

**OFFICE FOR VICTIMS OF CRIME  
HUMAN TRAFFICKING VICTIM SERVICE PROVIDER  
PERFORMANCE MEASURES**

The following pages contain the performance measures and instructions for the Office for Victims of Crime’s (OVC’s) human trafficking non-formula grant programs. These awards focus on direct service grantees.

**PROGRAM GOAL AND OBJECTIVES**

OVC works to enhance the Nation’s capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices in ways that will promote justice and healing for all victims.

In this capacity, OVC strives to uphold the intent of the Trafficking Victims Protection Act of 2000 and its subsequent authorizations to ensure that all trafficking victims—regardless of sex or form of trafficking—receive support to access the services they need. OVC grant funding supports efforts to develop, expand, and strengthen programs for victims of human trafficking.

**Structure of Questionnaire**

This questionnaire is divided into five (5) topic areas plus grant activity and semiannual reporting questions. Each grant will be assigned specific topic areas, depending on its purpose. See the solicitation map to locate the topic areas assigned to your award.

The current questionnaire aligns to reporting in the Performance Measurement Tool (PMT). Performance measure numbers are sequential to support reporting. As of October 2022, performance measure reporting will take place directly into the PMT.

NOTE: You must provide a response for each question in the assigned question banks. The performance measures contain short instructions on how to report.

**ROLES AND RESPONSIBILITIES FOR COMPLETION**

OVC expects that agencies assign a point of contact to gather and report performance data. This includes work with subgrantees. Agency points of contact should work with other staff as needed to gather the required information, so they can report on it when it is due.

**REPORTING PERIODS**

Performance data are reported quarterly. Prior to October 2022, data was recorded in a separate Excel spreadsheet and uploaded to the Justice Grants System (JustGrants) with semiannual narrative reports. As of October 2022, data is entered directly in the PMT. In January and July of each calendar year and during award closeout, grantees will also answer the Semiannual/Final Reporting questions directly into JustGrants.

If you have any questions about the performance measures, email the OVC PMT Helpdesk at [ovcpmt@usdoj.gov](mailto:ovcpmt@usdoj.gov) or call toll free at 844–884–2503.

The table below outlines the reporting periods and submission deadlines.

Reporting period	Submission period	Deadline	What is due?	Where?
October 1–December 31	January 1–30	January 30	Quarterly report and semiannual reporting questions	PMT and JustGrants
January 1–March 31	April 1–30	April 30	Quarterly report	PMT only
April 1–June 30	July 1–30	July 30	Quarterly report and semiannual reporting questions	PMT and JustGrants
July 1–September 30	October 1–30	October 30	Quarterly report	PMT only

June 2025

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## GRANT ACTIVITY

Is this the last reporting period during which this award will have data to report?

*Instruction: For example, the award end date has passed, or no additional grant project activity will take place. If you select "Yes," the PMT will create a cumulative final report, and no future reporting periods will be required.*

Yes or No

1. Was there grant activity during the reporting period?

*Instruction: Grant activity occurs when the grantee has obligated, expended, or drawn down grant funds to implement objectives proposed in the OVC-approved grant application. An answer of "Yes" indicates the program is operational and should remain the same until the grant closes out.*

Yes or No

1A. If No, explain why there was no grant activity during the reporting period.

## TRAFFICKING POPULATION

Complete the following regarding people who are identified as confirmed and/or potential human trafficking victims identified by the organization during the reporting period.

Performance measure reference	Definition for this section
<b>Confirmed victims</b>	Person who is a victim of a severe form of human trafficking as defined by the Trafficking Victims Protection Act of 2000, 22 U.S.C. § 7102(9).
<b>Potential victims</b>	Person who has been subject to situations that have indicators of human trafficking; however, more information is still needed to determine if they meet the definition of a victim of human trafficking as defined by the Trafficking Victims Protection Act of 2000, 22 U.S.C. § 7102(9). Potential victims identified during an investigation may be victims of sex trafficking, labor trafficking, or both sex and labor trafficking.

