

Special Instructions for Comprehensive Projects

Instructions for the Children Exposed to Violence (CEV) Progress Reporting Form

The following instructions are for grantees funded as Comprehensive Projects that are using CY grant funds for a) education and prevention strategies and b) direct advocacy and counseling services. These special instructions are designed to help CY Comprehensive Projects use the Children Exposed to Violence (CEV) progress reporting form to report applicable activities of the CY program.

Victim Services – Additional Data

**If the data are correctly reported without the use of an expanded template, please provide the following note in question 45 “The data reported in question 24, 25, and 29 are accurate as is.”*

Question 24

Please report any children or youth victims of **domestic violence** who were served, partially served, or not served, in the **dating violence** category. Then, please copy and paste the expanded template below into narrative question 45 with correct victimization data filled in.

Q24 Expanded Template:

DOMESTIC VIOLENCE

Served: X

Partially served: X

Not served: X

DATING VIOLENCE

Served: X

Partially served: X

Not served: X

Q. 24 Additional Data Example:

Provide any additional information that you would like us to know about the data submitted. (If you have any information that could be helpful in understanding the data you have submitted in this report, please answer this question. For example, if you submitted two different progress reports for the same reporting period, you may explain how the data was apportioned to each report; or if your CEV Program funds supported staff—e.g. victim advocates, child advocates, etc.—but did not report any corresponding services, you may explain why; or if you did not use program funds to support either staff or activities during the reporting period, please explain how program funds were used, if you have not already done so.)

Question 45

Q24 Expanded Template:

DOMESTIC VIOLENCE

Served: 25

Partially served: 2

Not served: 0

DATING VIOLENCE

Served: 5

Partially served: 1

Not served: 0

Question 25

If you provided services to youth victims of domestic violence, please report all **domestic violence** victims' relationships under the dating violence "unknown" category. Similarly, there is no space to report the "**current or former spouse or intimate partner of youth**" relationship for youth victims of sexual assault or stalking. Report these relationships in the "unknown" category of their respective victimizations.

Then, please copy and paste the expanded template below into narrative question 45 with correct victim relationship data filled in.

Q25 Expanded Template for Relationship to Offender by Victimization:

SEXUAL ASSAULT

Current or former spouse or intimate partner of parent/caregiver: X

Current or former spouse or intimate partner of youth: X

Family or household member: X

Current or former dating relationship of parent/caregiver: X

Current or former dating relationship of child/youth: X

Acquaintance: X

Stranger: X

Relationship unknown: X

DOMESTIC VIOLENCE

Current or former spouse or intimate partner of parent/caregiver: X

Current or former spouse or intimate partner of youth: X

Family or household member: X

Current or former dating relationship of parent/caregiver: X

Current or former dating relationship of child/youth: X

Acquaintance: X

Relationship unknown: X

DATING VIOLENCE

Family or household member: X

Current or former dating relationship of parent/caregiver: X

Current or former dating relationship of child/youth: X

Acquaintance: X

Relationship unknown: X

STALKING

Current or former spouse or intimate partner of parent/caregiver: X

Current or former spouse or intimate partner of youth: X

Family or household member: X

Current or former dating relationship of parent/caregiver: X

Current or former dating relationship of child/youth: X

Acquaintance: X

Stranger: X

Relationship unknown: X

Q. 25 Additional Data Example:

Provide any additional information that you would like us to know about the data submitted. (If you have any information that could be helpful in understanding the data you have submitted in this report, please answer this question. For example, if you submitted two different progress reports for the same reporting period, you may explain how the data was apportioned to each report; or if your CEV Program funds supported staff—e.g. victim advocates, child advocates, etc.—but did not report any corresponding services, you may explain why; or if you did not use program funds to support either staff or activities during the reporting period, please explain how program funds were used, if you have not already done so.)

