

**RESOLUTION AUTHORIZING THE FILING OF A GRANT APPLICATION FOR VOCA AND SVAA GRANT FROM THE OFFICE OF OHIO ATTORNEY GENERAL'S OFFICE, CRIME VICTIMS SECTION FOR THE ASHTABULA COUNTY VICTIMS OF CRIME ASSISTANCE OFFICE, PROSECUTOR'S OFFICE**

WHEREAS, the Victims of Crime Act (VOCA) was passed by Congress and signed into law by the president on October 12, 1984 and establishes with the U.S. Treasury an account known as the Crime Victims' Fund; and

WHEREAS, the Victims of Crime Act (VOCA) Formula Grant Program provides federal funding to support victim assistance and compensation programs which benefit victims by providing training for professionals, developing projects to enhance victims' rights and services and undertaking public education and awareness activities on behalf of crime victims; and

WHEREAS, the State Victims Assistance Act (SVAA) was passed by the Ohio Legislature and signed into law in 1984 and establishes the Crime Victims Section of the Ohio Attorney General's Office (CVS) who administers the Crime Victims Fund; and

WHEREAS, Colleen O'Toole, Ashtabula County Prosecutor, has prepared a grant application with the Office of the Attorney General of the State of Ohio Crime Victims Section; for \$48,670.56, with a Local Cash Match of \$12,167.64 for a total of \$60,838.20 from October 1, 2024 through September 30, 2025; and

WHEREAS, The Commissioners feel an acceptance of this application would be desirable and is necessary; now

THEREFORE, BE IT RESOLVED, By the Board of Commissioners of Ashtabula County, Ohio that the VOCA and SVAA grant application from the Office of Ohio Attorney General's Office is hereby accepted and on file in this office.

BE IT FURTHER RESOLVED, that the President of the Board, on behalf of the Board of Commissioners of Ashtabula County, is authorized to execute any and all necessary documents

**ASHTABULA COUNTY COMMISSIONERS  
CERTIFICATION PAGE**

Resolution No. 2024-465

October 08, 2024

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Upon the motion of Casey R. Kozlowski, seconded by J.P. Ducro IV.

**VOTE:**

Kathryn L. Whittington  
J.P. Ducro IV  
Casey R. Kozlowski

Aye  
Aye  
Aye

**CERTIFICATE OF CLERK**

IT IS HEREBY CERTIFIED that the foregoing is a true and correct transcript of a resolution acted upon and duly passed by the Board of County Commissioners of Ashtabula County, Ohio, on the date noted above.



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Lisa Hawkins, Clerk of the Board  
Board of County Commissioners  
Ashtabula County, Ohio

# Your Request | View

3/16/24 Print

## Grant Request

Request: #135793857  
 Program Name: 2025 Grant Application  
 SVAA Amount Requested: \$0.00  
 VOCA Amount Requested: \$48,670.56  
 Organization: Ashtabula County Victims of Crime Assistance Office  
 Request Status: Submitted

### Project Overview

Prior Funding? Yes  
 Type of Applicant: Public Agency (Local)  
 Type of Application: VOCA  
 Assistance Establishment Date: 01/01/1985

Ohio Congressional District(s): 2  
 Ohio House District(s): 14  
 Ohio Senate District(s): 18

### Fiscal Officer of Project

Fiscal Officer Name: Colleen M. O'Toole  
 Email: cmotoko@ashtabulacounty.us

Fax  
Phone

### Organization Accounting System

Pick One: County Auditor's Office  
 Name, Phone, Email of Third Party Agent  
 Other Accounting System Explain

### Countries Served

Current: Ashtabula

Proposed: Ashtabula

### Priority Crime Categories and Underserved Victims

Indicate the percentage of the applicant's service that is aimed at the following crime categories

Child Abuse: 20.00 %  
 Domestic Violence: 20.00 %

Sexual Assault: 20.00 %  
 Underserved: 20.00 %  
 Other (Explanation Required): 12.50 %