### Key Trafficking Population Measures

2. Total number of confirmed and/or potential victims of trafficking who received services during the reporting period.

*Instruction: Report the total number of individuals served by your organization with grant funds during the reporting period. This number should be an unduplicated count of people served during a single reporting period, regardless of the number of services they received or victimization types with which they presented. Do not count anonymous contacts or eligible family members here.*

3. Total number of anonymous contacts received during the reporting period.

*Instruction: Report all anonymous contacts received by your organization through a hotline, online chat, or other service where the individuality of each contact cannot be established. If your organization did not have any anonymous contacts, enter zero (0).*

4. Did you provide services to new victims of trafficking during the reporting period?

Yes or No (If No, skip to question 10)

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5. Of the total number of victims of trafficking served how many were new individuals who received services from your organization for the first time during the reporting period?

*Instruction: Report the total number of new confirmed and/or potential victims of human trafficking individuals served during the reporting period. "New" refers to the first time they received services from your organization with grant funds. This number should be an unduplicated count of identified new victims, regardless of the number of services they received or victimization types with which they presented. For the first reporting period of your award, all individuals should be counted as new.*

## Individuals

6. Total number of new potential and/or confirmed victims of sex trafficking during the reporting period.

*Instruction: Report the total number of new potential and/or confirmed victims of sex trafficking served with grant funds for the first time during the reporting period.*

### 6A–C. Demographics (for new victims of sex trafficking served during the reporting period)

*Instruction: Report demographics for all new individuals identified as new victims of sex trafficking. The total number of individuals in each demographic category should equal the number of new sex trafficking victims served during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.*

#### 6A. Race/Ethnicity

*Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.*

Population	Number of New Victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
6A. Race/Ethnicity Total	(Must equal the number of new sex trafficking victims served during the reporting period.)

#### 6B. Sex

*Instruction: Report the individuals' sex as self-reported at the time that services are received.*

Population	Number of New Victims
Male	
Female	

Population	Number of New Victims
Not Reported	
Not Tracked	
6B. Sex Total	(Must equal the number of new sex trafficking victims served during the reporting period.)

### 6C. Age

*Instruction: Report the individuals' age as self-reported at the time that services are received.*

Population	Number of New Victims
0–12	
13–17	
18–24	
25–59	
60 and older	
Not Reported	
Not Tracked	
6C. Age Total	(Must equal the number of new sex trafficking victims served during the reporting period.)

## 7. Total number of new potential and/or confirmed victims of labor trafficking during the reporting period.

*Instruction: Report the number of new potential and/or confirmed victims of labor trafficking served with grant funds for the first time during the reporting period.*

### 7A–C. Demographics (for new victims of labor trafficking served during the reporting period)

*Instruction: Report demographics for all new individuals identified as new victims of labor trafficking. The total number of individuals in each demographic category should equal the number of new labor trafficking victims served during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.*

## 7A. Race/Ethnicity

*Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.*

Population	Number of New Victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
7A. Race/Ethnicity Total	(Must equal the number of new labor trafficking victims served during the reporting period.)

## 7B. Sex

*Instruction: Report the individuals' sex as self-reported at the time that services are received.*

Population	Number of New Victims
Male	
Female	
Not Reported	
Not Tracked	
7B. Sex Total	(Must equal the number of new sex trafficking victims served during the reporting period.)

## 7C. Age

*Instruction: Report the individuals' age as self-reported at the time that services are received.*

Population	Number of New Victims
0–12	
13–17	
18–24	
25–59	
60 and older	
Not Reported	
Not Tracked	
7C. Age Total	(Must equal the number of new labor trafficking victims served during the reporting period.)

## 8. Total number of new potential and/or confirmed victims of both sex and labor trafficking during the reporting period.

*Instruction: Report the number of new potential and/or confirmed victims of both sex and labor trafficking served with grant funds for the first time during the reporting period. Sex and labor trafficking is a mutually exclusive type of trafficking and **not** the sum of the previous sex trafficking and labor trafficking categories. All individuals reported under this type of trafficking should reflect victims who are survivors of **both** sex and labor trafficking.*

### 8A–C. Demographics (for new victims of both sex and labor trafficking during the reporting period)

*Instruction: Report demographics for all new individuals identified as new victims of both sex and labor trafficking. The total number of individuals in each demographic category should equal the number of new sex and labor victims served during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.*

#### 8A. Race/Ethnicity

*Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.*

Population	Number of New Victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
8A. Race/Ethnicity Total	(Must equal the number of new sex and labor trafficking victims served during the reporting period.)

