunteers

Volunteers

Please detail the number of volunteers the agency currently has, the types of services (direct and non-direct) they provide and who supervises their activities.

Describe the procedures to recruit, screen and train volunteers used by your agency. Include the type of training to be provided, the number of hours of training volunteers receive, and the eligibility or qualification requirements for volunteers.

Also include a description of how volunteer time and activity will be tracked. If using the CVSU form, state as such, if the agency has a different method, please describe.

Please note that the use of volunteers in the provision of direct services by the applicant agency is required to receive VOCA funds; but the use of volunteer match on the VOCA grant is not required.

The University of Missouri - School of Social Work regularly refers bachelor and masters level students for volunteer placement. Each semester, the county-funded victim specialist supervises a student completing either a 400-hour or 800-hour fieldwork rotation with the Prosecuting Attorney's office Victim Response Team. Candidates are treated as job applicants and make a formal application, complete an interview, provide references, submit to fingerprinting and consent to a criminal background check. In addition, volunteers must sign a confidentiality agreement. Selected applicants are given a volunteer handbook for review. The volunteer training manual includes basic orientation information about the Boone County Prosecuting Attorney's office and it's staff, policies and procedures used in direct victim service provision, and samples of documentation related to criminal case files. Volunteers and students receive a minimum of 40 hours of observational training provided by Victim Response Team staff members and assistant prosecuting attorneys. In addition, volunteers also complete True North women's shelter volunteer training program and receive 12 hours of domestic and sexual violence training. Social work students complete a learning plan with their supervisor that includes goals related to the provision of direct victim services. During the final weeks of placement, students demonstrate proficiency in basic social work skills and most areas of direct victim service provision.

Each year a maximum of ten students are enrolled in the University of Missouri-School of Law Criminal Clinic. University of Missouri law students perform an average of 1800 hours of service on behalf of the Boone County Prosecuting Attorney's office. Law clinic participants review arrest reports, make personal contact with victims and witnesses, assess their needs and help them prepare for criminal proceedings. They are mentored by law school faculty and a designated assistant prosecutor. This experience enhances the students' legal education and allows them to receive valuable hands-on training in the criminal justice process.

During this grant cycle, the Prosecuting Attorney's office anticipates utilizing 10 volunteers to assist with the provision of direct victim services.

VOCA Goals and Objectives -New

Type of Service	VOCA Objectives	Objectives Percentages (%)
Criminal Justice Advocacy	_____ % of survivors will understand their rights as crime victims.	90
Criminal Justice Advocacy	_____ % of survivors will have access to information about community resources they might need in the future.	90

Criminal Justice Advocacy	_____ % of clients going through the court process will understand their role in the court procedure.	100
Criminal Justice Advocacy	Crime victim compensation forms will be accurately completed and filed for _____ % of survivors seeking compensation.	100
Criminal Justice Advocacy	_____ % of victims will have more ways to plan for their safety.	45

Evaluation Procedure

Evaluation Procedure

The evaluation component of the application should tie to the goal, program type and objectives as well as to the agency mission statement. Describe the process to be used to determine the effectiveness of the funded program and the effect of the program on the victims served, such as pre- and post-testing, surveys, client-satisfaction evaluations, etc (it is helpful to attach blank samples of these tools, if available). Explain how data is assessed, analyzed and used to improve services to victims. This must also include a description of the data to be collected, as outlined in the Program Description, to prepare any progress reports and/or final reports required by DPS. Keep in mind that any and all data should adhere to the confidentiality requirements of the grant.

Our goal is to provide support and direct services to victims of crime in Boone County as their cases move through the criminal justice system, to provide appropriate referrals to community resources, to assist with safety planning when appropriate and to help victims understand their rights and their role in the court process.

Evaluating progress toward program goals/objectives will be accomplished by tracking the feedback gathered from our victim services survey, soliciting verbal feedback from victims and by gathering data collected from our case management system.

Victim services surveys are mailed to all identified victims of crime at the disposition of the case. In our closing letter to victims, instructions outlining how to access this evaluation tool on our website is also provided. Our survey is available in Spanish and can be translated directly on our website. In an effort to increase the typically low response to our survey, members of our Victim Response Team email victims a link to the website to make it easier for them to find the survey and fill it out.

Project data from the surveys and our case management system are compared to previous years to help evaluate our services to victims of crime in Boone County. Copies of the survey in English and Spanish are attached to this application.

Our objectives will be evaluated as follows:

Objective #1 - Help survivors understand their rights as crime victims.

The victim services survey is one of the data sources for evaluation of this objective. Victims are sent a survey at the close of their case. The survey contains a questions inquiring whether the victim was provided with their rights and if the advocate assigned to their case helped them understand their rights. Surveys are also handed directly to the victim and emailed to the victim midway through their case in an effort to increase the number of surveys returned to our office.

Historically, the return rate of our surveys has been very low despite providing self-addressed stamped envelopes. To gain additional feedback the case specialist and victim specialists email the survey and elicit verbal feedback from the victims when they have in-person and phone communication. An affirmative response is the desired result.

•90% of the survivors will indicate that they were provided with their rights and their advocate helped them understand their rights.

Objective #2 - Help survivors increase their knowledge about community resources they may need in the future.

The victim services survey is one of the data sources for evaluation of this objective. The survey contains a question that inquires if the prosecutor's office provided them with information about community resources and how to access them. Again, due to the low rate of return, the case specialist and victim specialists email the survey and elicit verbal feedback from the victims when they have in-person and phone communication to gain additional information. An affirmative response is the desired result.

•90% of the survivors will indicate that they received information about available community resources and they increased their personal knowledge about the community resources available to them.

Objective #3 - Help clients going through the court process understand their role in the court procedure.

The victim services survey is one of the data sources for evaluation of this objective. The survey contains a question that inquires if the prosecutor's office provided them with information about the criminal justice system and if this

information improved their understanding of their rights/court process. Again, due to the low rate of return, the case specialist and victims specialists email the survey and elicit verbal feedback from the victims when they have in-person and phone communication to gain additional information. An affirmative response is the desired result.

- 100% of the survivors will indicate that they received information about the criminal justice process and understand their role in the criminal justice process.

Objective #4 - Help crime victims accurately complete Crime Victims' Compensation forms when appropriate.