Other Explain (List Crime Types): We service all crime victims equally, as our agency meets the needs of all victim-related crimes. Others include Adult Physical Assault, Arson, Bullying, Burglary, DUE/DWI, Elder Abuse, Hate Crime, Human Trafficking, Identity Theft, Kidnapping, Robbery, Stalking, Homicide, Terrorism, Violation of Protection Order

Indicate the percentage of the applicant's service that is aimed at the following types of victims

Homless: 12.50 %  
 Deaf or Hard of Hearing: 12.50 %  
 Elderly: 12.50 %  
 Veterans: 12.50 %

Lesbian, Gay, Bisexual, Transgender: 12.50 %  
 Immigrants/Refugees/Asylum Seekers: 12.50 %  
 Victims with Disabilities: 12.50 %  
 Define Other: We service all crime victims equally, as our agency meets the needs of all victim-related crimes  
 Other: 20.00 %

## Sub programs

- Rape Crisis Programs
- Advocacy Programs
- Domestic violence shelters
- Child-serving programs
- Child Advocacy Centers
- CASAS/GAL Programs
- Statewide Organizations
- General programs

Assess and make referrals for medical & social services. Assess the safety of the victim(s) & assist with a safety plan. Inform the victim(s) of restitution or other relief. Inform the victim(s) of their rights. Inform victim of any public court proceedings with the accused. Provide services to cases regardless of their ability to be prosecuted fully. Response to crime scenes for immediate crisis support

Types of criminal victimization categories the agency projects to serve for this grant period.

Pick (use control to select multiple)

Adult Sexual Assault; Adults Sexually Abused as Children; Anon; Assault; Bullying; Burglary; Child Physical Abuse/Neglect; Child Pornography; Child Sexual Abuse; Domestic Abuse; Domestic and/or Family Violence; DUI/DWI; Crashes; Elder Abuse; Emotional Abuse; Harassment; Hate Crimes; Human Trafficking; Sex; Human Trafficking; Labor; Identity Theft; Fraud/Financial Crime; Kidnapping (nonsexual); Kidnapping (sexual); Mass Violence; Other Vehicular Victimization; Robbery; Stalking; Harassment; Survivors of Homicide Victims; Teen Dating Victimization; Terrorism

Explanation We provide an array of services to our victims so that they can receive a "one stop shop" approach to meeting their needs. Our goal is to help get them assistance with their multitude of issues they need assistance with in hopes of getting them as close to where they were before the crime occurred

Types of services to be provided by the agency for this grant period.

Services Provided Assistance with victim compensation application; information about the criminal justice system; information about victim rights; referral to other victim service programs; referral to other non-victim services; victim advocacy/accompaniment to emergency medical care; victim advocacy/accompaniment to medical forensic exam; individual advocacy (e.g., assistance in applying for public benefits); performance of medical or non-medical forensic exam or interview; immigration assistance (e.g., special visas, etc.); intervention with employer, creditor, landlord, or academic institution; child or dependent care assistance (includes coordination of services); transportation assistance (includes coordination of services); interpreter services; crisis intervention (in-person, includes safety planning, etc.); hotline/crisis line counseling; on-scene crisis response (e.g., community crisis response); individual counseling support groups (facilitated or peer); other therapy (traditional, cultural, or alternative healing, art, etc.); emergency financial assistance; emergency shelter or safe house; transitional housing; relocation assistance (includes assistance with obtaining housing); notification of criminal justice events; victim impact statement assistance; assistance with restitution; civil legal assistance in obtaining protection or restraining order; civil legal assistance with family law issues (e.g., custody, etc.); other emergency justice-related assistance; prosecution interview advocacy/accompaniment; law enforcement interview advocacy/accompaniment; criminal advocacy/accompaniment; other legal advice and/or counsel

Explanation We strive to help and provide services for all crime victims in need. We are a diverse team and are extremely knowledgeable of the criminal justice system and the resources needed for a victim to overcome their situation. We work with our victims throughout the duration of the case in order to ensure that all needed services are covered for each victim we work with through the entire criminal justice system process

## Organizational/Project Details

How is your project different from similar projects at other organizations in your service area?

