

Grants to Support Families in the Justice System Program

VIOLENCE
AGAINST
WOMEN ACT

MEASURING
EFFECTIVENESS
INITIATIVE

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Who We Are

Our Mission

- Support OVW in tracking and measuring the work of VAWA grantees
- Provide technical assistance to VAWA grantees

**We are the experts on progress reporting so
you don't have to be!**

COVID-19 General Reporting Guidance

- **The progress report due date remains January 30, 2022**
 - Use narrative questions to discuss the impact of COVID-19 on grant supported activities
- **If you are unable to collect data for the report**
 - Do not estimate
 - Any numbers reported should have adequate source documentation
 - Use narrative fields to explain missing data or activities you are unable to quantify right now

COVID-19 General Reporting Guidance (Continued)

- **Do not use a future period's progress report to report activities that took place in July to December 2021**
 - Contact your OVW Program Specialist if data becomes available after you submitted the July-Dec 2021 report
- **Tips for validating the progress report if a data field should be blank but is giving a validation warning**
 - Enter "1" in any field which cannot remain blank
 - Then use question 79 to explain "*We entered 1 in question 62 in order to validate the form. The number should be deleted.*"

COVID-19 Reporting Guidance for Training

- **Tracking training attendees for events that were switched to online platforms**
 - Collect information on registrants' professional fields in online registration forms
 - Report webinar registration and participant numbers as people trained
- **Reporting events that were planned but later canceled due to COVID-19**
 - Describe training format changes and delayed or canceled events in the narrative questions of the form

Reporting Guidance for Policy Changes Related to COVID-19

- **For grant-funded policy changes that have been implemented as a result of the pandemic**
 - Use Section C4 Policies, narrative question 23, to describe the policy changes

COVID-19 Reporting Guidance for Victim Services Data

- **If you are experiencing data collection challenges related to victim services information**
 - Report missing demographic information in the “unknown” categories
 - Use the narrative fields to explain missing data and data collection challenges

COVID-19 Reporting Guidance for Narrative Questions

- Include words like “COVID-19” and “pandemic” when describing COVID-19 related adjustments to programing or when explaining incomplete or missing data