Each year the Boone County Prosecuting Attorney's Office receives a letter from the Missouri Department of Public Safety, Crime Victims' Compensation unit. This letter is the data source for statistics regarding Crime Victims' Compensation claims received by DPS from the Boone County Prosecuting Attorney's Victim Response Team. It provides the total number of new claims made by Boone County, the number of claims paid and the total amount awarded by CVCF to victims in Boone County. It also provides the amount of restitution collected by Boone County recovered for CVCF.

An additional data source for evaluation Crime Victims' Compensation assistance is Karpel case management system (PBK). The case specialist and victim specialists record the services they provide to each victim they serve, and CVC is listed as a service so we can compare data for evaluation purposes. Reports may be generated for any time period.

- 100% of the survivors eligible to receive Crime Victims' Compensation will receive information about CVCF from the case specialist or victim specialists and assistance filling out the forms accurately.

Objective #5 - Help crime victims develop more ways to plan for their safety.

Karpel case management system (PBK) is the data source for evaluating this objective. The case specialist and victim specialists provide victims with a safety plan if appropriate when meeting with victims either in person or on the phone. Not all crime victims require a safety plan, however physical and emotional safety planning are routinely discussed -- especially in cases of domestic violence and other violent crimes. Safety planning is listed as a service in PBK, and the case specialist and victim specialists record this service so we can compare data for evaluation purposes. Reports may be generated for any time period.

Report of Success

Report of Success

In outline format, restate the goal, type of service and objectives from the current contract or the "VOCA Goals and Objectives" form.

After each type of service and objective listed, provide information regarding results attained from the beginning of current grant to date.

Please include all actual numbers along with the corresponding percentages (number of victims served, number of surveys sent out and returned, etc).

Attach any relevant documents supporting the success of this project.

Note: This component is applicable only to those proposals seeking continuation or expansion/enhancement of a project already being supported with VOCA funds.

GOAL: The goal of the Victims of Crime Act grant program is to support and aid victims of crime as they move through the criminal justice system, to provide them with the assistance and services necessary to speed their recovery from a criminal act, to assist any person in Missouri who has suffered, directly or indirectly, a physical, emotional, or personal loss as a result of a criminal act, and to coordinate with other community agencies to ensure continuity fo support for victims.

Objective #1 - 90% of survivors will understand their rights as crime victims.

VOCA Outcomes: During the 2 year grant cycle from October 1, 2015 - March 31, 2017 our case specialist and victim specialists served 1507 victims of crime. 100% of the victims received information on their rights in writing and/or in person. The case specialist and the victim specialists verified through verbal communication that each victim understood their rights. From October 1, 2015 through March 31, 2017 we received 29 surveys back from victims. 24 victims responded that they understood their rights, and 5 victims did not answer the question. 82.76% of the victims who responded to our survey said they understood their rights. We consistently have difficulty getting victims to respond to our survey. Recently we set up a special email box called VICTIMSFIRST. This email allows each advocate to send an email from the VICTIMSFIRST mailbox providing a direct link to our website to fill out the survey. With advancements in digital technology most victims have an email address they can access through their computer or cell phone. It is our hope that victims will be more inclined to fill out the survey if it's provided to them in this easy digital format.

Objective #2 - 90% of survivors will have increased knowledge about community resources they might need in the future.

VOCA Outcomes: During the 2 year grant cycle from October 1, 2015 through March 30, 2017 the case specialist and the victim specialists served 1507 victims of crime. Surveys were sent to 100% of the victims served. 29 surveys were returned to our office and 12 victims stated that they received information about community resources; 11 didn't answer the question at all, and 6 stated that they did not receive any information about community resources. 41.38% of the victims who responded to this question stated that they received information about community resources. The case specialist and the victim specialists through verbal communication verified that those victims needing referrals to community resources were provided with that information.

Objective #3 - 100 % of clients going through the court process understand their role in the court procedure.

VOCA Outcomes: During the 2 year grant cycle from October 1, 2015 through March 31, 2017 the case specialist and victim specialists served 1507 victims of crime. Surveys were sent to 100% of the victims served. 29 surveys were returned to our office and 21 victims stated that they understood their role in the criminal justice process; 7 didn't answer the question at and 1 said they didn't understand their role in the court procedure. 72.41% of the victims who responded to this question said they understood their role. The case specialist and the victim specialists, through verbal communication verified that each victim they worked with understood their role in the court process.

Objective #4 - Crime Victims' Compensation forms will be accurately completed and filed for 100% of survivors seeking compensation.

VOCA Outcomes: For the 2016 fiscal year July 1, 2015 through June 30, 2016, the Crime Victims' Compensation Fund awarded \$79,237.58 to victims of crime in Boone County. During that time, our Victim Response Team assisted 39 applicants, and 27 of those applicants were granted awards through the fund. The Boone County Prosecuting Attorney's office collected \$18,540.81 in restitution for the Crime Victims' Compensation Fund.

Objective #5 - 100% of crime victims develop more ways to plan for their safety.

VOCA Outcomes: During the 2-year grant cycle from October 1, 2015 through March 31, 2017 our case specialist and victim specialists served 1507 crime victims. 100% of the victims needing a safety plan received information and planning services from the Victim Response Team. Our case specialist and victims specialists through verbal communication verified that each victim understood their safety plan. 29 surveys were returned to our office. 14 victims stated that the question was not applicable; 7 stated that the victim specialist assisted them with a safety plan, 3 stated that they were not assisted with a safety plan and 5 did not answer the question at all.

Personnel

Name:	Title:	Position:	Employment Status:	Salary per Pay Period:	Number of Pay Periods:	% of Grant Funded Time:	Total Cost:	Local Match %:	Local Match Share:	Federal/State Share:
Amanda Douglas	Victim Specialist	Retained	FT	\$1,770.40	26.0	100.0	\$46,030.40	0	\$0.00	\$46,030.40
Amanda Douglas	Victim Specialist	Retained	FT	\$1,686.40	6.5	100.0	\$10,961.60	0	\$0.00	\$10,961.60
Amanda Douglas	Victim Specialist	Retained	FT	\$1,859.20	19.5	100.0	\$36,254.40	0	\$0.00	\$36,254.40
Jessica Watson	Victim Specialist	Retained	FT	\$1,816.00	6.5	78.29	\$9,241.35	100.0	\$9,241.35	\$0.00
Jessica Watson	Victim Specialist	Retained	FT	\$1,907.20	26.0	78.29	\$38,821.82	100.0	\$38,821.82	\$0.00
Jessica Watson	Victim Specialist	Retained	FT	\$2,002.40	19.5	78.29	\$30,569.74	100.0	\$30,569.74	\$0.00
Mark Koch	Victim Specialist	Created	FT	\$2,203.20	26.0	93.75	\$53,703.00	0	\$0.00	\$53,703.00
Mark Koch	Victim Specialist	Created	FT	\$2,313.60	19.5	93.75	\$42,295.50	0	\$0.00	\$42,295.50
William Haws	Case Specialist	Retained	PT	\$1,360.32	6.5	100.0	\$8,842.08	0	\$0.00	\$8,842.08
William Haws	Case Specialist	Retained	PT	\$1,428.48	26.0	100.0	\$37,140.48	0	\$0.00	\$37,140.48

William Haws	Case Specialist	Retained	FT	\$1,500.00	19.5	100.0	\$29,250.00	0	\$0.00	\$29,250.00
							\$343,110.37	\$78,632.91	\$264,477.46	

Personnel Justification

If personnel is included in the budget, provide justification for each position.