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**8B. Sex**

*Instruction: Report the individuals' sex as self-reported at the time that services are received.*

Population	Number of New Victims
Male	
Female	
Not Reported	
Not Tracked	
8B. Sex Total	(Must equal the number of new sex and labor trafficking victims served during the reporting period.)

**8C. Age**

*Instruction: Report the individuals' age as self-reported at the time that services are received.*

Population	Number of New Victims
0–12	
13–17	
18–24	
25–59	
60 and older	
Not Reported	
Not Tracked	
8C. Age Total	(Must equal the number of new sex and labor trafficking victims served during the reporting period.)

**9. Total number of new potential and/or confirmed victims whose type of trafficking is undetermined during the reporting period.**

*Instruction: Report the number of new potential and/or confirmed victims whose type of trafficking was undetermined who were served with grant funds for the first time during the reporting period.*

### 9A–C. Demographics (for new victims of undetermined trafficking during the reporting period)

*Instruction: Report demographics for all new individuals whose type of trafficking is undetermined. The total number of individuals in each demographic category should equal the number of new undetermined trafficking victims identified during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.*

#### 9A. Race/Ethnicity

*Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.*

Population	Number of New Victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
9A. Race/Ethnicity Total	(Must equal the number of new undetermined trafficking victims served during the reporting period.)

#### 9B. Sex

*Instruction: Report the individuals' sex as self-reported at the time that services are received.*

Population	Number of New Victims
Male	
Female	
Not Reported	
Not Tracked	
9B. Sex Total	(Must equal the number of new undetermined trafficking victims served during the reporting period.)

#### 9C. Age

*Instruction: Report the individuals' age as self-reported at the time that services are received.*

Population	Number of New Victims
0–12	
13–17	
18–24	
25–59	

Population	Number of New Victims
60 and older	
Not Reported	
Not Tracked	
9C. Age Total	(Must equal the number of new undetermined trafficking victims served during the reporting period.)

## Family Members

The criteria for family member eligibility should be outlined in your program's eligibility policies/protocols and should reflect any solicitation or program guidance from OVC.

### 10. Did your organization serve eligible family members during the reporting period?

*Instruction: Eligible family members include related family members of the principal client who received services under the given grant.*

Yes or No (If No, skip to question 14)

### 11. Total number of eligible family members who received services during the reporting period.

*Instruction: Report all eligible family members served by your organization with grant funds during the reporting period. This number should be an unduplicated count of eligible family members served during a single reporting period, regardless of the number of services they received or victimization types with which they presented. Do not count anonymous contacts here.*

### 12. Did you provide services to new eligible family members during the reporting period?

Yes or No (If No, skip to question 14)

### 13. Total number of new eligible family members.

*Instruction: Report the total number of new eligible family members who were served with grant funds for the first time during the reporting period. Report an unduplicated number of these individuals during a single reporting period, regardless of the number of services they received or victimization types with which they presented. For the first reporting period of your award, all individuals should be counted as new.*

### 13A–C. Demographics (for new eligible family members reported during the reporting period).

*Instruction: Report demographics for all new eligible family members served. The total number of individuals in each demographic category should equal the number of new eligible family members served during the reporting period. Demographic data should be self-reported by the individual.*

*If demographic data are not tracked by the organization, report the number of individuals in the "Not Tracked" category. If demographic data are not reported by an individual, report the individual in the "Not Reported" category.*

#### 13A. Race/Ethnicity

*Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.*

Population	Number of New Eligible Family Members
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
13A. Race/Ethnicity Total	(Must equal the number of new eligible family members served during the reporting period.)

#### 13B. Sex

*Instruction: Report the individuals' sex as self-reported at the time that services are received.*

Population	Number of New Eligible Family Members
Male	
Female	
Not Reported	
Not Tracked	
13B. Sex Total	(Must equal the number of new eligible family members victims served during the reporting period.)

#### 13C. Age

*Instruction: Report the individuals' age as self-reported at the time that services are received.*

Population	Number of New Eligible Family Members
0–12	
13–17	
18–24	
25–59	
60 and older	

Population	Number of New Eligible Family Members
Not Reported	
Not Tracked	
13C. Age Total	(Must equal the number of new eligible family members served during the reporting period.)

