

statewide training, establishing program standards for both compensation and local victim assistance programs, and assessing needs and service delivery strategies, such as more efficient processing of compensation claims. In addition, the mentoring program will facilitate one-on-one technical assistance and peer consultation for new state administrators.

*Goal:* To provide effective short-term, individualized technical assistance and peer consultation to state agencies responsible for administering the VOCA victim compensation and assistance programs.

*Objectives:*

- To identify state compensation and assistance administrators who are available to provide short-term technical assistance to colleagues in other states;
- To identify and develop materials that may be used to offer technical assistance to state administrators to include assessment tools, protocols, policies, and procedures; and
- To offer technical assistance and peer consultation that is individually tailored to meet the needs of states' efforts to deliver victim services.

*Program Strategy:* OVC will support on-site technical assistance and peer consultation to VOCA state administrators in areas such as program development, administration, assessment, financial management, and grant administration. OVC will coordinate the provision of technical assistance and peer consultation in response to requests from VOCA compensation and assistance state administrators. OVC will identify and handle the logistical and financial arrangements for such requests.

VOCA state grant administrators interested in receiving technical assistance should submit the following information:

- A description of the technical assistance needed or a problem statement;
- An estimate of the number of hours/days of technical assistance needed;
- A description of the number of individuals to be trained and their job responsibilities; and
- A description of any state resources available to build upon the technical assistance.

VOCA state grant administrators interested in serving as mentors should submit the following information:

- A description of their background, experience, and area of expertise in administering statewide compensation and/or assistance services to crime victims;

- A letter from their agency head supporting their participation as a trainer in this program; and

- A copy of any assessment tools, protocols, policies, or procedures that they have used to administer and oversee the provision of statewide services to crime victims.

Applications will be reviewed within 30 days of their receipt. Once an application has been approved by the Director of the State Compensation and Assistance Division, the request will be matched with an appropriate state administrator. OVC will work with the mentor to design a technical assistance plan that responds directly to the identified needs of the state applicant. All parties—OVC, the state applicant and the mentor consultant—must agree to the plan. Approved on-site assistance will be short-term, generally between one and three days.

Within 30 days after the technical assistance has been provided, the state applicant must submit an assessment to OVC of the technical assistance received. The assessment will examine the extent to which the planned assistance was executed, as well as the effectiveness of the mentor or consultant. Likewise, the mentor or consultant must submit a description of his/her findings, assistance that may be beneficial to other state administrators, and any recommendations for improving the delivery of technical assistance through this mechanism in the future.

*Eligibility Requirements:* This program is open only to state agencies designated by the Governor to administer the VOCA victim compensation and assistance grant programs. Applications will be reviewed and selected based upon following criteria:

- Clarity of the request, including the description of the problem;
- Potential impact of the assistance; and
- Commitment of resources from other sources to support the implementation of technical assistance.

*Award Period:* Funds will be available to address requests during FY 1995 and 1996.

*Due Date:* Applications will be accepted for consideration throughout the award period.

*Contact:* For further information, as either a State Administrator wishing to apply for assistance or to serve as a mentor, contact the OVC program specialist assigned to monitor the state's VOCA formula grant.

### C. Information Dissemination

#### Topic-Specific Videotapes

*Award Amount:* \$50,000 to produce each videotape.

*Purpose:* To provide educational information on crime victim issues to victim service providers, allied professionals, and the general public.

*Background:* The tremendous growth of victims' programs and training for service providers has necessitated the sharing of relevant information on practices and related issues in an adaptable and easily accessible way. Videotapes are suitable to a variety of audiences and settings, can convey substantive information in a succinct and memorable way, and provide the field with an inexpensive and rapid means of highlighting model practices and explaining the rights and needs of crime victims.

*Goal:* To educate the field and the general public about crime victim issues and effective responses.

*Objective:* To develop and produce training videotapes on important topics in the victims field.

*Program strategy:* This initiative, in cooperation with BJA, will fund one to three grantees for the production of three professional quality, 20 to 30 minute training videotapes on the following topics:

- Path through the criminal justice system (an explanation of the criminal justice system for crime victims);
- Training on victim issues for parole boards; and
- Multicultural issues in victim services.

Each videotape will identify a specific victim-related issue, and provide basic "how-to" information for crime victims and service providers. The videotapes should appeal to a broad audience, but can also be used to educate specific audiences. It is important that all products be culturally sensitive. Each videotape will be accompanied by a brief guidebook with suggestions for effective usage. The production of the videotapes will take place in two phases:

#### I. Development of Products

During the initial phase of the grant, the grantee will:

- Identify key issue points to be addressed in the videotape and accompanying guide;
- Articulate the approach (e.g., documentary or dramatization; color versus black and white) to be used in the videotape;
- Develop and draft the videotape script or narrative for OVC review and approval;