If the position is new (created), provide a description of the job responsibilities the individual will be expected to perform.

If the position exists (retained), provide a description of the job responsibilities and the experience and/or any certification the individual possesses.

If using Match in this section please identify who will be providing these funds and describe the source of the funds.

If a salary increase is included, address the type/reason for such increase, the percentage of increase, and the effective date of the increase.

If an increases and/or new line items are being requested, please explain why it is being requested and how the agency has paid for this expense in the past.

The Boone County Prosecuting Attorney's Office is requesting a continuation of VOCA funding for the salary of our case specialist, William Haws. Bill currently makes \$28.34/hour and we anticipate a 5% increase in 2018 which would make his hourly rate \$29.76/hour for January 1 - December 31, 2018. We anticipate another 5% increase in 2019 which would make his hourly wage \$31.25/hour for January 1 - September 30, 2019. Bill will work 312 hours from October 1 - December 31, 2017 @\$28.34/hour for a total of \$8,842.08. He will work 1248 hours from January 1 - December 31, 2018 @\$29.76/hour for a total of \$37,140.48, and he will work 936 hours from January 1 - September 30, 2019 for a total of \$29,250.00. The total amount we are requesting for William Haws for the two year grant cycle is \$75,232.56. Bill worked as an Investigator in the Boone County Prosecutor's office for 15 1/2 years before he retired and came back as our part-time case specialist. Prior to that he worked in Law Enforcement at the Columbia Police Department for 22 years. His experience and expertise have been invaluable to this office and victims of felony crimes. This is an existing position that we have been receiving funds for since 2010. This is a part-time, non-benefited position that focuses on victims of felony cases as well as underserved victims. Felony cases are more complicated, and the victims often require additional time and emotional support. The case specialist anticipates the victim's needs, provides for their safety and security while minimizing the traumatic impact of participation in the criminal justice system.

We are requesting a continuation of VOCA funding for the salary and benefits of our victim specialist, Amanda Douglass. Amanda currently makes \$21.08/hour and we anticipate a 5% increase in 2018 which would make her hourly rate \$22.13/hour for January 1 - December 31, 2018. We anticipate another 5% increase in 2019 which would make her hourly wage \$23.24/hour for January 1 - September 30, 2019. Amanda will work 520 hours from October 1 - December 31, 2017 @\$22.13/hour for a total of \$10,961.60. She will work 2080 hours from January 1 - December 31, 2018 @\$23.24/hour for a total of \$46,030.40, and she will work 1560 hours from January 1 - September 30, 2019 for a total of \$36,254.40. The total salary amount we are requesting for Amanda Douglass for the two year grant cycle is \$93,246.40. Amanda has a Bachelor's degree in Psychology with a minor in Criminal Justice from Truman State University-Kirksville, MO and a Masters in Criminal Justice from the University of Central Missouri-Warrensburg, MO. Amanda worked for the Department of Corrections as a Probation & Parole Officer for 12 years before coming to the Boone County Prosecuting Attorney's office in July 2016. This is an existing, full-time position assisting victims of domestic and sexual violence, victims of robbery, burglary and underserved victims of felony crimes. Amanda provides services to victims and their families by offering basic and comprehensive services to victims that aid in the healing and restoration of those affected by crime in Boone County. Comprehensive and basic services are detailed in the Type of Program section of this grant application.

We are also requesting additional VOCA funding for the salary of our domestic violence victim specialist, Mark Koch. Mark's position is currently funded through STOP VAWA funds. We are requesting that his position be shifted to the VOCA grant beginning January 1, 2018, so that we can use VAWA funds (historically allocated for Mark's position) to hire an in-house DV/SV investigator. Several years ago, the Boone County Sheriff's Department (a member of our Domestic Violence Enforcement (DOVE) Unit, gave up its VAWA-funded detective position because the department lacked the administrative capacity to manage grant reporting requirements. A VAWA-funded detective is desperately needed to provide follow up with DV/SV victims who are assaulted outside Columbia's city limits. Two VAWA-funded detectives are employed by the Columbia Police Department; however, there is no equivalent position to handle county cases or cases in smaller jurisdictions within the county (i.e. Ashland, Hallsville, Centralia, Sturgeon).

Mark currently makes \$26.23/hour and we anticipate a 5% increase in 2018 which would make his hourly rate \$27.54/hour for January 1 - December 31, 2018. We anticipate another 5% increase in 2019 which would make his hourly wage \$28.92/hour for January 1 - September 30, 2019. VAWA pays for 93.75% of Mark's salary. Mark will work 2080 hours from January 1 - December 31, 2018 @\$27.54/hour for a total of \$57,283.20 X 93.75% = \$53,703.00. He will work 1560 hours from January 1 - September 30, 2019 for a total of \$45,115.20 X 93.75% = \$42,295.50. The total salary amount we are requesting for Mark Koch for the two year grant cycle is \$95,998.50. Mark has a Bachelor of Science in Occupational Therapy from the University of Missouri-Columbia, and is a licensed Occupational Therapist. Mark worked as our victim specialist from 2001-2010 and left for a year to attend law school. He returned to our office

in 2011 as our part-time case specialist and began full-time as our domestic violence victim specialist in December 2012. Mark currently reviews all new domestic and sexual violence cases to identify victims, contacts and assists victims of domestic and sexual violence with problems related to the crime. He provides crisis counseling, assesses their needs, provides support and recommends and locates community resources for services. He provides services to victims and their families by offering basic and comprehensive service to victims that aid in the healing and restoration of those affected by crime in Boone County. Basic and comprehensive services are detailed in the Type of Program section of this grant application.