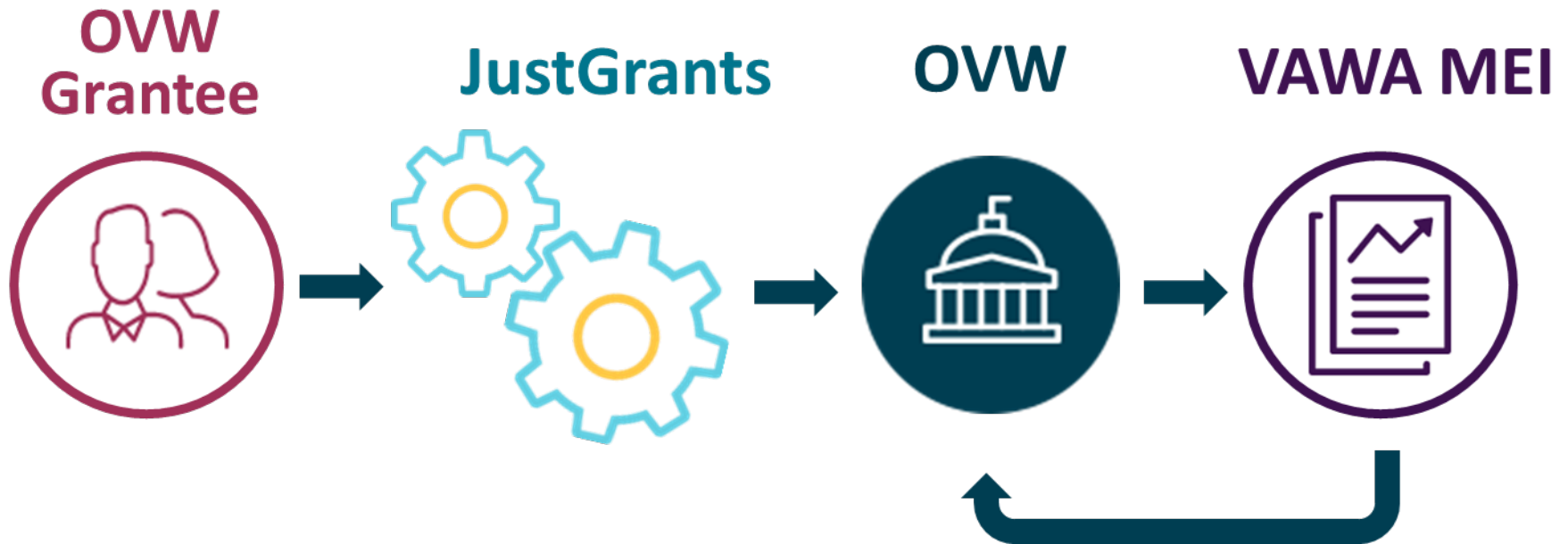
COVID-19 Resources

- **Office on Violence Against Women (OVW) guidance for grantees**
 - <https://www.justice.gov/ovw/resources-and-faqs-grantees#covid>
- **Futures Without Violence resource list**
 - <https://www.futureswithoutviolence.org/get-updates-information-covid-19/>
- **TA2TA COVID-19 resource hub**
 - <https://www.ta2ta.org/resources-and-information-on-covid-19-response.html>

VAWA MEI COVID-19 Resources

- **VAWA MEI COVID-19 FAQs and Contact Us Form**
 - <https://www.vawamei.org/tools-resources/faqs/category/covid-19-faqs/>
 - <https://www.vawamei.org/contact-us/>
- **Reporting in a Pandemic “Office Hours” recording**
 - <https://www.vawamei.org/tools-resource/reporting-in-a-pandemic-training-video/>
- **Crafting Narratives Webinar Video & Narrative Examples**
 - <https://www.vawamei.org/tools-resource/crafting-narratives-training-video/>
 - <https://www.vawamei.org/tools-resource/examples-of-grantee-narrative-data/>

The Reporting Cycle



Data Reporting Request from OVW

- OVW is looking to gather more information on what grantees find helpful or unhelpful in the training and technical assistance that is offered to them.
- OVW is encouraging grantees to use the additional information narrative question (question 78) to discuss the OVW-sponsored training and technical assistance they have received.

Your Data Matters!

- Your data directly communicates to OVW about the work you are doing and your successes and challenges
- Grantee data helps shed light on the scope of domestic and sexual violence – including trends, promising practices, and areas of need
- Grantee data contributes to performance measurement and is used for special data requests and the Attorney General's Reports to Congress

Section A1: Grant Information (1 of 3)

- **All grantees must fill out this section**
 - The form will not validate if this section is not filled out
- **Question 1**
 - Fill in the date you submit the report
- **Questions 2-4**
 - The reporting period is pre-populated. Enter the “Entity Legal Name” and federal grant number assigned to your OVW award.
- **Questions 5**
 - Provide information about the type of agency/organization administering the JFF Grant

Section A1: Grant Information (2 of 3)

➤ Question 5a

- If you checked “Court” in q.5, check the one answer that best describes the court receiving the JFF program grant

➤ Question 6

- Provide contact information for the person who knows the most about the day-to-day activities of the grant program
- This is who we will contact if we have questions about your report

➤ Question 7

- Identify if this grant specifically addresses tribal populations

Section A1: Grant Information (3 of 3)

➤ Question 8

- Check if the program administering the JFF program is or is not a faith-based organization

➤ Question 9

- Estimate the percent of grant funds directed to each area – you determine this each period
- Please note that the definitions of SA, DV, stalking and child sexual abuse are in the reporting form and separate instructions

Section A2: Staff Information (1 of 2)

- **Funded under the JFF grant**
 - Only report FTEs for staff whose salary is provided, fully or partially, by JFF funds (including staff time of contracted work)
- **Report by activity performed rather than job title**
 - If staff members fall into 2 or more categories, divide FTEs among applicable categories
- **Report to the second decimal (i.e., 1.00 FTE)**

Section A2: Staff Information (2 of 2)

- **Time should be pro-rated if necessary**
 - Such as when someone is part-time, was hired partway through the grant period, is a contractor, or is full-time but only partially funded by JFF program funds
- **Use of “Other” category**
 - Be specific and correlate each entry with FTE amount
 - Do not report “consultant” or “intern” in other since those do not describe the function of the position

A2 Staff: Calculating FTEs Guide

Calculations: based on 40 hours per week for 26 weeks or 1,040 working hours in a six-month reporting period

Worked 40 hours/week for 26 weeks = 1.00 FTE

Worked 20 hours/week for 26 weeks = 0.50 FTE

Worked 16 hours/week for 26 weeks = 0.40 FTE

Worked 10 hours/week for 26 weeks = 0.25 FTE

Worked 4 hours/week for 26 weeks = 0.10 FTE

FTE = hours worked in the 6-month reporting period, divided by 1,040

Staff Example I

Your JFF grant was used to fund a full-time program coordinator who spends 26 hours per week coordinating program activities, and 14 hours per week providing legal advocacy. What FTE(s) would you report?