Question 45

Q25 Expanded Template:

SEXUAL ASSAULT

Current or former spouse or intimate partner of parent/caregiver: 0

Current or former spouse or intimate partner of youth: 2

Family or household member: 11

Current or former dating relationship of parent/caregiver: 0

Current or former dating relationship of child/youth: 6

Acquaintance: 5

Stranger: 4

Relationship unknown: 0

DOMESTIC VIOLENCE

Current or former spouse or intimate partner of parent/caregiver: 0

Current or former spouse or intimate partner of youth: 25

Family or household member: 92

Current or former dating relationship of parent/caregiver: 0

Current or former dating relationship of child/youth: 0

Acquaintance: 0

Relationship unknown: 0

DATING VIOLENCE

Family or household member: 0

Current or former dating relationship of parent/caregiver: 0

Current or former dating relationship of child/youth: 48

Acquaintance: 0

Relationship unknown: 13

STALKING

Current or former spouse or intimate partner of parent/caregiver: 0

Current or former spouse or intimate partner of youth: 3

Family or household member: 0

Current or former dating relationship of parent/caregiver: 0

Current or former dating relationship of child/youth: 4

Acquaintance: 19

Stranger: 4

Relationship unknown: 1

Question 29

If you used CY Program funds to serve young adults (**age 18-24**), please report them in the **13-17 category** in question 29, under Age, along with all youth (age 13-17) you have served in that reporting period.

Then, please copy and paste the expanded template below into narrative question 45 with correct breakdown of age.

Q29 Expanded Template for Age:

Children/youth victims 0-12: X
Children/youth indirectly exposed 0-12: X
Children/youth victims 13-17: X
Children/youth indirectly exposed 13-17: X
Children/youth victims 18-24: X
Children/youth indirectly exposed 18-24: X
Children/youth victims Unknown: X
Children/youth indirectly exposed Unknown: X

Q. 29 Additional Data Example:

Provide any additional information that you would like us to know about the data submitted. (If you have any information that could be helpful in understanding the data you have submitted in this report, please answer this question. For example, if you submitted two different progress reports for the same reporting period, you may explain how the data was apportioned to each report; or if your CEV Program funds supported staff—e.g. victim advocates, child advocates, etc.—but did not report any corresponding services, you may explain why; or if you did not use program funds to support either staff or activities during the reporting period, please explain how program funds were used, if you have not already done so.)

Question 45

Q29 Expanded Template:

Children/youth victims 0-12: 0
Children/youth indirectly exposed 0-12: 25
Children/youth victims 13-17: 86
Children/youth indirectly exposed 13-17: 10
Children/youth victims 18-24: 84
Children/youth indirectly exposed 18-24: 0
Children/youth victims Unknown: 0
Children/youth indirectly exposed Unknown: 0

Prevention and Education Activities – Additional Data

The CEV progress reporting form does not include sections to report CY funded prevention and education activities. Please use the following instructions below to best capture these CY grant funded activities.

Question 44

If you used CY funds for prevention and education activities, do not answer the narrative question that appears on the form. Instead, please copy and paste the expanded template below into narrative question 44 with accurate data filled in.

Additionally, please describe all multi-faceted grant-funded prevention activities and events that you engaged in during the current reporting period. Please include activities such as community organizing or awareness, prevention strategies employed within school settings, media and other outreach efforts, public education events, and engaging men as mentors and role models.

Q44 Expanded Template for Prevention and Education Activities:

Total number of prevention and education events provided:

Total number of people educated:

Number of community members:

Number of parents:

Number of K-12 students:

Number of college students:

Number of educators/administrators:

Number of all other participants:

Q. 44 Additional Data Example:

Provide any additional information that you would like us to know about your CEV Program grant and/or the effectiveness of your grant. *(If you have other data or information that you have not already reported in answer to previous questions on this form that demonstrate the effectiveness of your CEV Program grant, please provide it below. Feel free to discuss any of the following: systems-level changes, community collaboration, the removal or reduction of barriers and challenges for children and victims/survivors, promising practices, positive or negative unintended consequences. Refer to separate instructions for a fuller explanation and examples.)* **Question 44**

Total number of prevention and education events provided: 55
Total number of people educated: 2,125
Number of community members educated: 500
Number of parents educated: 525
Number of K-12 students educated: 645
Number of college students: 220
Number of educators/administrators: 45
Number of all other participants: 190

Of the events we provided with grant funds, 20 were community events while 35 were workshops or school assemblies. One of our community awareness events was at the town's summer "block party" where we had a table and offered... Our workshops consist of 3 part in-school workshop series where we are able to spend multiple hours with each class of students we are educating....