Tribal Governments Program:
Updates to the Progress Reporting Form

VIOLENCE AGAINST WOMEN ACT | **MEASURING EFFECTIVENESS INITIATIVE**

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OVW Tribal Governments Grant Program

We appreciate the opportunity to train with you and answer any questions you may have about the newly updated Tribal Governments Progress Reporting Form.

Research institution housed at the University of Southern Maine

Here at VAWA MEI our mission is two-fold:

- We collect, clean and analyze data from thousands of VAWA grantees nationwide.
- We support those grantees in completing their (complicated and occasionally confusing) grantee reports, via these webinars and direct technical assistance over the phone or by email.
- We are a TA provider. We are funded to help you! We are not JustGrants or OVW. Therefore, we do not monitor your grant but instead try to help make sure you are reporting your grant-funded activities as accurately as possible.

What we will cover today:

- Why it is important to fill out progress reports
- Where to download and submit your progress report
- Updates made to the Tribal Governments Progress Reporting Form
- Additional upcoming training opportunities

We will not be covering the whole progress report today. Instead, we will be reviewing the updates made to the Tribal Governments progress reporting form, which includes new questions and new ways of capturing grant-funded work.

Most of all, though, we want to know that if you are ever unsure of how to report an activity, or how to interpret a question, or need any help with your progress reporting form at all, that you can call us and we will be more than happy to help you.

Why is it important to fill out your progress report?

- As an OVW grantee, you are required to submit data on your program every six months

- Your chance to communicate with the Office on Violence Against Women (OVW)

- Understanding the scope of domestic and sexual violence – trends, promising practices, areas of need, etc.
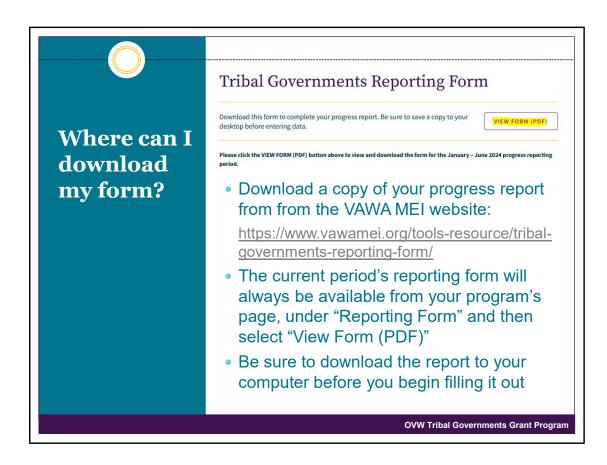
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It is your responsibility as a federal grantee to submit data on your funded program every six months.

In January and July of each year, grantees complete a semi-annual progress reporting form that is submitted as a PDF in the JustGrants System.

If you are late in submitting your report, or do not submit a report, your program funds will be frozen

This is your chance to communicate with OVW and let them know what grant funds have been used for during the 6-month reporting period.

Your data enables VAWA's effectiveness to be measured. OVW uses summary data reports to make requests for increased appropriations and to defend VAWA funding to decision-makers.

Where can I download my form?

Tribal Governments Reporting Form

Download this form to complete your progress report. Be sure to save a copy to your desktop before entering data.

[VIEW FORM (PDF)]

Please click the VIEW FORM (PDF) button above to view and download the form for the January – June 2024 progress reporting period.

- Download a copy of your progress report from from the VAWA MEI website:

  https://www.vawamei.org/tools-resource/tribal-governments-reporting-form/

- The current period's reporting form will always be available from your program's page, under "Reporting Form" and then select "View Form (PDF)"

- Be sure to download the report to your computer before you begin filling it out

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Where do I submit my report?

*Please note: A progress report is also called a performance report in the JustGrants system

- Submit your completed report by logging in to your JustGrants account.

- Your report will be submitted to JustGrants as a pdf attachment.

- If you need help with JustGrants, use the following resources:
  - JustGrants OVW Support phone: 866-655-4482
  - JustGrants OVW support email: OVW.JustGrantsSupport@usdoj.gov
  - JustGrants Support website: https://justicegrants.usdoj.gov/user-support

Successful Data Reporting Tips

- Go to **vawamei.org** to access…
  - Reporting instructions
  - Progress reporting form
  - Register for topical webinars in July

- Only report on the OVW Tribal Governments **grant-funded** activities and staff

- Use optional information questions to discuss successes, provide more detail, or explain data issues

- Give us a call! Send us an email!