Remember: Report by job function, not title

In this case, you would divide staff time by function. The correct FTE under “Program coordinator” would be 0.65 FTE (26 hours/40 hours) and “Legal advocate” would include 0.35 FTE (14 hours/40 hours).

Staff Example 2

Pro-rate FTEs for staff who work only part of the reporting period

The JFF Program grant you received funded a full-time trainer that was hired 2 months into the reporting period. In this case, you would need to pro-rate the FTE to reflect four months of the six-month reporting period. The correct FTE under “Trainer” would be 0.67 FTE (4 months/6 months).

Section B: Purpose Areas

- **All grantees must fill out this section**
 - The form will not validate if this section is not filled out
- **Question 11**
 - Refer to your grant proposal to check all that apply
 - Program Specialists must approve all changes to your purpose areas
- **Questions 12**
 - Priority areas vary by solicitation
 - Only fill out this question if you applied under a priority area

Section C I: Training

Training means providing information on SA, DV, stalking and child sexual abuse to professionals, or volunteers acting in the role of a professional, to improve their response to victims/survivors as it relates to their role in the system

- Do not report staff development of grant-funded staff in this section
- A training event can be a 30 minute meeting or class, or a three-day conference. An event is determined by each separate audience that attends.

Section C I: Training, Q I 3 and Q I 4

➤ Question 13

- Report the number of training events provided by grant-funded staff or directly supported by grant funds

➤ Question 14

- Report people trained in the professional category that most closely fits with their profession
- Do not report students here unless they are pre-professional

Section C I: Training, Q I 5 and Q I 6

➤ Question 15

- Check off all training content areas that apply

➤ Question 16

- This is required narrative question and should be used to describe the effectiveness of grant-funded training activities

Training Example

The JFF Program grant-funded trainer held **10** training events for attorneys, law students and legal service staff this reporting period. Your organization also supported **3** training events with other funds.

210 professionals attended the grant-funded training events. **45** professionals attended training events provided with other funds.

In this case, you would only report the 10 grant-funded trainings in q.13 and the 210 professionals that attended those trainings in q.14.

Common Training Reporting Discrepancies

➤ No Trainer FTE

- If training activities are reported, we typically expect to see trainer FTEs report in Section A2. Staff

➤ High number in single categories

- The other category is high without an accompanying narrative explanation

➤ Including non-professionals in the training section

- Survivors, community members, parents, and students who are not pre-professional should not be reported as trained

Section C2: Planning

Only complete this section if you are in the planning phase

➤ **Question 17**

- Indicate all planning activities that were conducted

➤ **Question 18**

- Describe the technical assistance activities that were provided by OVW-designated TA providers

➤ **Question 19**

- Use this optional narrative question to describe the effectiveness of grant-funded planning activities or technical assistance

Section C3: Coordinated Community Response

- **All grantees must fill out this section**
- **Question 20**
 - Provides a picture of the relationships your organization has with other agencies/organizations within your community and the frequency with which you interact with them
 - This should include all agencies and organizations, not just your project partners
- **Question 21**
 - Use this optional narrative question to describe the effectiveness of CCR activities

Section C4: Policies

➤ Question 22

- Report the protocols/policies completed during the reporting period that were supported by grant funds

➤ Question 23

- This is required narrative question

➤ Definitions

- **Develop:** to create a new policy or protocol
- **Substantially revise:** to make a significant amendment to an existing policy or protocol
- **Implement:** to carry out a new or revised policy or protocol as standard practice

Section C5: Products

➤ Question 24

- Report the products that were developed or revised using grant funds during the reporting period

➤ Definitions

- **Develop:** to create a new product
- **Substantially revise:** to make a significant amendment to an existing product

Section C6:Victim/Survivor Outreach, Information, and Referrals to Victim Services