Details Our office is different than other agencies that provide victim services in our area as we serve victims of ALL crimes, not just one focused area such as sexual assault or domestic violence. This allows us to reach out to many types of victims and help where our assistance is needed. We are able to help them regardless of the crime that was committed against them

Does your organization have a sustainability plan to maintain operations in the event of funding decreases? Explain

Sustainability Plan In 2022, The Ashtabula County Prosecutor's Office hired an Asst. Prosecutor and Grant Writer to assist the office in finding sources of funding. In addition, the Ashtabula County Commissioners are willing to help us during a financial hardship, also. We have also applied for other grants and are awaiting on the outcome

## Data Collection

Does your program/organization collect data on any facet of your service or service population?

Data Collection: Yes

How many non-anonymous victims did your VOCA funded or proposed VOCA funded program serve in the 2022-2023 grant cycle? (October 1, 2022 - September 30, 2023)

Non-Anonymous Served: 907

How many anonymous victims did your VOCA funded or proposed VOCA funded program serve in the 2022-2023 grant cycle? (October 1, 2022 - September 30, 2023)

Anonymous Served: 0

What was the total number of victims served in the 2022-2023 grant cycle? (non-anonymous + anonymous)

Total Served: 907

During the 2022-2023 grant cycle, did your organization serve more or less victims than the previous grant cycle? Explain why you believe that is

Increase/Decrease: Yes, there was a 34% increase in the number of victims served. VOCA has expanded its outreach into the juvenile court system, so we are now covering all the courts in Ashtabula County

Furthermore, VOCA has expanded its outreach through social media and attendance at community events. Additionally, we have built out our tracking and reporting in the Matrix system

## Project Justification

How many full-time equivalent staff in your organization proposing to be funded by VOCA/SVA/A?

FTE Staff: 2.5

Using data reported in the Data Collection section above, how do you determine the number of FTE staff needed to serve the amount of victims your agency serves?

Staff Justification: Currently, our VOCA grant award has been unable to cover the number of staff properly needed to run the program efficiently and manage the cases with the number of victims served. Therefore, we have two full-time and one part-time staff members that are being paid by not only VOCA, but also through the Prosecutor's general fund

How have decreases in funding impacted your organization and the services provided to victims of crime? How will a decrease in the upcoming grant cycle impact your organization and the services provided to victims of crime?

#### Funding Changes

In previous years, there was a full-time staff member that could cover the municipal and juvenile courts, and another two full time staff members who would cover the felony courts as well as other courts as needed. This past grant we have only been able to maintain one full time advocate. We have filled the second full time position on several different occasions. However, we have been unable to maintain a consistent full-time employee for that position. Additionally, we have been unable to fill the past time position. These difficulties have made it more challenging to meet the needs of the many victims out there.

#### Narrative

Describe the services your organization provides to victims of crime. In order to provide a full picture of the services provided by your agency, include which services are funded through VOCA, and which services are funded by another funding source.

**Direct Services:** The VOCA team provides a wide-array of services necessary to meet the needs of our victims, such as assistance with victims' compensation applications, guidance through the criminal justice system, information on their rights, referrals to other agencies, accompaniment to court proceedings, crisis information and safety planning, and help in obtaining protection orders. Additionally, we attend county meetings, such as Housing. This list is not exhaustive of what VOCA may do to aid our victims. All of these services are funded through VOCA and the match by the County Commissioners general fund budget for the match. Ashtabula County Prosecutor office contributes through the Furthrance of Justice funds.

We are also a subgrantee of the grant through Cleveland Rape Crisis Center. We attend Sexual Assault Response Team and MDT meetings.

As of 1/1/24, we are a direct recipient of the Violence Against Women's Act grant through SVAA.

