

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Grain Valley Police Department
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$12,387.02

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	5	
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. Demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	8	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 8-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	16	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	4	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	4	Recognition activities are not included. Desired outcomes and goals are not included.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>23</p>	
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 1-5</p>		<p>80</p>	

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Application Information	
Organization Name:	Grain Valley Police Department
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$12,387.02
Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	12/26/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
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VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	4	The average number of clients during the past 3 years is 676, which is approximately 225 clients/year. This is showing an increase in services to 339 victims.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. Demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	5	The summary states that there has been an expansion of inner-city problems, but doesn't elaborate on how there has been an increase in crime or victimization.
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-15</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	16	This section does not mention new services or how the services are unique. It also does not mention the underserved population.
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	It appears there is a training policy and recruitment efforts; however, recognition activities were not included. The application references that it is hard to retain volunteers.
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	1	The application does not state the desired outcomes/goals of the informal program surveys. In addition, the application does not state when the survey will be conducted, only once per incident. The application also does not state how the results of the survey will be used.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>23</p>	<p>The budget narrative shows calculations; however, it does not show amounts for all match categories. With that, the proposed match is more than the 20% required amount.</p>
<p>Total Score</p>		<p>Points: 10-25</p>				<p>72</p>	

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Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information						
Organization Name:	City of Kansas City, MO					
Project Name:	VOCA					
Allocation Category:	System Based Victim Services					
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services				
Requested Funding Amount:	\$39,264.11					
Grant Application Reviewer Information						
Grant Reviewer Name:	Diane Haver					
Date Grant Review Completed:	12/21/2025					

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
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VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
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Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	7	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	9	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 8-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	15	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	6	Application meets requirements, but includes minimum information.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	2	Missing recognition and recruitment activities.
							Only measuring direct services that are received.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>8</p>		
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	<p>There are some calculation differences.</p> <p>The line item for the paper folder should be classified as supplies, not equipment.</p>	
<p>Total Score</p>						<p>70</p>		

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information						
Organization Name:	City of Kansas City, MO					
Project Name:	VOCA					
Allocation Category:	System Based Victim Services					
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services				
Requested Funding Amount:	\$39,264.11					
Grant Application Reviewer Information						
Grant Reviewer Name:	Kate Smith					
Date Grant Review Completed:	8/14/2025					

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	The outcome measures stated that 1002 victims received direct services in 2023, which decreased from 1694 in 2022. The form indicates that 290 victims will be served.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	15	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	3	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	1	The proposal does not address recognition. At the time of the proposal, only one intern had provided 30 hours of service since the COVID-19 pandemic.
							The proposal does not state what the metrics are or how they will be used. Stats on the number of victims who received services were provided, as well as a description of the system used to collect data.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>7</p>	<p>Match was included in the narrative only to state that pre-COVID the city sourced the required 20% match. The amount of match to be provided was not included and it was not specific how the match will be obtained.</p> <p>The applicant requested a paper folder as Equipment, but per the DOJ Financial Guide, this should be a Supplies/Operations Cost.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	<p>The line item for the paper folder should be classified as supplies, not equipment.</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 0</p>		<p>65</p>	<p></p>

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	The City of St. Louis by and through the St. Louis Circuit Attorney's Office Victim Services Unit
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$212,849.23
Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	5	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	10	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 16-25</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	23	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies. The training and retention plan lacks most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if not all, requirements. No confidence in response.</p> <p>Points: 0</p>	7	Exceeded page limit. Only the first page was scored; however, entire section was reviewed.
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency-wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>3</p>	<p>The budget workbook does not match the budget narrative.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>18</p>	
<p>Total Score</p>						<p>79</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	The City of St. Louis by and through the St. Louis Circuit Attorney's Office Victim Services Unit
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$212,949.23
Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/14/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	4	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	10	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 16-25</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	24	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if not all, requirements. No confidence in response.</p> <p>Points: 0</p>	7	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency-wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	3	<p>Very detailed response; however, exceeded the 2-page limit.</p> <p>The outcome measures are listed; however, the only goal listed is increasing the number of victims completing a form. It does not state what the goals of the program are or how the metrics will be used to better the program.</p>