➤ Questions 25

- Report the number of unsolicited letters, phone calls, or visits made to victims
- Victims/survivors reported here should not be reported in Section F unless they also received at least one service listed in q.68 or questions 70-73

➤ Question 26

- Report the type of information provided to victims

➤ Question 27

- Report the total number of victim referrals made by JFF program to both governmental and non-governmental services

Section D: Court-based Activities and Services (1 of 2)

- **If JFF funds were used for court-based activities and services, complete the applicable sections:**
 - D1. Data Collection/Case Coordination
 - D2. Specialized Courts or Dedicated Dockets Infrastructure and Activities
 - D3. Criminal Cases
 - D4. Civil Protection Orders
 - D5. Family Cases
 - D6. Court-Based Probation or Other Offenders/Respondent Compliance Monitoring
 - D7. BIP/Sex Offender Management

Section D: Court-based Activities and Services (2 of 2)

- **If a grantee uses funds for D2. Specialized Courts/Dockets, D3. Criminal Cases, D4. Civil Protection Orders, or D5. Family Cases, we would expect to see FTEs in at least one of these staff categories:**
 - Case/docket manager
 - Court clerk
 - Judge/judicial officer
 - Program coordinator (court-based)
- **If a grantee completes D6. Probation/Compliance Monitoring or D7. BIP/SOM, we would expect to see FTEs in these categories:**
 - Probation/compliance monitor (Section D6)
 - Batterer intervention program staff (Section D7)

Section D I: Data Collection/Case Coordination, Q28 and Q29

➤ Question 28

- Indicate what data collection tool/system/software was used for data collection and case coordination activities by checking all that apply

➤ Question 29

- Indicate the purpose of the data collection, communication, and/or coordination system by checking all that apply

Section D2: Specialized Courts or Dedicated Dockets Infrastructure and Activities, Q30 and Q31

➤ Question 30

- Indicate the types of cases and types of victimizations addressed by JFF program-funded specialized courts or dedicated dockets by checking all that apply

➤ Question 31

- Indicate the specialized court infrastructure or activities support by JFF program funds by checking all that apply

Section D3: Criminal Cases, Q32 and Q32a

➤ Question 32

- Report the dispositions of all SA, DV and/or stalking related cases resolved in your JFF Program funded court during the current reporting period
 - Cases involving multiple charges should be characterized by the most serious offense or charge
 - Cases should be characterized as sexual assault, domestic violence/dating violence, or stalking even if your state law uses other names for these offenses

➤ Question 32a

- Report the number of offenders ordered to BIP, SOM, or other offender treatment

Section D3: Criminal Cases, Q33 and Q34

➤ Question 33

- Report the criminal protection orders requested or granted by victimization and indicate whether they were imposed as a condition of bail, a deferred disposition, or as probation

➤ Question 34

- Report the number of offenders who cases were reviewed by the JFF program-funded court for compliance with conditions of probation or other court-ordered conditions
- Report the number of individual review hearings conducted for each offender, including all sessions

Section D3: Criminal Cases, Q35

➤ Question 35

- Report the total SA, DV, and/or stalking dispositions of violations of court orders during the reporting period.
- The violation does not have to have occurred during the reporting period, only the disposition

Section D4: Civil Protection Orders, Q36a, Q36b and Q37

➤ Questions 36a & 36b

- Report the civil protection orders requested or granted by type of victimization and indicate whether they were a temporary order and/or a final order
- If your court does not make the distinction by victimization, report the number of protection orders in 36b
- Do not report in both q.36a and 36b

➤ Question 37

- For the final protection orders reported in q.36a or 36b, report the number of orders receiving each of the specific categories of relief

Section D4: Civil Protection Orders, Q38 and Q39

➤ Question 38

- Report the post-judgement/post-adjudication judicial reviews of protection order conditions that are reviewing for compliance with terms/conditions

➤ Question 39

- Use this question to provide additional information on post-judgment/post-adjudication reviews of protection order conditions and process for handling protection order violations

Section D5: Family Cases

➤ Question 40

- Report the number of new and pending cases and number of hearings conducted in family cases

➤ Question 41

- Report the number of divorce/parental rights and responsibilities cases reviewed for compliance with terms/conditions of the original order

➤ Question 42

- Use this question to provide additional information on post-disposition enforcement actions/reviews of family cases