## Victimizations

### 14A–D. Types of victimizations for all trafficking victims identified during the reporting period.

*Instruction: Report the total number of victims served during the reporting period by type of trafficking. This includes both new and returning individuals as well as anonymous contacts. Each individual should only be reported in one category. If a type of trafficking was unable to be determined, report the individual(s) under "Human Trafficking: Unknown."*

Victimization Type	Number of Victims Receiving Services
14A. Human trafficking: Sex only	
14B. Human trafficking: Labor only	
14C. Human trafficking: Sex and labor	
14D. Human trafficking: Unknown	
Total victims receiving services by victimization type	(Must equal total number of victims of trafficking receiving services during the reporting period.)

### 15. Trafficking victims who received services by co-occurring victimization type (Optional).

*Instruction: Report the number of applicable co-occurring victimizations, as self-reported by the trafficking victim(s), not eligible family members, who received services during the reporting period. An individual may be reported in more than one victimization type but should not be reported more than once within the same victimization type during the reporting period. See appendix B for victimization definitions.*

Victimization Type	Number of Victims Who Received Services
Adult physical assault (includes aggravated and simple assault)	
Adult sexual assault	
Adults sexually abused/assaulted as children	

Victimization Type	Number of Victims Who Received Services Based Co-Occurring Victimizations
Arson	
Bullying (verbal, cyber, or physical)	
Burglary	
Child physical abuse or neglect	
Child pornography	
Child sexual abuse/assault	
Cyber crimes	
Domestic and/or family violence	
DUI/DWI incidents	
Elder abuse or neglect (physical or emotional)	
Gang violence	
Hate crime	
<i>Hate crime explanation required</i>	
Identity theft/fraud/financial crime	
Kidnapping (noncustodial)	
Kidnapping (custodial)	
Mass violence (domestic/international)	
Other vehicular victimization (e.g., hit and run)	
Robbery	
Stalking/Harassment	
Survivors of homicide victims	
Teen dating victimization	
Terrorism (domestic/international)	
Other	
If Other, explain	

16. Of the individuals who received services, how many presented with more than one type of victimization during the reporting period?

*Instruction: Report the number of individuals who self-reported multiple victimizations, in addition to human trafficking, during the reporting period.*

17. Special classifications of individuals

*Instruction: Report the number of individuals who self-identified in each of the following categories.*

Population Category	Number of Victims who Self-Identify as Population Category
Deaf/Hard of hearing	
Homeless	
Veterans	
Victims with disabilities: Cognitive/Physical/Mental	
Victims with limited English proficiency	
Other	
If Other, explain	

October 2022

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Data must be entered in the OVC PMT system at <https://ovcpmt.ojp.gov>.

## VICTIM SERVICES

### Current Quarter Reporting

The follow section contains performance measures regarding confirmed and/or potential human trafficking victims and eligible family members receiving services as reported by the organization during the reporting period.

18. Report the total number of individuals who received services by service type and the number of times each type of service was provided during the reporting period.

*Instruction: Select the types of grant-funded services that were provided by your organization to trafficking victims and/or eligible family members during the reporting period.*

- A. Information and referral
- B. Personal advocacy or accompaniment
- C. Emotional support, safety, and health services
- D. Shelter or housing services
- E. Criminal/Civil justice system assistance
- F. Education, employment, or life skills

#### 18A. Information and referral services

*Instruction: Report the total number of trafficking victims and eligible family members who received information and referral services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.*

18A. Total number of trafficking victims who received information and referral services.

18A. Total number of eligible family members who received information and referral services

Service	Trafficking Victims	Eligible Family Members
18A-1. Information about the criminal justice process	Number of occurrences	Number of occurrences
18A-2. Information about victim rights, how to obtain notifications, etc.	Number of occurrences	Number of occurrences
18A-3. Referral to other victim service programs	Number of occurrences	Number of occurrences
18A-4. Referral to other services, supports, and resources (e.g., legal, medical, faith-based organizations, address confidentiality programs)	Number of occurrences	Number of occurrences
18A-5. Information about substance abuse treatment and support available to crime victims	Number of occurrences	Number of occurrences
18A-6. Referral to substance abuse treatment and support	Number of occurrences	Number of occurrences

#### 18B. Personal advocacy or accompaniment services

*Instruction: Report the total number of trafficking victims and eligible family members who received personal advocacy or accompaniment services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.*

18B. Total number of trafficking victims who received personal advocacy or accompaniment services

18B. Total number of eligible family members who received personal advocacy or accompaniment services