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>3</p>	<p>Budget workbook and budget narrative do not match.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>18</p>	<p>Neither the budget narrative nor the budget sheet shows a breakdown of the amount requested for the following categories:</p> <ul style="list-style-type: none"> i. Child Abuse ii. Domestic Violence iii. Sexual Violence iv. Underserved
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 1-5</p>		<p>78</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Boone County Prosecutor's Office		
Project Name:	VOCA		
Allocation Category:	System Based Victim Services		
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services	
Requested Funding Amount:	\$84,979.46		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	4	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	20	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	1	Recognition activities were not included.
							Does not indicate the outcomes to be measured by the survey or positive results.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>7</p>	<p>A few calculation errors. Amount requested is lower than what could have been requested.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	
<p>Total Score</p>						<p>73</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Boone County Prosecutor's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$84,979.46
Supportive Services for Victim Services:	

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/26/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	According to the form, it appears that the number of victims served will more than double the number victims served in 2024.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	18	The application lists the additional services, but does not provide detail about the services to be performed.
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	Application does not include retention plan; however, has a partnership with the University of Missouri. Application does not mention recognition activities.
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	1	The application does not state what the metrics are, but does mention how a survey is used to gather information.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>7</p>	<p>Cannot determine how an annual salary was determined, but calculations on budget worksheet match. There were calculation errors in benefits and travel costs. Total amount requested is lower than what is allowed. Correct GSA rates were not applied.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	<p>The budget narrative was concise; however, the total amount requested in the budget narrative was incorrect and there were some instances (e.g., salary) where the calculations could not be determined.</p>
<p>Total Score</p>		<p>Points: 16-25</p>		<p>Points: 16-25</p>		<p>70</p>	<p></p>

MO DSS VOCA Proposal Scoring Instructions							
Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.							
Application Information							
Organization Name:	Cass County Prosecutor's Office						
Project Name:	VOCA						
Allocation Category:	System Based Victim Services						
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services					
Requested Funding Amount:	\$110,479.59						
Grant Application Reviewer Information							
Grant Reviewer Name:	Diane Haver						
Date Grant Review Completed:	12/21/2025						
Application Review Scoring							
Form	Form Complete (Yes / No)	Comments					
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A						
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A						
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A						
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A						
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A						
VOCA Volunteer Waiver Request	N/A						
Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	5	
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	9	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 8-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	24	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	8	Missing recognition activities
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	5	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>15</p>	<p>Formulas are missing from the narrative.</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 1-5</p>		<p>86</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Cass County Prosecutor's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$110,479.59
Supportive Services for Victim Services:	

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/18/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	5	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	23	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	6	<p>The application states there is currently one volunteer, but does not indicate how many volunteers there typically are and the number of volunteer hours expected. The application notes that volunteers are recognized, but doesn't provide detail regarding how.</p>
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	<p>Match exceeds required amount</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>15</p>	<p>Budget narrative did not include benefit percentages (indicated that total annual amounts were received from HR).</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 1-5</p>		<p>81</p>	<p></p>

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Jackson County Prosecutor's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$272,441.30

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	3	Totals appear to be very high.
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	9	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. Demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	8	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 6-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	20	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	4	Application does not address underserved population, as indicated in budget.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	3	Recognition activities are not noted.
							Application could include more specific targets and examples of positive outcomes.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>9</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>15</p>	<p>Operating costs were confusing. Match was not included.</p>
<p>Total Score</p>						<p>71</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Jackson County Prosecutor's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$272,441.30

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/20/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	It is unclear how the totals were determined. The form indicates that 15,600 individuals will be provided services; however, it appears that there were 3550 cases filed in 2024.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. Demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	18	Per the budget, funds will be used for underserved populations; however, the narrative does not address how these populations will be served.
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	2	The application does not state how volunteers will be recognized.
							The metrics are clear, but the application does not include targets.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>9</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>10</p>	<p>The budget narrative does not include match, and there is a general description for operating costs. The operating costs is a blanket amount and does not break down into how much is needed for transportation, etc. Nor does it give historical context.</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 10-25</p>		<p>62</p>	