Section D6: Court-based Probation or Other Offender/Respondent Compliance Monitoring

➤ Question 43

- Indicate the number of offenders supervised or monitored by JFF program-funded staff during the current reporting period
- Report the number who were with and without violations

➤ Question 44

- Report the number of offenders who received each type of activity as well as the total number of contacts/reviews

Section D7: Batterer Intervention Program (BIP)/Sex Offender Management (SOM)

➤ Questions 45 & 46

- Report the number of offenders in the JFF program-funded BIP program (q.45) and/or SOM program (q.46) during the current reporting period

➤ Question 47

- Report the outcomes for the SA, DV, or stalking offenders in your program who completed the program, were terminated, or returned to the program after termination during the current reporting period

➤ Question 48

- Report the number of weeks batterers are expected to remain in the program to achieve successful completion

Section D8: Court-based Activities and Services Narrative

➤ Question 49

- If you completed any sections from D1-D7 you must select “yes” and discuss the effectiveness of your court-based activities and/or services funded or supported by your JFF program and provide any additional information you would like to share about those activities

Section E: Supervised Visitation and Safe Exchange Services (1 of 2)

- **To report a family in this section...**
 - They must have requested or accepted a service(s)
 - The service(s) must be JFF grant-funded
 - Families must have a situation involving sexual assault, domestic/dating violence, stalking or child sexual abuse

Section E: Supervised Visitation and Safe Exchange Services (2 of 2)

- **A family would not be reported in this section if they:**
 - Are seeking only non-JFF funded services
 - Did not accept any of the grant-funded services that were offered or recommended
 - Do not have situations involving domestic violence, dating violence, sexual assault, stalking, or child sexual abuse
 - Are not the parents/guardians of the child/ren

Section E: Supervised Visitation and Safe Exchange Services, Q50

➤ Question 50

- **Served:** received all of the JFF funded requested services
- **Partially served:** received some but not all of the JFF funded requested services
 - Including families that began services but one parent chose not to continue services
- **Not served:** received none of the JFF funded requested services
 - Including families in which one or both parents completed an intake and/or orientation but one party chose not to begin services

Section E: Supervised Visitation and Safe Exchange Services, Q5 I

➤ Question 51

- Report the number of new families served or partially served with JFF program grant funds during the current reporting period
- Do not report a family in this question if they received JFF funded services in a previous period

Section E: Supervised Visitation and Safe Exchange Services, Q52a, Q52b, Q52C and Q53

➤ **Question 52a**

- Report the number of families who were partially served due to one parent choosing not to continue services

➤ **Question 52b**

- Report the number of families not served due to one parent choosing not to begin services

➤ **Question 52c**

- Report the other reasons families seeking services were partially served (column 1) or not served (column 2)

➤ **Question 53**

- Report the number of families not accepted into the program and reasons

Supervised Visitation Example

During the current reporting period, your program provided JFF-funded supervised exchange services to 15 families. Of those 15 families, 2 families discontinued services because the non-custodial parent would no longer participate. Additionally, another family was not accepted into the program due to a conflict of interest.

Supervised Visitation Example (cont)

- 13 families in 50A-Served because they received all JFF-funded services requested.
- 2 families in 50B-Partially served because one parent chose not to continue services.
 - These two families would also be reported in 52a – Families partially served due to one parent; they would not be reported in 52c – Other reasons not served or partially served.
- 1 family as 50C-Not served because they were unable to receive the services requested.
 - The reason not served would be reported in 52c by checking “Not accepted into program – Not served” and in 53 by entering “1” into the “Conflict of interest” category.

Section E: Supervised Visitation and Safe Exchange Services, Q54

➤ Question 54

- Report the demographic information for each family member served or partially served

Ethnicity: total should equal the sum of q.50 A&B

Race: total should equal or be greater than the sum of q.50 A&B

Gender: total should equal the sum of q.50 A&B

Age: total should equal the sum of q.50 A&B

Other demographics: report to the best of your ability

Section E: Supervised Visitation and Safe Exchange Services, Q55, Q56 and Q57

➤ Question 55

- Report on the number of families who were counted as served and partially served in q.50A+B
- Count each family under one referral source and one type of victimization

➤ Question 56

- Report all of the issues identified for each family. Multiple victimizations and problems may be reported for each family

➤ Question 57

- Report the number of families receiving services and the number of times the services were provided