- We offer one-on-one TA

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Form Revisions

- Revised to reflect changes made to the TG Program in the 2013 and 2022 reauthorization of VAWA, as well as changes OVW is implementing across all programs' forms to enhance the quality and utility of the data we collect from grantees.
- It is okay if you cannot fully answer all of the new questions for the January to June 2024 reporting period.
  - Do the best you can, and note any barriers to answering those questions in the narrative box at the end of the form.

- Sex trafficking was added to the four crimes that Tribal Governments grantees can address using their OVW funds. Sex trafficking categories have been added to applicable questions throughout the form.
- The number of data points has been cut in half. Many of the long lists of checkboxes on the previous form were replaced with narrative questions.
- The Training section was updated to capture information on Tribal Government program-funded pre-recorded training.
- The Education section was updated to capture information on Tribal Government program-funded public service announcements and social media content.
- The Shelter/Transitional Housing Assistance and Supervised Visitation subsections were significantly reduced.

2024 Form Update: Sex Trafficking

- VAWA 2013 added sex trafficking to the crimes that TG grantees can address using OVW funds
- Sex trafficking definition:
  - A commercial sex act induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age, and/or the recruitment, harboring, transportation, provision, or obtaining of a person for labor of services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

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Now you can report on activities related to addressing sex trafficking

Reporting Sex Trafficking

- Activities related to addressing sex trafficking can now be reported in Question 8. Percentage of funds used, as well as in the Victim Services and Criminal Justice sections
- Sex trafficking added to Victim Services Questions:
  - Question 36. Number of victims served, partially served, not served
  - Question 40. Number of secondary victims
  - Question 44. Victim relationship to offender

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Now you can report on activities related to addressing sex trafficking

Sex Trafficking: Criminal Justice Sections

- Case Investigations
  - Question 55. Case flow
  - Question 59. Enforcement of protection orders
- Tribal Prosecution
  - Question 63. Number of cases received, accepted, transferred or declined
  - Question 64. Disposition of cases
- Tribal Courts
  - Question 70. Disposition of criminal cases
- Tribal Probation/Offender Monitoring
  - Question 77. Number of offenders

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Now you can report on activities related to addressing sex trafficking in these questions in the criminal justice section

2024 Updates: New Questions & Revised Sections

- Section A1. General Grant Information
  - Question 7. Products and services in languages other than English – new question
- Section B. Question 10. Statutory purpose areas
- Section C. Function Areas:
  - Training and Community Education significantly revised
  - Minor updates made to other function area sections
- Section D. Victim Services and Section E. Criminal Justice System expanded to include sex trafficking, new questions added and others removed or revised

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Question 7 is new

Question 10 has revised purpose areas to choose from, updated to reflect the purpose areas added in the 2022 reauthorization

Training and education sections heavily revised

Section D. Victim Services and Section E. Criminal Justice System expanded to include sex trafficking, new questions added, previous questions removed, revised and renamed

Section C1. Training

- Question 12. People trained at live events
  - Replaces number of people trained question
  - Report the total number of people trained instead of reporting professionals by category

- Question 13. Most frequently trained
  - New question – report top three types of professionals trained

- Question 14. Topics discussed at live training events
  - Narrative question replaces previous "Training content areas"

Question 12 'people trained at live events' replaces old question, 'number of people trained' – this is a total, and does not ask for the number of people trained by category any more

New Training Questions

- Question 15. Funds for pre-recorded trainings
  - Report if funds were used to develop, create, or launch pre-recorded trainings
- Question 16. Pre-recorded trainings
  - Report the total number of pre-recorded trainings developed, created, or launched
- Question 17. Target audience and content
  - Describe the audience and content of pre-recorded trainings
- Question 18. Funds for post-training feedback
  - Report if funds were used to collect post-training questionnaires/evaluations for live or pre-recorded trainings
- Question 19. Findings/responses to post-training feedback
  - Describe finds and responses