MO DSS VOCA Proposal Scoring Instructions							
Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.							
Application Information							
Organization Name:	County of Livingston						
Project Name:	VOCA						
Allocation Category:	System Based Victim Services						
Priority Area:	Direct Services to Victims	Specialized Services for Communities Impacted by Inequity	Direct Services to Secondary Victims	Supportive Services for Secondary Victim Services			
Requested Funding Amount:	\$16,764.00						
Grant Application Reviewer Information							
Grant Reviewer Name:	Diane Haver						
Date Grant Review Completed:	12/21/2025						
Application Review Scoring							
Form	Form Complete (Yes / No)	Comments					
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A						
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A						
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A						
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A						
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A						
VOCA Volunteer Waiver Request	N/A						
Scoring							
Application Question	Response Requirements	Distinctive	Satisfactory	Limited	Unsatisfactory	Score	Justification
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.	4	Numbers are high compared to the narrative.
	B. Include the projected number of VOCA-funded services for the requested project period.	Points: 4-5	Points: 2-3	Points: 1	Points: 0		
Agency Description	A. Provide an agency description.	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.	9	
	Other Criteria: - 1 Page - Single spaced - 12-point font	Points: 8-10	Points: 6-7	Points: 1-4	Points: 0		
Service Population	A. Identify needs for primary population.	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.	9	
	B. Explain how you determine crime victimization status.	Points: 8-10	Points: 6-7	Points: 1-4	Points: 0		
Project Description	A. Describe how victims will access the services described in this application.	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.	20	
	B. Identify any additional services the agency makes available to victims.	Points: 6-15	Points: 1-5	Points: 0			
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours.	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.	9	
	Other Criteria: - 1-Page Limit	Points: 8-10	Points: 5-7	Points: 0			
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.	4	Does not indicate how many volunteers they currently have.
	Other Criteria: - 1-Page Limit	Points: 4-5	Points: 2-3	Points: 1	Points: 0		
							Missing positive outcomes

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>9</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	<p>Some of the formulas are unclear.</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 1-5</p>		<p>84</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information					
Organization Name:	County of Livingston				
Project Name:	Livingston County Prosecuting Attorney				
Allocation Category:	System Based Victim Services	Specialized Services for Communities Impacted by Inequity	Direct Services to Secondary Victims	Supportive Services for Secondary Victim Services	
Priority Area:	Direct Services to Victims				
Requested Funding Amount:	\$16,764.00				

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/26/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	The application states that there are approximately 500 victims per year, but the data sheet notes that over 1700 victims will be served.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	18	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	8	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	It is unclear if the applicant currently has volunteers.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>0</p>	<p>The amounts total; however, it is unclear how match was determined.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>18</p>	<p>It was unclear how match was determined and why certain amounts were deducted for match. The calculations for benefits were difficult to follow and it could not be determined how some numbers were derived.</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 10-25</p>		<p>75</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Greene County		
Project Name:	VOCA		
Allocation Category:	System Based Victim Services		
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services	
Requested Funding Amount:	\$90,358.63		

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	4	
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 8-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	22	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	10	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	4	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>25</p>	<p>The applicant is requesting 50% of training costs; however, the training occurs within the timeframe and the full amount can be requested.</p>
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 0</p>		<p>95</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information			
Organization Name:	Greene County		
Project Name:	VOCA		
Allocation Category:	System Based Victim Services		
Priority Area:	Direct Services to Victims	Supportive Services for Victim Services	
Requested Funding Amount:	\$90,358.63		
Grant Application Reviewer Information			
Grant Reviewer Name:	Kate Smith		
Date Grant Review Completed:	8/19/2025		

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	4	Applicant provided services to 1200 unduplicated individuals in 2024, but the form indicates that 4600 individuals will be served with the addition of one new staff.
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	9	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	8	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 6-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	15	The application is very detailed; however, does not speak specifically to how underserved populations will have access to these services.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	2	The application does not state what the targets are. Results from the 2024 Exit Survey were provided; however, it does not state the target response rate. The application states that the organization is unable to serve approximately 8% of individuals due to capacity, but doesn't outline what measures are used to focus on this population.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>25</p>	<p>The applicant is requesting 50% of training costs; however, the training occurs within the timeframe and the full amount can be requested.</p>
<p>Total Score</p>						<p>82</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Missouri Association of Prosecuting Attorneys
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$1,702,086.49