Section E: Supervised Visitation and Safe Exchange Services, Q58, Q59, Q60 and Q61

➤ **Question 58**

- Report the number of visits that were terminated during the current reporting period

➤ **Question 59**

- Report the number of safety and security problems that occurred during the current reporting period

➤ **Question 60**

- Report the number of families, by primary reason, whose services were terminated or completed during the current reporting period

➤ **Question 61**

- Use this optional narrative question to describe the effectiveness of supervised visitation services

Section F:Victim Services/Legal Services (I of 2)

- **Report all grant-funded victim services provided, whether by legal services, a victim service agency, or by staff providing victim services within law enforcement, prosecution, or the court system**
 - Victim Services - questions 62-69
 - Legal Services – questions 70-73

Section F:Victim Services/Legal Services (2 of 2)

- **Most of the data requested in this section is congressionally mandated**
 - Congress wants to know how many of the victims/survivors seeking services were served and how many could not be served
- **Provide information in this section that represents only those victims/survivors served and services provided with JFF Program funding**

Section F:Victim Services – When to Report a Victim/Survivor

- **To report a victim/survivor in this section:**
 - They must have requested or accepted a service(s)
 - The service(s) must be JFF grant-funded
 - The victim/survivor must be a primary victim of domestic violence, dating violence, sexual assault, stalking or child sexual abuse

Section F:Victim Services – When to Not Report a Victim/Survivor

- **A victim/survivor would not be reported in this section if the victim/survivor:**
 - Is seeking only services that are not funded with your JFF Program grant
 - Did not accept any of the grant-funded services that were offered or recommended
 - Is not a primary victim of domestic violence, dating violence, sexual assault, stalking, or child sexual abuse

Section F:Victim Services, Q62 (1 of 2)

➤ Question 62

- **Served:** received all requested services that are supported by JFF funds
- **Partially served:** received some but not all requested services that are supported by JFF funds
- **Not served:** received none of the requested services that are supported by JFF funds

Section F:Victim Services, Q62 (2 of 2)

➤ Question 62 continued

- Victims reported as served, not served or partially served are an **unduplicated** count and should be reported only **once in each reporting period** they receive grant-funded services
- Victims need to be reported under their **presenting victimization**, even if they have experienced more than one type of victimization

Section F:Victim Services, Q65

➤ Question 65

- Indicate the reasons victims/survivors were partially served, not served, or both
- Check all that apply
- Use of “other” almost always indicates the victim/survivor should have been reclassified or should not have been counted in this section

➤ Common reporting errors in “other”

- Victim did not return
- Victim refused services
- Services not provided by our program
- Could not locate victim

Section F:Victim Services, Q63

➤ Question 63

- Report the number of new victims/survivors served or partially served during the current reporting period
- Report all victims/survivors that you are serving for the first time using JFF Program funds during the current reporting period
- Do not report a victim/survivor in this question if they received JFF funded services in a previous period

Section F:Victim Services, Q64

➤ Question 64

- Report any additional types of victimizations for which a victim/survivor received JFF Program grant-funded services during the current reporting period
- Report in the row that corresponds to the victimization you reported in 62A and 62B – report the victim/survivor only once under each additional victimization
- Trafficking is an additional victimization in this question and is defined on the form

Section F:Victim Services, Q66

➤ Question 66

- Report the demographic information for each survivor
- Victims may be reported in more than one “race” category
- Total race needs to be equal to or greater than the total number of victims served and partially served (q.62A&B)
- Victims can only be reported once in the “ethnicity,” “age” and “gender” categories
- Total ethnicity, age and gender need to be equal to the total number of victims served and partially served (q.62A&B)

Section F:Victim Services, Q67

➤ Question 67

- Report the victims relationship to the offender(s) by type of victimization
- If a victim has experienced more than one type of victimization and/or was victimized by more than one perpetrator, report them under each applicable category, not just the primary victimization
- The total reported under each type of victimization should equal or be greater than the total of q.62A&B

Section F:Victim Services, Q68

➤ Question 68

- Report only the grant-funded services provided to victims reported in q.62A&B
- Count a victim once for each type of service they received (column 1) and then include the number of times they receive each grant-funded service (column 2)
- The total in any individual service category (column 1) should not be greater than q.62A&B (the total of served and partially served victims)