Questions 15, 16 and 17 ask about pre-recorded trainings eg training videos

Questions 18 and 19 ask about post-training questionnaires/evaluations

Section C2. Community Education

- Question 21. Education events
  - Replaces previous "Outreach activities" question
  - Report the total number of live education events
- Question 22. Groups educated
  - Replaces previous "people educated" question
  - Check all that apply
- Question 23. Funds for PSAs or social media content
  - New question – report if funds were used to develop and post/share public service announcements and/or social media content
- Question 24. Target audience
  - New question – report the target audience for PSAs/social media content
- Question 25. Content of education activities

Question 25 is a narrative question replacing previous 'topic of education events'

Other 2024 Updates to Section C. Function Areas

- Question 26. CCR Activities
  - Revised table to have two columns of checkboxes
- Question 28. Types of organizations/agencies in which policies or protocols developed
  - Replaces previous question, "Types of policies or protocols developed, revised, or implemented"
- Question 29. Policies or protocols developed
  - Replaces optional additional information narrative question
- Question 30. Legislation and policies
  - New question – report activities related to the development of promotion of state, local, or tribal legislation and policies

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Section C. Function Areas Continued

- Question 31. Products and Codes
  - Narrative question replacing previous products table
- Question 33. Purpose of data collection and communication systems
  - Narrative question replacing previous "Purpose of data collection and communication systems"
- Question 34. System Improvement
  - Revised table to have only one column of checkboxes
  - Added 'Fatality review' and 'Language access plans'
- Question 35. System improvement activities
  - New narrative question

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Updates to Section D1. Victim Services/Legal Services

- Question 37. Multiple victimizations
  - New question – report the number of victims who received services for more than one type of victimization
- Question 38. Additional victimization
  - New question – report the additional types of victimizations victims received services for
- Question 39. Funds for multiple victimizations
  - New question – describe how funds were used to serve victims
- Question 40. Secondary victims served
  - Replaces previous "Services provided to children" question

Secondary victims are all people who were indirectly affected by domestic/sexual violence of a primary victim served, eg children, siblings, spouses etc

Section D1. Victim Services/Legal Services

- Question 41. Reasons not or partially served
  - Addition of "Insufficient or lack of services for people who are D/deaf or hard of hearing" category

- Question 42. Reasons for non-service
  - New narrative question – describe why grant-funded services could not be provided, including barriers to providing services and impact on victims

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Question 43. Demographics

- Race:
  - Addition of "Middle Eastern or North African" and "People of a race, ethnicity, or origin not listed"
- Gender:
  - Addition of "Transgender," "Non-binary or non-conforming," "Two-spirit," and "A gender not listed"
- Age:
  - "13-17" category changed to "11-17"
- Other Demographics:
  - Addition of "People who are lesbian, gay, bisexual, transgender, or queer (LGBTQ)," "People who are D/deaf or hard of hearing," and "People who are immigrants/refugees/asylum seekers"

Additional Updates to Victim Services/Legal services

- Question 45c. Hotline support, information, and referral
  - Addition of "Calls from victims" category
- Question 46. Protection orders
  - "Number of protection orders requested" category removed
- Question 49. Legal issues
  - "Pending" and "New" cases have been combined into one "Number of victims receiving legal assistance"
  - Addition of "Number of cases closed or issues resolved" column, instead of separate question

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If your program uses Tribal Governments program funds for supervised visitation and safe exchange, please review this section and the accompanying instructions carefully, and please do not hesitate to call VAWA MEI if you have any follow-up questions or want to talk it through

Other Updates to Section D. Services to Victims/Survivors and Families

- Shelter/Transitional Housing Assistance subsection was removed
  - Grantees no longer need to report housing units or housing assistance
  - The number of victims, dependents, and total bed nights should be reported in Question 45b. Shelter services
- Section D2. Supervised Visitation has been heavily revised
  - Greatly reduced the questions in Section D2
  - Report the number of families served, the reasons for non-services, and the grant-funded services they received

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Section E1. Case Investigations

- Question 55. Case flow
  - Replaces Law Enforcement Activities question
  - Report law enforcement activities by primary victimization
- Question 56. Cases reviewed
  - New question – report the number of cases reviewed by supervisors for quality control and appropriate charges
- Question 57. Sexual assault kits
  - New question – report the number of sexual assault kits transferred, submitted, and/or processed
- Question 58. Assistance with protection orders
  - Replaces previous protection orders question
  - Report the number of temporary and final protection orders granted