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/2/2025

Application Review Scoring	
Form (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A
VOCA Volunteer Waiver Request	N/A

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	4	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	7	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	7	Exceeds page limit
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	20	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	8	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	2	Exceeds page limit

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>3</p>		
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	<p>3 or more computation errors</p> <p>It is unclear how match was determined.</p>	
<p>Total Score</p>						<p>71</p>		

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Missouri Association of Prosecuting Attorneys
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$1,702,086.49

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/28/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	According to the form, nearly 23,000 victims will be served; however, the data provided indicated that there were over 45,700 victims in the areas served.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	This section was 2.5 pages. Although the entire section was read in its entirety, only the first page was scored.
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	7	The applicant provided supporting documentation that exceeds the 2 page limit. The narrative speaks to the number of crimes committed and the types of crimes committed, but doesn't fully explain the number of victims served until the data in subsequent pages.
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	18	The application does not state how they will serve the underserved population.
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	8	Requesting a volunteer waiver. The application notes volunteer training, but does not detail how volunteers are recruited (when they are) or recognition.
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	1	This section exceeded the page limit. Although survey questions were provided, not all were within the one page limit and the application did not state what the overall program goals are.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>3</p>	<p>There were several errors on the budget spreadsheet. The total amount requested did not match the total when adding together the total of each category. In addition, the reviewer's totals did not match either the amount requested or the amount when adding together the applicant's subtotals. The budget narrative indicated that the pay period salaries should be multiplied by 6, but the spreadsheet indicated 12. If following the budget narrative, the total amount should be \$1,693,153.00.</p>
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 16-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>17</p>	<p>The budget narrative does not speak to match, although it is included in the budget worksheet. It is unclear how match and benefits were determined.</p>
<p>Total Score</p>		<p>Points: 16-25</p>		<p>Points: 1-5</p>		<p>60</p>	<p></p>

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	McDonald County Circuit Court
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$13,231.08

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	4	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	24	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	10	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>21</p>	<p>Match is incorrect.</p>
<p>Total Score</p>						<p>91</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	McDonald County Circuit Court
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$13,231.08

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	Based on the budget narrative, it appears about 180 individuals are served per year.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	24	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	8	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	2	The application states what the performance targets are, but does not detail what questions are asked in the survey or what outcomes are measured.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>23</p>	<p>Match is calculated incorrectly; therefore, the amount in the application is incorrect.</p>
<p>Total Score</p>				<p>87</p>			