#### Service Mapping

In the upload fields below, please upload a flow chart of the services provided to victims of crime by your agency in the flow chart, show the process a victim goes through to receive services from your agency. Be sure to include all services in this flow chart that are available to victims of crime. Services that are funded by VOCA should be highlighted.

If you refer victims to a certain provider because your agency does not provide a certain service, please include that information in the flow chart as well. For instance, if your organization does not offer counseling/therapy for victims, but you frequently refer victims to a specific counseling agency when needed, include this in the flow chart.

Please include a separate flow chart for each county your organization provides victim services in. If you have more than 5 flow charts, you will need to combine multiple into one file.

An example flow chart can be found by clicking [HERE](#). This flow chart is an example and for illustrative purposes only. The design and look of your flow chart can be different from this example.

Service Map 1  Flow Chart.docx (63 KB)

Service Map 2  Resource Guide.xlsx (37 KB)

Service Map 3

Service Map 4

Service Map 5

#### Contacts

Contact 1 ORGANIZATION: HomeSafe, Inc.

Contact 1 NAME: Julie Sundquist

Contact 1 EMAIL: [executivedirector@homesafeinc.org](mailto:executivedirector@homesafeinc.org)

Contact 2 ORGANIZATION: Ashtabula County Children Services

Contact 2 NAME: Tania Burnett

Contact 2 EMAIL: [tania.burnett@jc.ohio.gov](mailto:tania.burnett@jc.ohio.gov)

Contact 3 ORGANIZATION: Ashtabula Area Child Advocacy Center

Contact 3 NAME: Kern Mengemal

Contact 3 EMAIL: [kmengeme@abinc.org](mailto:kmengeme@abinc.org)

Contact 4 ORGANIZATION: Cleveland Rape Crisis Center

Contact 4 NAME: Lauren Spector

Contact 4 EMAIL: [laurens@cleveandroc.org](mailto:laurens@cleveandroc.org)

Contact 5 ORGANIZATION: Legal Aid of Cleveland

Contact 5 NAME: Andrea Gonzalez-Burton

Contact 5 EMAIL: [agonzalezburton@lacleve.org](mailto:agonzalezburton@lacleve.org)

#### Demographic Information

African American Volunteers 0

Hispanic Volunteers 0

Asian Volunteers 0

Native American Volunteers 0

Other Volunteers 0

Volunteer Totals 0

African American Staff 0

Hispanic Staff 0

Asian Staff 0

Native American Staff 0

Other Staff 0

Staff Total 1

African American 3.47 %

Asian 0.38 %

Caucasian 87.50 %

Created At 05/23/2024 08:37 PM

Created By Colleen O'Toole

Hispanic 4.73 %

Native American 0.04 %

Other 0.43 %

Request ID 13579367

African American Governing Boards

Hispanic Governing Boards

Asian Governing Boards

Native American Governing Boards

Other Staff Governing Boards

Governing Board Total

Project Name

Project ID

Project Status

Project Start

Project End

Project Budget

Project Name

Project ID

Project Status

Project Start

Project End

Project Budget

Program Specific Budget Information

Project Name

Project ID

Project Status

Project Start

Project End

Project Budget

Budget Narrative

The Ashland County Victims of Crime Assistance (VOCA) program has been undergoing an expansion and broadening of services in the last three years due to the initiative of the Ashland County Prosecutor Colleen M. O'Toole

VOCA has expanded to provide services to victims, outreach, education and resilience building strategies to foster emotional, psychological, and sustainable growth and stabilization after their case is closed. The office offers referrals and support to rebuild the victims and to assist in stabilization of caretakers of minor children who have been victimized. We continue to expand services and assist parents in taking care and understanding the trauma not only to themselves, but especially in cases where there are issues where children have been victimized as well.

The budget request for the 2025 VOCA grant will only cover personnel due to the limited funding available. Attached is a fully detailed proposal that shows the budget for our current full-time victim advocate Tina Jenkins at \$19,050/year, a second full-time victim advocate position starting at \$18,500/year and a part-time victim advocate position starting at \$16,000/year. We will request a 3% pay increase for all three positions in the 2025 budget for a cost-of-living raise and difficulty maintaining a second full-time victim advocate and a part-time victim advocate. However, our budget will have lines for supplies, technology, training and credentials, liability insurance, administration costs, outreach events, advertising and printing, and a survivor emergency fund.