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Previously titled "Law Enforcement"

Section E1. Case Investigations Continued

- Question 59. Enforcement of protection orders
  - New question – report the number of protection orders served and arrests for violations of protection orders
  - This information was previously collected in the Law Enforcement Activities question
- Question 60. Information provided
  - New question – replaces referrals to victim services question
  - Report types of information provided to victims with law enforcement program funds
- Question 61. Funds to support victims through criminal justice systems
  - New narrative question – describe how funds were used by law enforcement to support victims

Section E2. Tribal Prosecution

- Question 63. Number of cases received, accepted, transferred or declined
  - Revised categories: "Transferred to higher or lower court outside the grant-funded jurisdiction" and "Referred to federal prosecution"
- Reasons for declining cases question removed
- Question 64. Disposition of cases
  - "Number convicted" combined into one category; "Violation of bail" and "Violation of probation" added to "Violation of other court order" category

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Section E2. Tribal Prosecution (cont.)

- Question 66. Information provided
  - New question – replaces referrals to victim services question
  - Report types of information provided to victims with Prosecution program funds
- Question 67. Prosecutor assistance with protection orders
  - Removal of "Number of protection orders requested" category
- Question 68. Funds to support victims through criminal justice system
  - New question – describe how funds were used by prosecutors to support victims

Section E3. Tribal Courts

- Previous "Criminal Cases" question removed
- Question 70. Disposition of criminal cases
  - "Violation of bail" and "Violation of probation" categories added to "Violation of other court order" category
- Previous "Dispositions of violations" question removed
- Question 72. Information Provided
  - Replaces referrals to victim services question
  - Report types of information provided to victims with Court program funds

Section E3. Tribal Courts Continued

- Question 73. Civil protection orders
  - Removed "Number of protection orders requested" category
- Question 74. Criminal protection orders
  - Removed "Requested" category
- Question 75. Funds to support victims through criminal justice system
  - New question – describe how funds were used by the courts to support victims

Section E4. Tribal Probation/Offender Monitoring

- Question 77. Number of offenders
  - "Number of continuing offenders" and "Number of new offenders" combined into "Number of offenders monitored" category
  - "Without violations" and "With violations" combined into "Number who completed probation"
- Question 78. Monitoring activities
  - Added "Electronic monitoring" category
  - Removed "Outreach to victims"
- Question 79. Disposition of probation violations
  - All violation categories combined into "Number of dispositions" category
  - "Partial revocation" and "Probation revoked/incarcerated" categories combined into "Revocation of probation" category

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Section E4. Tribal Probation/Offender Monitoring Continued

- Question 80. Information provided
  - Replaced referrals to victim services question
  - Report types of information provided to victims with probation and parole program funds
- Question 81. Funds to support victims through criminal justice system
  - New question – describe how funds were used by probation and parole to support victims

Section E5. Abuser Intervention Program

- Section name changed, previously "Batterer Intervention Program (BIP)"
- Question 83. Offenders in program
  - "Number of continuing offenders" and "Number of new offenders" have been combined into "Number of offenders"
- Removed "Length of BIP in weeks" question
- Question 85. Program model
  - Replaced optional additional information question
  - Describe the model of the funded intervention program

Additional Training Opportunities

Upcoming Topic-Specific Webinars:

- Introduction to Semi-Annual Progress Reporting - July 8 at 2 pm ET
- Victim Services - July 9 at 2 pm ET
- Calculating FTEs - July 10 at 2 pm ET
- Crafting Narratives: Telling the Stories Behind Your Data - July 17 at 2 pm ET

Register online at vawamei.org!
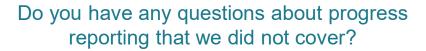
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Intro registration link: https://www.vawamei.org/training/webinar-intro-to-progress-reporting/

Victim Services registration link: https://www.vawamei.org/training/webinar-victim-services/

FTEs registration link: https://www.vawamei.org/training/webinar-calculating-ftes/

Narratives registration link: https://www.vawamei.org/training/crafting-narratives-webinar-telling-the-story-behind-your-data-january/

Questions and Answers

Do you have any questions about progress reporting that we did not cover?

If so, please type them into the chat now!

Thank you!

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