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Randolph County Prosecutor's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$21,484.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	1	Form is not signed.
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	8	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 8-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	22	Does not address how underserved will be reached, as indicated as a target population.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	0	No volunteers. Cannot locate the waiver form.
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	5	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>21</p>	<p>Neither the budget narrative nor the budget sheet shows a breakdown of the amount requested for the following categories:</p> <ul style="list-style-type: none"> i. Child Abuse ii. Domestic Violence iii. Sexual Violence iv. Underserved
<p>Total Score</p>		<p>Points: 10-25</p>		<p>Points: 0</p>		<p>77</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Randolph County Prosecutor's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$21,484.00
Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/14/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	3	Sheet does not contain authorized signature. The total number of victims is the same as the total number of services provided to victims.
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 6-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	8	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	20	The Service Population section states that 30% of victims are underserved. The Program Description section does not address how the underserved population will be served.
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	0	The applicant does not currently have a Volunteer program, but noted that if a volunteer base is established in 2025 (through a partnership with the University of MO School of Law), training will occur.
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>20</p>	<p>Neither the budget narrative nor the budget sheet shows a breakdown of the amount requested for the following categories:</p> <ul style="list-style-type: none"> i. Child Abuse ii. Domestic Violence iii. Sexual Violence iv. Underserved
<p>Total Score</p>						<p>74</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Reynolds County Sheriff's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$27,000.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	5	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	10	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 6-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	24	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	3	Recognition activities were not included.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>24</p>	
<p>Total Score</p>		<p>Points: 10-25</p>				<p>89</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	Reynolds County Sheriff's Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$27,000.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/19/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	<p>A. Check the services you provide for the requested VOCA-funding project only</p> <p>B. Include the projected number of VOCA-funded services for the requested project period.</p> <p>C. Include the total number of victims and secondary victims for the requested project period.</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	5	
Agency Description	<p>A. Provide an agency description.</p> <p>Other Criteria: - 1 Page - Single spaced - 12-point font</p>	<p>The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Service Population	<p>A. Identify needs for primary population.</p> <p>B. Explain how you determine crime victimization status.</p> <p>C. If demand for services exceeds organizational capacity, explain the need and circumstances.</p> <p>Other Criteria: - 2-Page Limit</p>	<p>The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 5-7</p>	<p>The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response.</p> <p>Points: 0</p>	9	
Project Description	<p>A. Describe how victims will access the services described in this application.</p> <p>B. Identify any additional services the agency makes available to victims.</p> <p>C. Explain how you collaborate with other community organizations to ensure you are not duplicating services.</p> <p>D. If applying for underserved category, how do you plan to reach underserved community members.</p> <p>Other Criteria: - 5-Page Limit</p>	<p>The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response.</p> <p>Points: 0</p>	23	
Volunteers	<p>A. Include an unduplicated count of annual number of volunteers and volunteer hours.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response.</p> <p>Points: 8-10</p>	<p>The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating.</p> <p>Points: 5-7</p>	<p>The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-4</p>	<p>The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	4	Proposal does not include any new programming.
Outcome Measures	<p>A. Description must include number of clients served and examples of positive outcomes which were achieved through those services.</p> <p>Other Criteria: - 1-Page Limit</p>	<p>The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response.</p> <p>Points: 4-5</p>	<p>The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response.</p> <p>Points: 2-3</p>	<p>The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1</p>	<p>The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	1	Application does not include the performance measures. In addition, the goals are unclear. The application does state how metrics are obtained, and states that results from the survey are used to make adjustments to the program.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>23</p>	<p>The budget narrative is clear; however, the annual cost for the tracking program was included rather than the six-month period. In addition the calculation for volunteer hours for match is unclear - the total amount is divided by 4 - the narrative does not indicate why this calculation was used. The total match included exceeds the required amount.</p>
<p>Total Score</p>						<p>84</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	St. Charles County Prosecutors Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$38,800.00

Grant Application Reviewer Information	
Grant Reviewer Name:	Diane Haver
Date Grant Review Completed:	12/21/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	5	
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 8-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	22	
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	3	Application should include examples of positive outcomes.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>15</p>	<p>Calculations were not provided for all costs.</p>
<p>Total Score</p>						<p>84</p>	

MO DSS VOCA Proposal Scoring Instructions

Grant Review Instructions: Complete one scoring matrix per application. Add comments justifying your score.

Application Information	
Organization Name:	St. Charles County Prosecutors Office
Project Name:	VOCA
Allocation Category:	System Based Victim Services
Priority Area:	Direct Services to Victims
Requested Funding Amount:	\$38,800.00
Grant Application Reviewer Information	
Grant Reviewer Name:	Kate Smith
Date Grant Review Completed:	8/14/2025

Application Review Scoring		
Form	Form Complete (Yes / No)	Comments
Exhibit 1: Business Entity Certification, Enrollment Documentation, and Affidavit of Work Authorization	N/A	
Exhibit 2: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions	N/A	
Exhibit 3: Registration of Business Name (if applicable) with the MO Secretary of State	N/A	
Exhibit 4: Anti-Discrimination Against Israel Act Certification	N/A	
Exhibit 5: Federal Funding Accountability and Transparency Act (FFATA) Data Form	N/A	
VOCA Volunteer Waiver Request	N/A	