Personnel Benefits

Item:	Category:	Salary/Pre mium:	Percentag e/# of Periods:	% of Funding Requested :	Total Cost:	Local Match %:	Local Match Share:	Federal/St ate Share:
Amanda Douglass	Dental Insurance	\$35.00	3.0	100.0	\$105.00	0	\$0.00	\$105.00
Amanda Douglass	FICA/Medi care	\$838.56	6.5	100.0	\$5,450.64	0	\$0.00	\$5,450.64
Amanda Douglass	FICA/Medi care	\$135.44	26.0	100.0	\$3,521.44	0	\$0.00	\$3,521.44
Amanda Douglass	FICA/Medi care	\$142.23	19.5	100.0	\$2,773.48	0	\$0.00	\$2,773.48
Amanda Douglass	Dental Insurance	\$36.75	12.0	100.0	\$441.00	0	\$0.00	\$441.00
Amanda Douglass	Dental Insurance	\$38.60	9.0	100.0	\$347.40	0	\$0.00	\$347.40
Amanda Douglass	Medical Insurance	\$515.00	3.0	100.0	\$1,545.00	0	\$0.00	\$1,545.00
Amanda Douglass	Medical Insurance	\$540.75	12.0	100.0	\$6,489.00	0	\$0.00	\$6,489.00
Amanda Douglass	Medical Insurance	\$567.79	9.0	100.0	\$5,110.11	0	\$0.00	\$5,110.11
Amanda Douglass	Life Insurance	\$4.00	3.0	100.0	\$12.00	0	\$0.00	\$12.00
Amanda Douglass	Life Insurance	\$4.20	12.0	100.0	\$50.40	0	\$0.00	\$50.40
Amanda Douglass	Life Insurance	\$4.41	9.0	100.0	\$39.69	0	\$0.00	\$39.69
Amanda Douglass	CERF	\$25.00	6.5	100.0	\$162.50	0	\$0.00	\$162.50
Amanda Douglass	CERF	\$25.00	26.0	100.0	\$650.00	0	\$0.00	\$650.00

Amanda Douglass	CERF	\$25.00	19.5	100.0	\$487.50	0	\$0.00	\$487.50
Amanda Douglass	Workers Comp	\$2.36	6.5	100.0	\$15.34	0	\$0.00	\$15.34
Amanda Douglass	Workers Comp	\$2.48	26.0	100.0	\$64.48	0	\$0.00	\$64.48
Amanda Douglass	Workers Comp	\$2.60	19.5	100.0	\$50.70	0	\$0.00	\$50.70
Amanda Douglass	Long-Term Disability	\$7.25	6.5	100.0	\$47.13	0	\$0.00	\$47.13
Amanda Douglass	Long-Term Disability	\$7.61	26.0	100.0	\$197.86	0	\$0.00	\$197.86
Amanda Douglass	Long-Term Disability	\$7.99	19.5	100.0	\$155.81	0	\$0.00	\$155.81
					\$27,716.48		\$0.00	\$27,716.48

Personnel Benefits Justification

\$0.00 \$0.00 \$0.00

PRN Benefits Justification

Volunteer Match (18.00/hour rate)

Description of Service Provided:	Number of Volunteers:	Total Number of Hours:	Local Match Share:
			\$0.00

Volunteer Match Justification

On-Call Volunteer Match (18.00/hour rate)

Description of Service Provided:	Number of Volunteers:	Total Number of Hours:	Total Local Match:
			\$0.00

On-Call Volunteer Match Justification

Travel/Training

Item:	Category:	Unit Cost:	Duration:	Number:	Total Cost:	Local Match %:	Local Match Share:	Federal/State Share:
Registration Fee - 13th Annual Family & Sexual Violence Conference 2019 M. Ibrahim	Registration Fee	\$150.00	1.0	1.0	\$150.00	0	\$0.00	\$150.00

Registratio
 n Fee -
 13th
 Annual
 Family &
 Sexual
 Violence
 Conferenc
 e 2019 -
 Jessica
 Caldera

Registratio n Fee	\$150.00	1.0	1.0	\$150.00	0	\$0.00	\$150.00
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Registratio
 n Fee -
 13th
 Annual
 Family &
 Sexual
 Violence
 Conferenc
 e - Jessica
 Watson

Registratio n Fee	\$150.00	1.0	1.0	\$150.00	0	\$0.00	\$150.00
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Registratio
 n Fee -
 13th
 Annual
 Family &
 Sexual
 Violence
 Conferenc
 e - Mark
 Koch

Registratio n Fee	\$150.00	1.0	1.0	\$150.00	0	\$0.00	\$150.00
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Registratio
 n Fee -
 13th
 Annual
 Family &
 Sexual
 Violence
 Conferenc
 e -
 Amanda
 Douglass

Registratio n Fee	\$150.00	1.0	1.0	\$150.00	0	\$0.00	\$150.00
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Lodging Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - M. Ibrahim	Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
Meals - Per Diem Chicago, Illinois EVAWI Conferenc e - Amanda Douglass	Meals	\$74.00	5.0	1.0	\$370.00	0	\$0.00	\$370.00
Mileage - Round Trip - St. Louis Airport 34th Internation al Symposiu m on Child Abuse - 1 Vehicle Estimated Airfare - 34th Internation al Symposiu m on Child Abuse - Tracy Gonzalez	Mileage	\$0.37	224.0	1.0	\$82.88	0	\$0.00	\$82.88
	Airfare/Ba ggage	\$600.00	1.0	1.0	\$600.00	0	\$0.00	\$600.00

**Estimated
 Airfare
 34th
 Internation
 al
 Symposiu
 m on Child
 Abuse -
 Jessica
 Watson**

Airfare/Ba ggage	\$600.00	1.0	1.0	\$600.00	0	\$0.00	\$600.00
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**Estimated
 Airfare -
 EVAWI
 Conferenc
 e Chicago,
 IL - Mary
 Ibrahim**

Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
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**Estimated
 Airfare -
 EVAWI
 Conferenc
 e Chicago,
 IL Jessica
 Caldera**

Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
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**Estimated
 Airfare -
 EVAWI
 Conferenc
 e Chicago,
 IL Jessica
 Watson**

Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
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**Estimated
 Airfare -
 EVAWI
 Conferenc
 e Chicago,
 IL Mark
 Koch**

Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
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**Estimated
 Airfare -
 EVAWI
 Conferenc
 e Chicago,
 IL -
 Amanda
 Douglass**

Airfare/Ba ggage	\$350.00	1.0	1.0	\$350.00	0	\$0.00	\$350.00
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Registration Fee - 34th International Symposium on Child Abuse - Tracy Gonzalez	Registration Fee	\$519.00	1.0	1.0	\$519.00	0	\$0.00	\$519.00
Registration Fee - 34th International Symposium on Child Abuse - Jessica Watson	Registration Fee	\$519.00	1.0	1.0	\$519.00	0	\$0.00	\$519.00
Estimated Registration Fee - EVAWI Conference Chicago, IL Mary Ibrahim	Registration Fee	\$495.00	1.0	1.0	\$495.00	0	\$0.00	\$495.00
Estimated Registration Fee - EVAWI Conference Chicago, IL Jessica Caldera	Registration Fee	\$495.00	1.0	1.0	\$495.00	0	\$0.00	\$495.00
Estimated Registration Fee - EVAWI Conference Chicago, IL Mark Koch	Registration Fee	\$495.00	1.0	1.0	\$495.00	0	\$0.00	\$495.00

Estimated
Registration Fee -
EVAWI Registration
Conference Chicago,
IL Jessica
Watson

Registration Fee	\$495.00	1.0	1.0	\$495.00	0	\$0.00	\$495.00
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Estimated
Registration Fee -
EVAWI Registration
Conference Chicago,
IL Amanda
Douglass

Registration Fee	\$495.00	1.0	1.0	\$495.00	0	\$0.00	\$495.00
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Lodging
Per Diem -
Huntsville,
Alabama
34th
International
Symposium on Child
Abuse -
Tracy
Gonzalez

Lodging	\$91.00	4.0	1.0	\$364.00	0	\$0.00	\$364.00
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Lodging
Per Diem -
Huntsville,
Alabama
34th
International
Symposium on Child
Abuse -
Jessica
Watson

Lodging	\$91.00	4.0	1.0	\$364.00	0	\$0.00	\$364.00
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Lodging
Per Diem -
Chicago,
Illinois
EVAWI
Conference - Mary
Ibrahim

Lodging	\$222.00	5.0	1.0	\$1,110.00	0	\$0.00	\$1,110.00
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Lodging Per Diem - Chicago, Illinois EVAWI Conferenc e - Jessica Caldera	Lodging	\$222.00	5.0	1.0	\$1,110.00	0	\$0.00	\$1,110.00
Lodging Per Diem - Chicago, Illinois EVAWI Conferenc e - Jessica Watson	Lodging	\$222.00	5.0	1.0	\$1,110.00	0	\$0.00	\$1,110.00
Lodging Per Diem - Chicago, Illinois EVAWI Conferenc e - Mark Koch	Lodging	\$222.00	5.0	1.0	\$1,110.00	0	\$0.00	\$1,110.00
Lodging Per Diem - Chicago, Illinois EVAWI Conferenc e - Amanda Douglass	Lodging	\$222.00	5.0	1.0	\$1,110.00	0	\$0.00	\$1,110.00
Meals - Per Diem Huntsville, Alabama 34th Internation al Symposiu m on Child Abuse - Tracy Gonzalez	Meals	\$51.00	5.0	1.0	\$255.00	0	\$0.00	\$255.00

Meals - Per Diem Huntsville, Alabama 34th International Symposium on Child Abuse - Jessica Watson	Meals	\$51.00	5.0	1.0	\$255.00	0	\$0.00	\$255.00
Meals - Per Diem Chicago, Illinois EVAWI Conference - Mary Ibrahim	Meals	\$74.00	5.0	1.0	\$370.00	0	\$0.00	\$370.00
Meals - Per Diem Chicago, Illinois EVAWI Conference - Jessica Caldera	Meals	\$74.00	5.0	1.0	\$370.00	0	\$0.00	\$370.00
Meals - Per Diem Chicago, Illinois EVAWI Conference - Jessica Watson	Meals	\$74.00	5.0	1.0	\$370.00	0	\$0.00	\$370.00
Meals - Per Diem Chicago, Illinois EVAWI Conference - Mark Koch	Meals	\$74.00	5.0	1.0	\$370.00	0	\$0.00	\$370.00

Mileage - Round Trip - St. Louis Airport 34th EVAWI - 2 Vehicles	Mileage	\$0.37	2.0	224.0	\$165.76	0	\$0.00	\$165.76
Meals - Per Diem Chicago, Illinois EVAWI Conferenc e - Mark Koch	Meals	\$74.00	5.0	1.0	\$370.00	0	\$0.00	\$370.00
Estimated Registratio n Fee - 12th Annual Family & Sexual Violence Conferenc e - Mary Ibrahim	Registratio n Fee	\$125.00	1.0	1.0	\$125.00	0	\$0.00	\$125.00
Estimated Registratio n Fee - 12th Annual Family & Sexual Violence Conferenc e - Jessica Caldera	Registratio n Fee	\$125.00	1.0	1.0	\$125.00	0	\$0.00	\$125.00
Estimated Registratio n Fee - 12th Annual Family & Sexual Violence Conferenc e - Jessica Watson	Registratio n Fee	\$125.00	1.0	1.0	\$125.00	0	\$0.00	\$125.00

Estimated
Registration Fee -
12th
Annual
Family & Sexual
Violence
Conference - Mark
Koch

Registration Fee	\$125.00	1.0	1.0	\$125.00	0	\$0.00	\$125.00
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Estimated
Registration Fee -
12th
Annual
Family & Sexual
Violence
Conference -
Amanda
Douglass

Registration Fee	\$125.00	1.0	1.0	\$125.00	0	\$0.00	\$125.00
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Lodging
Per Diem -
Springfield,
MO 12th
Annual
Family & Sexual
Violence
Conference - Jessica
Caldera

Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
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Lodging
Per Diem -
Springfield,
MO 12th
Annual
Family & Sexual
Violence
Conference - Mary
Ibrahim

Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
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Lodging
 Per Diem -
 Springfield
 , MO 12th
 Annual
 Family & Sexual
 Violence
 Conferenc
 e - Jessica
 Watson

Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
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Lodging
 Per Diem -
 Springfield
 , MO 12th
 Annual
 Family & Sexual
 Violence
 Conferenc
 e - Mark
 Koch

Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
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Lodging
 Per Diem -
 Springfield
 , MO 12th
 Annual
 Family & Sexual
 Violence
 Conferenc
 e -
 Amanda
 Douglass

Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
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Meals Per
 Diem -
 Springfield
 , MO 12th
 Annual
 Family & Sexual
 Violence
 Conferenc
 e - Mary
 Ibrahim

Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00
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Meals Per
 Diem -
 Springfield
 , MO 12th
 Annual
 Family & Meals \$51.00 4.0 1.0 \$204.00 0 \$0.00 \$204.00
 Sexual
 Violence
 Conferenc
 e - Jessica
 Caldera

Meals Per
 Diem -
 Springfield
 , MO 12th
 Annual
 Family & Meals \$51.00 4.0 1.0 \$204.00 0 \$0.00 \$204.00
 Sexual
 Violence
 Conferenc
 e - Jessica
 Watson

Meals Per
 Diem -
 Springfield
 , MO 12th
 Annual
 Family & Meals \$51.00 4.0 1.0 \$204.00 0 \$0.00 \$204.00
 Sexual
 Violence
 Conferenc
 e - Mark
 Koch

Mileage -
 Springfield
 , MO 12th
 Annual
 Family & Mileage \$120.62 1.0 2.0 \$241.24 0 \$0.00 \$241.24
 Sexual
 Violence
 Conferenc
 e

Meals Per Diem - Springfield , MO 12th Annual Family & Sexual Violence Conferenc e - Amanda Douglass	Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00
Lodging Per Diem - 13th Annual Family & Sexual Violence Conferenc e 2019 - Jessica Caldera	Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
Lodging Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e - Jessica Watson	Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
Lodging Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - Mark Koch	Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00

Lodging Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019-A. Douglass	Lodging	\$91.00	3.0	1.0	\$273.00	0	\$0.00	\$273.00
Meals Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - Mary Ibrahim	Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00
Meals Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - J. Caldera	Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00
Meals Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - J.Watson	Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00

Meals Per Diem- Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - Mark Koch	Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00
Meals Per Diem - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019 - A. Douglass	Meals	\$51.00	4.0	1.0	\$204.00	0	\$0.00	\$204.00
Mileage - Springfield , MO 13th Annual Family & Sexual Violence Conferenc e 2019	Meals	\$120.62	1.0	2.0	\$241.24	0	\$0.00	\$241.24
					\$22,347.12		\$0.00	\$22,347.12

Travel/Training Justification

The meals and lodging costs are based on the GSA per diem rates. This grant application includes a request for funding to send our child abuse prosecutor, Tracy Gonzalez, and her victim specialist, Jessica Watson to attend the 34th International Symposium on Child Abuse in Huntsville, Alabama March 19-22, 2018. This symposium is presented by the National Children's Advocacy Center. The estimated registration fee for this conference is \$519.00 per person. The meals and lodging costs are based on the GSA per diem rates. Our estimated cost for airfare is based on current flights from St. Louis airport to Huntsville, Alabama using cheaptickets.com. We are requesting mileage to and from the St. Louis airport for one vehicle.

This grant application includes a request for funding to send our two domestic violence prosecutors, Mary Ibrahim and Jessica Caldera and our three victim specialists, Jessica Watson, Mark Koch and Amanda Douglass to the EVAWI (End Violence Against Women International) in Chicago, Illinois April 3-5, 2018. The registration fee is \$495.00 per person for early registration, and the estimated airfare cost is \$350.00 per person based on current flights from St. Louis airport to Chicago, Illinois using cheaptickets.com. The meals and lodging costs are based on the GSA per diem rates.

This grant application also includes funding to send our two domestic violence prosecutors, Mary Ibrahim and Jessica Caldera, and our three victim specialists, Jessica Watson, Mark Koch and Amanda Douglass to the Missouri Office of Prosecution Services 12th Annual Family and Sexual Violence conference in Springfield, MO in May 2018 and the 13th Annual Family & Sexual Violence Conference in May 2019. The registration fee for 2018 is \$125.00 per person for early registration based on the 2017 cost. A copy of the 2017 brochure is included in the attachments of this grant application. The meals and lodging costs are based on the GSA per diem rates. We are estimating a registration fee of \$150.00 for 2019. We will need two vehicles to transport all five people to and from the conference. It's 163 miles from Columbia to Springfield, 326 miles round trip @\$37/mile for a total of \$120.62 X two drivers = \$241.24 for mileage reimbursement. Mileage rates are based on the per diem provided by the State of Missouri Office of Administration's website oa.mo.gov. 2018 and 2019 rates are not available yet so we used 2017 rates for calculation purposes.

Equipment

Item:	Description:	Unit Cost:	Quantity:	Source of Bid:	% of Funding Requested:	Total Cost:	Local Match %:	Local Match Share:	Federal/State Share:
						\$0.00		\$0.00	\$0.00

Equipment Justification

Supplies/Operations

Item:	Basis for Cost Estimate:	Unit Cost:	Quantity:	% of Funding Requested:	Total Cost:	Local Match %:	Local Match Share:	Federal/State Share:
					\$0.00		\$0.00	\$0.00

Supplies/Operations Justification

Contractual

Item:	Basis for Cost Estimate:	Unit Cost:	Quantity:	% of Funding Requested :	Total Cost:	Local Match %:	Local Match Share:	Federal/State Share:
					\$0.00		\$0.00	\$0.00

Contractual Justification

Indirect Costs

Project Indirect Costs:	Indirect Type:	Indirect Rate:	Total Indirect Costs:	Local Match %:	Local Match Share:	Federal/State Share:
			\$0.00		\$0.00	\$0.00

Indirect Cost Justification

Totals

Personnel

Federal/State:	\$264,477.46
Match:	\$78,632.91
Total:	\$343,110.37

Personnel Benefits

Federal/State:	\$27,716.48
Match:	\$0.00
Total:	\$27,716.48

PRN Time

Federal/State:	\$0.00
Match:	\$0.00
Total:	\$0.00

PRN Time Benefits

Federal/State	\$0.00
Match:	\$0.00
Total:	\$0.00
Volunteer Match	
Match:	\$0.00
Total:	\$0.00
On-Call Volunteer Match	
Match:	\$0.00
Total:	\$0.00
Travel/Training	
Federal/State:	\$22,347.12
Match:	\$0.00
Total	\$22,347.12
Equipment	
Federal/State:	\$0.00
Match:	\$0.00
Total:	\$0.00
Supplies/Operations	
Federal/State:	\$0.00
Match:	\$0.00
Total:	\$0.00
Contractual	
Federal/State:	\$0.00
Match:	\$0.00
Total:	\$0.00
Indirect Costs	
Federal/State:	\$0.00
Match:	\$0.00
Total:	\$0.00
Totals All Cost Areas	
Total Federal/State All Cost Areas:	\$314,541.06
Federal/State Share Percentage:	80.0%
Match Total All Cost Areas:	\$78,632.91
Local Match Share Percentage:	20.0%
Total All Cost Areas:	\$393,173.97

Supplanting

I, as my agency's Authorized Official certify that any funds awarded through the Victims of Crime Act (VOCA) grant shall be used to supplement existing public funds for program activities and will not replace (supplant) public non-federal funds that have been appropriated for the purposes and goals of the grant.