If you have any questions or need additional documents, I can be reached at 440-576-3664

Very Truly Yours,

Colleen M. O'Toole  
Prosecuting Attorney

VOCA Code	Budget Computation	Cost Category	Total Amount	Cost Item	Cost Per Unit/Hour	Units/Hours	Fringe Benefits	Type	Match Amount	Match Type	Cost	Import Adjustment ID	Updated At	Updated By	Request
2025 Grant Application	Printing		\$0.00	Advertising/Outreach Materials	\$0.00	0.00	\$0.00		\$0.00	Advertising/Outreach Materials		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Supplies		\$0.00	Office postage	\$0.00	0.00	\$0.00		\$0.00	Office postage		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Travel		\$0.00	Training	\$0.00	0.00	\$0.00		\$0.00	Training		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Equipment		\$0.00	Technology	\$0.00	0.00	\$0.00		\$0.00	Technology		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Other		\$0.00	Training	\$0.00	0.00	\$0.00		\$0.00	Training		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Other		\$0.00	Liability Insurance	\$0.00	0.00	\$0.00		\$0.00	Liability Insurance		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Other		\$0.00	Administration	\$0.00	0.00	\$0.00		\$0.00	Administration		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Other		\$0.00	Events/Outreach	\$0.00	0.00	\$0.00		\$0.00	Events/Outreach		06/23/2024 09:40 PM	Colleen O'Toole	2025 Grant Application	
VOCA															
2025 Grant Application	Personnel		\$19,710.00	Vacant Part Time	\$18.00	1,095.00	\$0.00	VOCA	\$3,942.00	Cash		06/24/2024 03:34 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Personnel		\$20,870.70	Tina Jenkins	\$19.06	1,095.00	\$0.00	VOCA	\$4,174.14	Cash		06/24/2024 03:34 PM	Colleen O'Toole	2025 Grant Application	
2025 Grant Application	Personnel		\$20,257.50	Vacant Full Time	\$18.50	1,095.00	\$0.00	VOCA	\$4,051.50	Cash		06/24/2024 03:34 PM	Colleen O'Toole	2025 Grant Application	
Subtotal			\$60,838.20						\$12,167.64						
Page Total			\$60,838.20						\$12,167.64						
Grand Total			\$60,838.20						\$12,167.64						

Conflict Category	VOCA Request	Cash Match	In-Kind Match	Total Costs (VOCA)	Requester
Personnel	\$48,670.56	\$12,167.64	\$0.00	\$60,838.20	
Consultants	\$0.00	\$0.00	\$0.00	\$0.00	
Contract Help	\$0.00	\$0.00	\$0.00	\$0.00	
Rent	\$0.00	\$0.00	\$0.00	\$0.00	
Telephone	\$0.00	\$0.00	\$0.00	\$0.00	
Supplies	\$0.00	\$0.00	\$0.00	\$0.00	
Groceries	\$0.00	\$0.00	\$0.00	\$0.00	
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	
Travel	\$0.00	\$0.00	\$0.00	\$0.00	
Printing	\$0.00	\$0.00	\$0.00	\$0.00	
Other	\$0.00	\$0.00	\$0.00	\$0.00	
<b>TOTALS</b>	<b>\$48,670.56</b>	<b>\$12,167.64</b>	<b>\$0.00</b>	<b>\$60,838.20</b>	

Request Documentation

- Bound Information**

  - Job descriptions for personnel listings  VOCA Job Description.pdf (88 KB)
  - Samples for material to be printed  Brochure pub (755 KB)
- Request for Volunteer Waiver  No Reason
- Match Waiver Request  No Reason for Match Waiver

Request "2025 Grant Application" has been updated