Application Question	Response Requirements	Scoring				Score	Justification
		Distinctive	Satisfactory	Limited	Unsatisfactory		
VOCA Service DATA Spreadsheet - Exhibit 7.2	A. Check the services you provide for the requested VOCA-funding project only. B. Include the projected number of VOCA-funded services for the requested project period. C. Include the total number of victims and secondary victims for the requested project period.	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The estimate of numbers is reasonable and has a clear tie to the problem stated in the application. Very high confidence in the response. Points: 4-5	The response provides a finite and reasonable estimate of the number of each type of victim services that will be offered. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The estimate of numbers served is unreasonable. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The estimate of numbers served is missing or is unreasonable. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	4	
Agency Description	A. Provide an agency description. Other Criteria: - 1 Page - Single spaced - 12-point font	The summary is very clear and concise. Background information includes a history of the agency, current programs, the demographic served, and where services are provided. The application clearly describes at least three (3) years of effective, direct services to victims. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The summary is clear and concise. Background information includes a brief history of the agency and current programs. The application clearly describes at least (1) year of effective, direct service. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The summary is clear or concise. Background information is included, but lacks detail on history of the agency and current programs. The response meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Background information is limited or not included. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	10	
Service Population	A. Identify needs for primary population. B. Explain how you determine crime victimization status. C. If demand for services exceeds organizational capacity, explain the need and circumstances. Other Criteria: - 2-Page Limit	The victims' need statement is clear and compelling. Information about the problem is clear and concise. The response provides a clear process for establishing victimization status. Needs that exceed organizational capacity are clearly explained and justified. The project exceeds the overall goals of the program/funding. Very high confidence in the response. Points: 8-10	The victims' need statement is clear. Information about the problem is clear and concise. Needs that exceed organizational capacity are clearly explained. The response meets all requirements but offers few significant benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 5-7	The victims' need statement is somewhat unclear. Information about the problem is unclear and/or is not presented in a concise manner. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The summary is neither clear nor concise. Information about the needs are neither clear nor concise. The response lacks detail in most, if not all areas. No confidence in response. Points: 0	8	
Project Description	A. Describe how victims will access the services described in this application. B. Identify any additional services the agency makes available to victims. C. Explain how you collaborate with other community organizations to ensure you are not duplicating services. D. If applying for underserved category, how do you plan to reach underserved community members. Other Criteria: - 5-Page Limit	The application clearly describes the services every victim will be offered. The application describes a wide variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly defines how and to whom services will be provided. The application clearly identifies existing services and any services that will be new. Aspects of the proposed project are unique, and services do not overlap with other similar services provided in close proximity. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. If applying for underserved category, clear and concise description of how program will ensure that community will access services. Very high confidence in the response. Points: 6-10	The application clearly describes the services every victim will be offered. The application describes a variety of additional services that are available if a victim has additional needs beyond the minimum services. The application clearly identifies existing services and any services that will be new. The services proposed are reasonable in scope and delivery and offer benefit to victims beyond the stated requirements. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. If applying for underserved category, adequate description of how program will ensure that community will access services. Confidence in the response. Points: 6-15	The application is somewhat unclear in the description of the services every victim will be offered. The application describes few additional services that are available if a victim has additional needs beyond the minimum services, but the additional services are limited in scope. The application provides little information about how and to whom services will be provided. The application provides little information about whether the services are existing or new. The application provides limited information about the capacity and offers little information about how the agency handles situations when the facility is at full capacity. The application meets some of the requirements but offers few benefits beyond the minimal requirements. If applying for underserved category, unclear description of how program will ensure that community will be able to access services. Little confidence in response. Points: 1-5	The application is unclear in the description of services every victim will be offered. The application describes no additional services that are available if a victim has additional needs beyond the minimum services. The application provides no information about how and to whom services will be provided. The application does not identify whether the services are new or existing. The application provides very little information about the capacity or how the agency handles situations when the facility is at full capacity. The application meets few, if any of the requirements. If applying for underserved category, no description of how program will ensure that community will be able to access services. No confidence in response. Points: 0	20	Project description mentions that they work to provide multicultural support and care, and assist with those who need translators or auxiliary aids and services for those with vision, hearing, or speaking impediments.
Volunteers	A. Include an unduplicated count of annual number of volunteers and volunteer hours. Other Criteria: - 1-Page Limit	The agency's volunteer program practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan promises significant benefits and has a proven track record of success. Very high confidence in the response. Points: 8-10	The agency's volunteer program planned practices are comprehensive to meet the needs of the clients they are serving with community volunteer commitment and includes recruitment, training, and recognition activities. The plan is untested but has a high potential for success. Confidence in the response. An application with an approved waiver for volunteers shall receive a satisfactory rating. Points: 5-7	The agency's volunteer program practices are not comprehensive. The agency maintains a limited community volunteer commitment and includes only two of the three: recruitment, training or recognition activities. The training and retention plan lacks significant benefits, has not been tested, and has limited potential for success. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1-4	The agency's volunteer program practices are not comprehensive. The agency lacks recruitment strategies, provides little to no training or offers very few or no recognition activities. The training and retention plans lack most, if not all, significant benefits, has not been tested and has little potential for success. The application meets few, if any of the requirements. No confidence in response. Points: 0	9	
Outcome Measures	A. Description must include number of clients served and examples of positive outcomes which were achieved through those services. Other Criteria: - 1-Page Limit	The outcome measures are clear, comprehensive and agency wide in scope. The performance targets are clearly and concisely stated. The example provided relates directly to and includes all of the performance metrics described. The response provides assurance the project will exceed the overall goals of the program/funding. Very high confidence in the response. Points: 4-5	The performance metrics are clear, agency wide in scope or relate directly to the application. The performance targets are included. The example provided has relevance to the metrics described. The response meets all requirements but offers few benefits beyond the minimal requirements for the program/funding. Confidence in the response. Points: 2-3	The performance metrics are limited in scope with some direct relationship to the application. The example provided has little relevance to the metrics described. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response. Points: 1	The performance metrics are very limited in scope with no direct relationship to the application. No example of metrics was included in the application. The application meets few if any of the requirements. No confidence in response. Points: 0	1	Applicant included example evaluation questions; however, did not tie back to what outcomes they are trying to achieve or how the results will be used. This section did not state all measures and what goals are trying to be accomplished.