Select box to certify understanding: **Yes**
Date Certified: **05/25/2017**

VOCA Data Form

Enter the Federal/State funds requested (Does not include match).

VOCA Funds Requested: **\$264,477.46**

Prorate the VOCA Funds Requested by putting the percentage by the types of victims to be served: (Please give your best estimates.) Please make sure your percentage comes out to 100%.

Domestic Violence %:	34.0%
Domestic Violence \$:	\$89,922.34
Child Abuse %:	2.0%
Child Abuse \$:	\$5,289.55
Sexual Assault %:	3.0%
Sexual Assault \$:	\$7,934.32
Total Underserved and Other %:	61.0%
Total Underserved and Other \$:	\$161,331.25
Total Percent:	100.0%
Total Amount:	\$264,477.46

Prorated Amounts and % of Underserved (\$ and % must equal \$ and % of Total Underserved and Other above): Please make sure your percentage comes out to 100%.

DUI/DWI Crashes %:	2.0%
DUI/DWI Crashes \$:	\$3,226.63
Survivors of Homicide Victims %:	3.0%
Survivors of Homicide Victims \$:	\$4,839.94
Assault %:	35.0%
Assault \$:	\$56,465.94
Adults Molested as Children %:	0%
Adults Molested as Children \$:	\$0.00
Elder Abuse %:	0%
Elder Abuse \$:	\$0.00
Robbery %:	29.0%

Robbery \$:	\$46,786.06
Other Violent Crimes %:	31.0%
Other Violent Crimes \$:	\$50,012.69
Total Percent:	100.0%
Total Amount:	\$161,331.25

Indicate the anticipated number of victims to be served by this VOCA funded project:

Total Victims of Crime: **2800**

Not including Hotline Calls

Indicate the anticipated breakdown of victims to be served, and the anticipated number of hotline calls and bed nights provided for this VOCA funded project.

Women:	0
Men:	0
Children:	0
Hotline Calls:	0
Bed-Nights:	0

Other Funding Sources

Source of Funding	Amount	Description of the Funding	Funding Period	Expenditures Covered by Funding
Boone County General Fund-Victim Witness Department	\$78,632.91	20% matching funds, taken from the salary of the Boone County funded victim specialist, Jessica Watson. Jessica is paid through the Boone County General Fund - Victim Witness Department	10/01/17-09/30/19	Boone County pays for the full salary and benefits of victim specialist, Jessica Watson. The 20% matching funds are taken from this full time position.
	\$78,632.91			

Risk Assessment

1. Does your agency have prior experience with the same or a similar grant program? **Yes**
2. Are there any findings in the most recent audit that pertain to this or a similar grant program? **No**

2. a. If there are findings in the most recent audit please describe findings.

100 Character Limit

3. Does the agency receive any direct Federal awards? **Yes**

4. Does the agency have new personnel that will be working on this subaward? **Yes**

4.a. If yes, who are the new staff and what are their positions?

Our domestic violence victim specialist will transfer from our VAWA grant to our VOCA grant. He is a long term employee of the Prosecutor's office.

5. Does the agency have new fiscal or time accounting systems? **No**

5.a. If yes, what system has changed?

Risk Assessment Completed By: **Bonnie Adkins - Office Administrator**

Enter name and title.

Date Risk Assessment Completed: **05/25/2017**

Audit Requirements

Date last audit was completed: **RubinBrown LLP St Louis, Missouri**

Date(s) covered by last audit: **01/01/2015-12/31/2015**

Last audit performed by: **RubinBrown LLP St Louis, Missouri 314-290-3300**

Phone number of auditor: **314-290-3300**

Date of next audit: **01/01/2017**

Date(s) to be covered by next audit: **01/01/2016-12/31/2016**

Next audit will be performed by: **RubinBrown LLP St Louis, Missouri**

Total amount of financial assistance received from all entities, including the Missouri Department of Public Safety, during the date(s) covered by your agency's last audit, as indicated above.

The Federal Amount refers to funds received directly from the Federal Government or federal funds passed through state agencies in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.

The State Amount refers to funds received directly from the State of Missouri, not including federal pass-thru funds, in the form of grants, loans, loan guarantees, property (including donated surplus property), cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, and other assistance.

Federal Amount: **\$874,593.00**

State Amount: **\$2,834,076.00**

Required Attachments

Attachment	Description	File Name	File Size	Type
A detailed copy of the agency's organizational chart (REQUIRED)	Organizational Chart - VOCA Grant 2017-2019	VOCAOrganizationalChart2017-2019.pdf	71.5 MB	pdf
Agency's procurement (purchasing) policy (if Applicable)	Boone County Procurement Policy - VOCA Grant 2017-2019	BooneCountyProcurementPolicy-VOCAGrant2017-2019.pdf	71.5 MB	pdf
Agency's mileage reimbursement policy (if Applicable)	Boone County Personnel Policy Manual - Section 4.6 Business Travel VOCA Grant 2017-2019	BooneCountyPersonnelPolicyManual-Section4.6BusinessTravelVOCAGrant2017-2019.pdf	71.5 MB	pdf
Job descriptions for personnel involved in this proposed project (REQUIRED)	proposed project (REQUIRED) Job Descriptions - VOCA Grant 2017-2019	VOCAJobDescriptions2017-2019Application.pdf	71.5 MB	pdf
Agency's most recent profit/loss statement			71.5 MB	
Your Agency Budget (Current) REQUIRED	Budget 2017	Budget2017.pdf	71.5 MB	pdf
Agency Budget (Past) REQUIRED	Budget 2015 & 2016	Budget2015&2016.pdf	71.5 MB	pdf
A list of your organization's Board of Directors (if Applicable)			71.5 MB	
Documentation of Nonprofit Status (if Applicable)			71.5 MB	
Letters of Collaboration (REQUIRED)	Memorandum of Agreement - 2017-2020	DOVEMOU-2017-2020.pdf	71.5 MB	pdf
Copy of Contractual Agreement to be used (if applicable)			71.5 MB	
Pay Stubs				Most recent pay stub requested personnel (if applicable)
		71.5 MB		Form 990
				Agency's most Recent Form 990 (if applicable)