Service	Trafficking Victims	Eligible Family Members
18B-1. Victim advocacy/accompaniment to emergency medical care	Number of occurrences	Number of occurrences
18B-2. Victim advocacy/accompaniment to medical forensic exam	Number of occurrences	Number of occurrences
18B-3. Law enforcement interview advocacy/accompaniment	Number of occurrences	Number of occurrences
18B-4. Individual advocacy (e.g., assistance in applying for public benefits or other low-cost alternatives, applying for medical insurance, return of personal property or effects)	Number of occurrences	Number of occurrences
18B-5. Performance of medical or nonmedical forensic exam or interview, or medical evidence collection	Number of occurrences	Number of occurrences
18B-6. Intervention with employer, creditor, landlord, or academic institution	Number of occurrences	Number of occurrences
18B-7. Child or dependent care assistance (e.g., coordination of services)	Number of occurrences	Number of occurrences
18B-8. Transportation assistance (e.g., coordination of services)	Number of occurrences	Number of occurrences
18B-9. Interpreter services	Number of occurrences	Number of occurrences
18B-10. Family reunification	Number of occurrences	Number of occurrences

### 18C. Emotional support, safety, and health services

*Instruction: Report the total number of trafficking victims and eligible family members who received emotional support, safety, and health services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.*

18C. Total number of trafficking victims who received emotional support, safety, and health services

18C. Total number of eligible family members who received emotional support, safety, and health services

Service	Trafficking Victims	Eligible Family Members
18C-1. Crisis intervention (e.g., in-person, safety planning)	Number of occurrences	Number of occurrences
18C-2. Hotline/Crisis line counseling	Number of occurrences	Number of occurrences
18C-3. On-scene crisis response (e.g., community crisis response)	Number of occurrences	Number of occurrences
18C-4. Individual therapy/mental health services	Number of occurrences	Number of occurrences
18C-5. Support groups (includes facilitated or peer)	Number of occurrences	Number of occurrences
18C-6. Other therapy (e.g., traditional, cultural, or alternative healing; art, writing, or play therapy)	Number of occurrences	Number of occurrences

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Service	Trafficking Victims	Eligible Family Members
18C-7. Emergency financial assistance (e.g., payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic medications, durable medical equipment) providing cash outlays for food, clothing, short-term alternative housing (e.g., hotel due to capacity at shelter), and other support services such as toiletries provided to primary and secondary victims. Assistance may also include payments for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic medications, durable medical equipment, and other similar items allowable under program guidelines	Number of occurrences	Number of occurrences
18C-8. Provision of emergency medical care	Number of occurrences	Number of occurrences
18C-9. Provision of long-term, non-therapeutic medical care	Number of occurrences	Number of occurrences
18C-10. Substance abuse services (e.g., medication-assisted treatment, therapy)	Number of occurrences	Number of occurrences
18C-11. Protection/Safety planning	Number of occurrences	Number of occurrences
18C-12. Case management	Number of occurrences	Number of occurrences

## 18D. Shelter or housing services

*Instruction: Report the total number of trafficking victims and eligible family members who received shelter or housing services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.*

18D. Total number of trafficking victims who received shelter or housing services

18D. Total number of eligible family members who received shelter or housing services

Service	Trafficking Victims	Eligible Family Members
18D-1. Emergency shelter or placement (less than 30 days, includes hotels, motels, shelters)	Number of occurrences	Number of occurrences
18D-2. Transitional housing (i.e., 6- to 24-month duration)	Number of occurrences	Number of occurrences
18D-3. Relocation assistance (e.g., assistance with obtaining housing)	Number of occurrences	Number of occurrences
18D-4. Rental assistance	Number of occurrences	Number of occurrences
18D-5. Host homes	Number of occurrences	Number of occurrences
18D-6. Other shelter/housing	Number of occurrences	Number of occurrences
18D-7. If Other, describe:	Number of occurrences	Number of occurrences

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## 18E. Criminal/Civil justice system assistance services

*Instruction: Report the total number of trafficking victims and eligible family members who received criminal or civil justice system assistance services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.*

18E. Total number of trafficking victims who received criminal or civil justice system assistance services

18E. Total number of eligible family members who received criminal or civil justice system assistance services

