



MEMORANDUM

TO: Taylor Kaushagen
Commission Assistant

FROM: Birch P. Burdick
Cass County State's Attorney

DATE: September 8, 2022

RE: VOCA Grant – Consent Agenda

Today I received notification that our grant application for Victims of Crime Act (VOCA) funding was accepted. We have historically utilized that grant to supplement the funding of our Victim/Witness Assistance Program. The grant is for \$40,000 and was anticipated in preparing our 2023 budget. Any match requirement is amply met by the funding provided to our program by the Commission through the annual budgeting process.

Please add this to the consent agenda for the next Commission meeting. Thank you.

Proposed Motion: Authorize the State's Attorney to execute the necessary documentation to obtain VOCA funds for the period of October 1, 2022 through September 30, 2023.

State's Attorney

Birch P. Burdick

Chief Deputy State's Attorney

Tracy J. Peters

Assistant State's Attorneys:

- Kara Schmitz Olson
- Kimberlee J. Hegvik
- Ryan J. Younggren
- Renata J. Selzer
- Katherine M. Naumann
- Joshua J. Traiser
- SheraLynn Ternes
- Derek K. Steiner
- Robert C. Vallie
- Paul R. Emerson
- Nicholas Samuelson
- Tracy Gompf
- Katie M. Nechiporenko
- Jason Van Horn
- Brianna K. Kraft

Victim/Witness Coordinators:

- Debbie Tibiatowski
- Amy Getz
- Elicia DeBlaere

Check Division/ Restitution:

Casidy Heilman

Box 2806
211 Ninth Street South
Fargo, North Dakota 58108
PH: 701-241-5850
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Cc: Amy Getz

September 7, 2022

Amy Getz
Cass County Victim Assistance
PO Box 2806
Fargo, ND 58108-2806

Re: FY 2023 VOCA Assistance Grant Award Notification

Dear VOCA Grant Applicant:

Congratulations! This is official notice of your agency's VOCA Grant Award in the amount of **\$40,000.00** for the period of October 1, 2022, through September 30, 2023.

All awards need to be accepted, or denied, no later than September 21st.

1. The process to accept the award in COSMOS has changed. The award acceptance process involves four steps. Additional information will be provided showing the step by step process.
 - a. Revise Crime Victim Allocation, if awarded less than requested
 - b. Revise Budget, if awarded less than requested
 - c. Sign Subrecipient Agreement and Exhibits
 - d. Accept or Deny the award
2. Your Federal Award Identification document **MUST** be kept and maintained within your grant file.
3. A Subrecipient Self Risk Assessment is due by **September 30th** and **must be submitted in the Filing Cabinet.**

The reporting schedule and other grant information can be located on the ND DOCR Victim Services website at <https://docr.nd.gov/grant-information> under VOCA Links.

The Department of Corrections and Rehabilitation is looking forward to working with you to assist crime victims in North Dakota.

Sincerely,

Tyler Spomer

Tyler Spomer
Grants & Victim Compensation Manager