	71.5 MB		Indirect Cost Rate Agreement, De Minimus Rate Documentation or Cost Allocation Plan (if applicable)	
	71.5 MB		Submit a copy of your agency's last financial audit or financial reports. (REQUIRED)	Boone County Audit 2015 2016 has not been completed yet
BooneCountyGovernmentAudit2015.pdf	71.5 MB	pdf	Personnel Policy Manual (REQUIRED)	Boone County Government Personnel Policy Manual

Other Attachments

File Name	Description	File Size
11thAnnualFamily&SexualViolenceConference2017Information&PerDiem.pdf	11th Annual Family & Sexual Violence Conference 2017 and Per Diem	3.6 MB
34thInternationalSymposiumonChildAbuseConference&PerDiem.pdf	34th International Symposium on Child Abuse Conference Information 2018	605 KB
EVAWIConference2018andPerDiem.pdf	EVAWI Conference Information 2018 and Per Diem	674 KB
VictimSurvey2017EnglishVersion.pdf	Victim Survey 2017 - English Version	918 KB
VictimSurvey2017SpanishVersion.pdf	Victim Survey 2017 - Spanish Version	1010 KB

Subgrant Organization Information

Subgrant Organization Name: **Boone County Prosecuting Attorney**

Subgrant Organization Address: **705 E. Walnut Street**

Subgrant Organization City: **Columbia**

Subgrant Organization State: **Missouri**

Subgrant Organization Zip: **65201**

Select if your entity is a type of government, agency, or organization.

Type of Entity: **Government Agencies**

Entity Designation: **Prosecutor**

If Other is selected in Entity Designation please describe:

Explanation of Other:

Point of Contact

Point of Contact Name: **Bonnie Adkins**
Point of Contact E-Mail Address: **badkins@boonecountymmo.org**
Point of Contact Phone Number: **573-886-4112**

Grant Details

Enter the Grant # if known.

Grant #:
Grant Amount: **\$343,110.37**
Project start date: **10/01/2017**
Project end date: **09/30/2019**

Purpose of the VOCA Subaward (check all that apply)

Purpose: **B.) Expand or enhance an existing project not funded by VOCA in a previous year**

Select all counties that cover the service area for this organization. The counties listed should match the counties listed in the organization's most recent VOCA application.

Service Area: **Boone**

Select if a match waiver was submitted.

Match Waiver: **No**

Check the category of service and subcategory that best identifies the types of services or activities that will be provided by the VOCA-funded project, as described below. Note: Report only those program activities that will be implemented with VOCA funds. Do not report services offered by another agency. The selections in this section should match the information in the organization's most recent VOCA application.

Check all that apply in the following sections:

Information & Referral
Personal Advocacy/Accompaniment
Emotional Support of Safety Services
Shelter/Housing Services
Criminal/Civil Justice System Assistance

Information & Referral

Information about the criminal justice process, Information about victim rights, how to obtain notifications, etc. , Referral to other victim service programs, Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)

Personal Advocacy/Accompaniment:

Law enforcement interview advocacy/accompaniment

Emotional Support of Safety Services

Crisis intervention (in-person, includes safety planning, etc.)

Shelter/Housing Services

Notification of criminal justice events (case status, arrest, court proceedings, case disposition, release, etc.), Victim impact statement assistance, Assistance with restitution (includes assistance in requesting and when collection efforts are not successful), Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness), Law enforcement interview advocacy/accompaniment, Criminal advocacy/accompaniment

Criminal/Civil Justice System Assistance

Notification of criminal justice events (case status, arrest, court proceedings, case disposition, release, etc.), Victim impact statement assistance, Assistance with restitution (includes assistance in requesting and when collection efforts are not successful), Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and with victim/witness), Law enforcement interview advocacy/accompaniment, Criminal advocacy/accompaniment

Annual Funding Amounts

Indicate the fiscal year of the subgrantee organization.

Explanation

Oct-Sept

July-June

Other, please define

Fiscal Year:

January-December

If other is selected in Fiscal Year explain below:

Explanation of Other:

Total budget for all victimization programs/services for this subgrantee.

The amount reported is for the current fiscal year. Include the subaward amount requested in this application.

Budget: **\$470,948.00**

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year.

Identify by source the amount of funds allocated to the victimization programs/services budget of the subgrantee agency.

Other Federal includes all federal funding except the subaward amount requesting in this application.

VOCA Subaward Amount: **\$244,468.00**

State/Territory: **\$0.00**

Local: **\$144,682.00**

Other Federal: **\$81,798.00**

Other Non-Federal: **\$0.00**

Enter the total number of paid staff for all subgrantee victimization programs and/or services. This is total number of paid full-time equivalent staff (FTE) for the current fiscal year.

Number of paid staff: **6.0**

Enter the number of FTE staff funded through this VOCA award (plus match) for subgrantee's victimization programs and/or services. Total number of the VOCA funded staff by FYE for the current fiscal year.

VOCA FTE staff: **2.5**

Enter the number of volunteer hours supporting the work of this VOCA award (plus match) for subgrantee's victimization programs and/or services. Total count of hours to be worked by all volunteers supporting the work of this VOCA subaward plus match.

Volunteer Hours: **1500.0**

Application Certified Assurances

To the best of my knowledge and belief, all data in this application is true and correct, the document has been duly authorized by the governing body of the applicant, and the applicant attests to and/or will comply with the following Certified Assurances if the assistance is awarded:

2017 VOCA Certified Assurances>

I am aware that failure to comply with any of the Certified Assurances and/or Confidential Funds Certifications, if applicable, could result in funds being withheld until such time that I, the recipient, take appropriate action to rectify the incident(s) of non-compliance.

I have read and agree to the terms and conditions of the grant. **Yes**

If No is selected please provide an explanation.

If No

Your typed name as the applicant authorized official, in lieu of signature, represents your binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application.

Title: **Presiding Commissioner**

Authorized Official Name: **Daniel Atwill**

Date: **05/25/2017**