Introduction to OVW Semi-Annual Progress Reporting

VIOLENCE AGAINST WOMEN ACT | MEASURING EFFECTIVENESS INITIATIVE
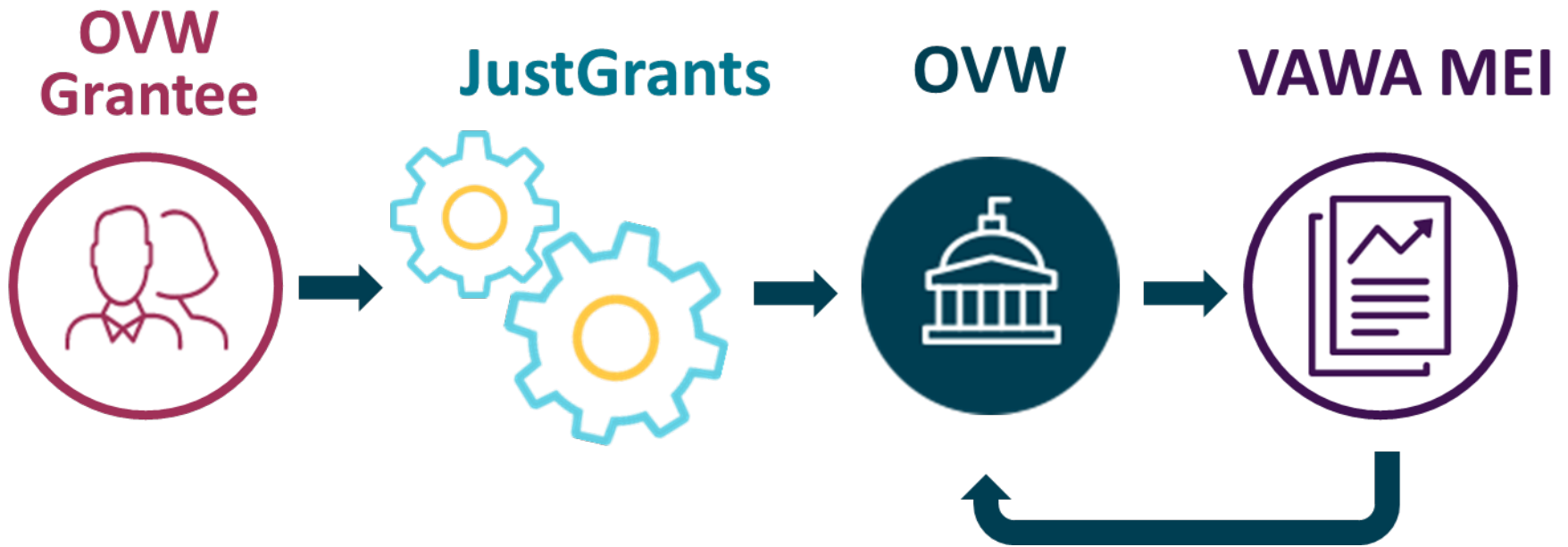
Who We Are

VAWA MEI's Mission:

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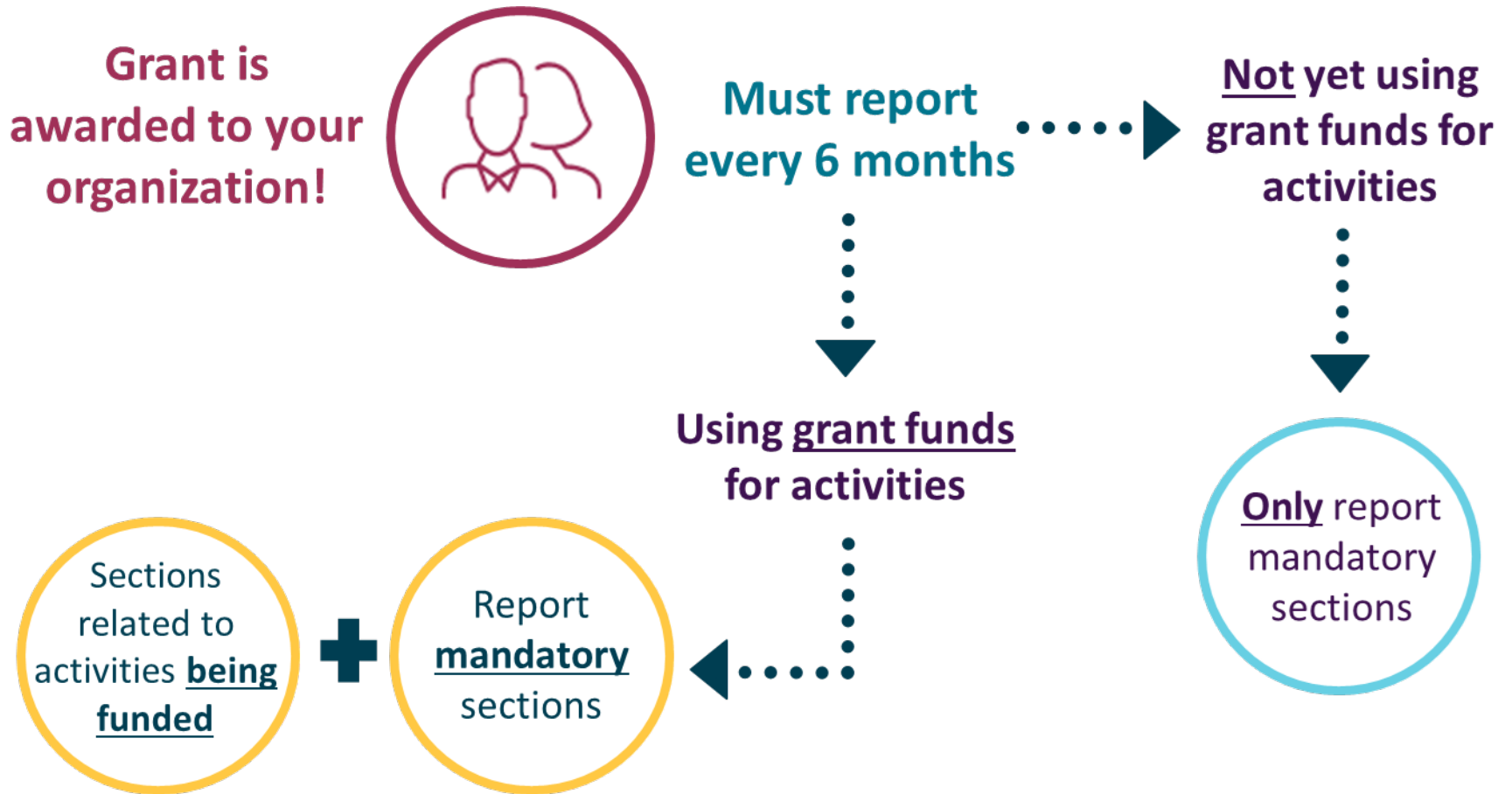- Provide technical assistance to VAWA grantees

Today's Training Plan

- Overview of the semi-annual reporting process and why your data matters

- Reporting guidance related to the pandemic

- Review available resources and how to ask for help

- Questions & Answers

The Reporting Cycle

OVW Grantee → JustGrants → OVW → VAWA MEI

How to Approach the Reporting Process

Grant is awarded to your organization!

Must report every 6 months

Not yet using grant funds for activities

Using grant funds for activities

Sections related to activities **being funded** ✚ Report **mandatory** sections

Only report mandatory sections

Your Data Matters!

➢ Your data directly communicates to OVW about the work you do.

➢ Grantee data helps shed light on the scope of domestic and sexual violence – including trends, promising practices, and areas of need.

➢ OVW uses grantee data to make requests for increased appropriations and to defend VAWA funding to decisionmakers.

Data Provides Answers to Questions…

What are grantees doing to address sex trafficking in their communities?

What has been the impact of changes to the LAV program on types of services provided and volume of services?

How many law enforcement officers are funded through OVW grants?

To what extent are OVW grantees using funds to staff Sexual Assault Nurse Examiner (SANE) programs?

How many grantees are using funds to support family justice centers?

Tips for Successful Data Reporting

➢ Only report on <u>OVW grant-funded</u> activities and staff

➢ Use narrative questions to discuss successes, provide more detail, or explain data

➢ Access our resources and recordings, one-on-one technical assistance, and other tools

COVID-19 General Reporting Guidance

➢ **If you are unable to collect data for the report**

- ■ Do not estimate
- ■ Any numbers reported should have adequate source documentation

➢ **Use narrative questions to discuss the impact of COVID-19**

- ■ Include words like "COVID-19" and "pandemic"
- ■ Use narrative fields to explain missing data or activities you are unable to quantify

COVID-19 General Reporting Guidance (Continued)

➢ **Do <u>not</u> use a future period's progress report to report activities that took place in the current reporting period**

➢ **To validate a 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 the final question to explain: "*We entered 1 in question 20 in order to validate the form. The number should be deleted.*"

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/

vawamei.org

Go to **vawamei.org** to access…

- Fillable progress reporting form PDF

- Reporting instructions

- FAQs

- Staff FTE Calculator

- Closed-captioned video about filling out each section of the progress report

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

➢ **If you have questions or need technical support with your JustGrants account**
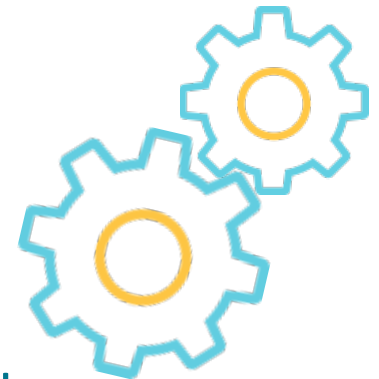
JustGrants OVW Support phone and email:
1-866-655-4482
OVW.JustGrantsSupport@usdoj.gov

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**

➢ **If you 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

Your Turn! Any Questions?

Thank you!

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