<p>Budget Form</p>	<p>A. Identify total staffing to be funded by VOCA (names, job titles, full-time/part time, existing/new). Narrative must include a description of activities and relevant priority areas.</p> <p>B. Provide a narrative to show costs are justified, reasonable and allowable.</p> <p>C. Identify all computations used to arrive at requested line-item amounts in the narrative.</p> <p>D. Identify total funds requested for all budget categories - Child Abuse, Domestic Violence, Sexual Assault, and Underserved.</p> <p>E. Include total funds requested for each priority area.</p> <p>I. Direct Services to victims</p> <p>ii. Specialized Services for communities impacted by inequity</p> <p>iii. Supportive Services for victim services</p> <p>iv. Direct Services to secondary victims</p> <p>v. Supportive Services for secondary victim services</p>	<p>Budget spreadsheet correctly completed with no computation errors.</p> <p>Points: 10</p>	<p>1-2 computation errors on budget spreadsheet.</p> <p>Points: 7</p>	<p>3 or more computation errors on budget spreadsheet.</p> <p>Points: 3</p>	<p>Incomplete or missing budget spreadsheet.</p> <p>Points: 0</p>	<p>10</p>	
<p>Budget Narrative</p>	<p>See Budget Narrative Tab for instructions</p>	<p>The budget narrative is clear and concise. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and all line-item calculations correct and equal the category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Very high confidence in the response.</p> <p>Points: 10-25</p>	<p>The budget narrative is somewhat clear but elements are confusing. All requested costs in the application are justified, reasonable and allowable. Budget narrative is properly categorized and few errors in line-item calculations and/or category totals. All computations used to arrive at requested amount been included in the narrative. The services proposed are reasonable in scope and delivery and offer significant benefit to victims beyond the stated requirements. Confidence in the response.</p> <p>Points: 6-15</p>	<p>The budget narrative is unclear in the description of reasonable and justified costs, some costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets some of the requirements but offers few benefits beyond the minimal requirements. Little confidence in response.</p> <p>Points: 1-5</p>	<p>The budget narrative is unclear in the description of costs and lacks justification. Identified costs are not allowable. Budget narrative is not properly categorized and errors in line-item calculations and/or category totals. All computations used to arrive at requested amount have not been included in the narrative. The application meets few, if any of the requirements. No confidence in response.</p> <p>Points: 0</p>	<p>15</p>	<p>Some salary and benefit calculations are incorrect. Match was calculated incorrectly.</p> <p>Neither the budget narrative nor the budget sheet shows a breakdown of the amount requested for the following categories:</p> <ul style="list-style-type: none"> i. Child Abuse ii. Domestic Violence iii. Sexual Violence iv. Underserved
<p>Total Score</p>						<p>77</p>	