Section F:Victim Services, Q68 and Q69

➤ Question 68 continued

- Do not report safety planning, information, or referrals
 - OVW expects that all programs provide these basic services and they do not need to be reported
- Do not report intakes – this a procedure, not a service

➤ Question 69

- Report total number of requests for temporary and final protection orders, as well as those granted
- These are orders completed with grant-funded victim service staff

Section F: Legal Services

- Only answer questions 70-73 if your JFF Program funds supported an attorney and/or paralegal who provided legal services to victims/survivors during the current reporting period

Section F: Legal Services, Q70

➤ Question 70

- Report the total number of legal issues addressed by JFF Program-funded attorneys or paralegals during the current reporting period
- Count a victim once in each category of legal issues [A-K] for which they received services
- For B. Family law matters and G. Immigration matters, provide an unduplicated count of survivors who received assistance in one or more of the subcategories listed under each of those general categories
 - Then report the number of survivors who received assistance with each of the subcategories

Section F: Legal Services, Q71 and Q72

➤ Question 71

- Report an unduplicated count of the number of victims that received assistance with legal issues in q.70
- If they received assistance with more than one legal issue, count them only once here and report them in q.72

➤ Question 72

- Report an unduplicated count of the number of victims that received assistance with multiple legal issues
 - Consider all family law matters (B) as one category and all immigration matters (G) as one category

Section F: Legal Services, Q73 and Q74

➤ Question 73

- Report legal outcomes for all cases closed or issues resolved during the current reporting period for which services were provided by JFF Program-funded attorneys or paralegals
- Report the highest level of service or outcome achieved for each issue

➤ Question 74

- Use this optional narrative question to describe the effectiveness of victim services and/or legal services funded by the JFF grant

Section G: Narrative

- All grantees must fill out **Question 75** every time you report and **Questions 76 & 77** annually on the January to June reporting form
- **Questions 78 & 79** are optional
 - Use q.79 to provide any additional information about the submitted data, such as if you submitted two different reports for the same period or you needed to provide “dummy data” in a section in order to validate

Validating Your Form

Validate

Warning: JavaScript Window - Validation Error



The field 'Date of Report' (question #1) on page 1 must be filled in.

Would you like to correct this now?

If so, click Yes, otherwise, Click No, or to exit form validation, click Cancel.

Yes

No

Cancel



Warning: JavaScript Window - Reminder



A field in 'Staff FTE(s)' (question #9) on page 3 is greater than 9.99.

Would you like to review this now?

If so, click Yes, otherwise, Click No, or to exit form validation, click Cancel.

Yes

No

Cancel



Warning: JavaScript Window - Validation Success



Your form has been successfully validated and is ready for submission.

OK

Who do I call for help? (1 of 3)

- **If you have questions or need technical support with your JustGrants account**

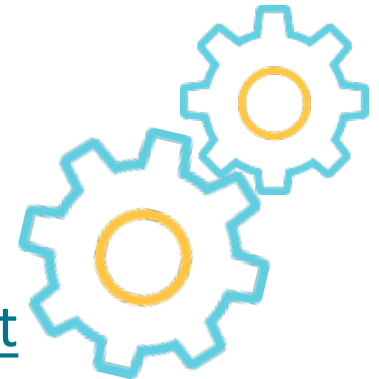
JustGrants OVW Support phone and email:

1-866-655-4482

OVW.JustGrantsSupport@usdoj.gov

JustGrants Support website:

<https://justicegrants.usdoj.gov/user-support>



Who do I call for help? (2 of 3)

- If you need to verify grant-supported activities
- If you need approval for products
- Cannot submit your progress report by the deadline

Please contact your OVW Grant Specialist!



Office on Violence Against Women

202-307-6026

<https://www.justice.gov/ovw>

Who do I call for help? (3 of 3)

- If you have questions on the content of the reporting form
- If you would like to receive technical assistance directly from staff via email or phone



VAWA Measuring Effectiveness Initiative

1-800-922-VAWA (8292)

vawamei@maine.edu

www.vawamei.org

Tips for Successful Data Reporting

- Read the grant-specific “Reporting Form Instructions” pdf found on our website
- Be specific if you use the “other” category
- Use optional narrative questions to discuss successes, provide more detail, or explain data
- Do not use acronyms or abbreviations
- Do not include extra documents as a way to report data

Give us a call and/or send us an email!