Service	Trafficking Victims	Eligible Family Members
18E-1. Notification of criminal justice events (e.g., case status, arrest, court proceedings, case disposition, release)	Number of occurrences	Number of occurrences
18E-2. Victim impact statement assistance	Number of occurrences	Number of occurrences
18E-3. Assistance with restitution (e.g., assistance in requesting restitution and when collection efforts are not successful)	Number of occurrences	Number of occurrences
18E-4. Civil legal assistance in obtaining protection or restraining order	Number of occurrences	Number of occurrences
18E-5. Civil legal assistance with family law issues (e.g., custody, visitation, support)	Number of occurrences	Number of occurrences
18E-6. Other emergency justice-related assistance	Number of occurrences	Number of occurrences
18E-7. Prosecution interview advocacy/accompaniment (e.g., accompaniment with prosecuting attorney and with victim/witness)	Number of occurrences	Number of occurrences
18E-8. Law enforcement interview advocacy/accompaniment	Number of occurrences	Number of occurrences
18E-9. Criminal justice advocacy/accompaniment (providing support, assistance, advocacy/accompaniment to victims at any stage of the criminal justice process) (e.g., filing police report, testimony, post-sentencing support)	Number of occurrences	Number of occurrences
18E-10. Other legal advice and/or counsel	Number of occurrences	Number of occurrences
18E-11. Public benefits law	Number of occurrences	Number of occurrences
18E-12. Criminal record relief (e.g., expungement, vacatur)	Number of occurrences	Number of occurrences
18E-13. Victim's rights representation	Number of occurrences	Number of occurrences

## 18F. Education, employment, or life skills services

*Instruction: Report the total number of trafficking victims and eligible family members who received education, employment, or life skills services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services*

18F. Total number of trafficking victims who received education, employment, or life skills services

18F. Total number of eligible family members who received education, employment, or life skills services

Service	Trafficking Victims	Eligible Family Members
18F-1. Education (e.g., GED program, English as second language, adult basic education)	Number of occurrences	Number of occurrences
18F-2. Job/Vocational training (e.g., technical skills programs, credentialed programs)	Number of occurrences	Number of occurrences
18F-3. Job readiness/employment services (e.g., career counseling, soft skills)	Number of occurrences	Number of occurrences
18F-4. Life Skills (e.g., financial literacy, empowerment programs)	Number of occurrences	Number of occurrences
18F-5. Supported employment (e.g., paid employment, internships)	Number of occurrences	Number of occurrences

## PARTNERSHIPS

### Baseline Questions

Baseline questions gather information about activities that occurred prior to the grant becoming operational. They are asked of new grantees during the first reporting period.

#### 19. Total number of partners participating in the initiative prior to grant funding.

*Instruction: Report the total number of partnership agencies that your organization was working with in the quarter prior to when grant funding started.*

### Current Quarter Reporting

#### 20. Total number of partners involved in the implementation of this grant program (including subgrantees and other partner organizations).

*Instruction: Report the total number of all partner agencies involved in the grant program, both grant-funded and non-grant funded. Partners should be counted on an organizational level, regardless of the number of individual staff that participate through an organization.*

#### 21. Total number of new subgrantee partnerships developed during the reporting period.

*Instruction: Report the total number of new subgrantees that had agreements that were finalized during the reporting period. This should only reflect entities that have a formal subgrant to implement grant activities.*

#### 22. Total number of new partnerships developed during the reporting period.

*Instruction: Report the total number of all new partnerships that were finalized during the reporting period. This should only include entities that have an agreement in place to support grant activities but do not have a formal subgrant.*

#### 23. Among grantees, subgrantees, and partner organizations, list any evidence-based program(s) or practice(s) being used in program implementation.

*Instruction: Report the evidence-based program(s) or practice(s) used by grantees, subgrantees, and partner organizations during the reporting period. If none are currently being used, report "Not Applicable." Evidence-based programs or practices are models, (including program models) that have been proven effective in achieving their intended result. Visit the Office of Justice Program's website, [www.crimesolutions.gov](http://www.crimesolutions.gov), for examples of evidence-based programs and practices.*

#### 24. Among grantees, subgrantees, and partner organizations, list any evidence-based program(s) or practice(s) under review or ongoing evaluation(s) being used in program implementation.

*Instruction: Report the types of evidence-based program(s) or practice(s) under review or evaluation during the reporting period by the grantee, subgrantees, and partner organizations during the reporting period. If none are currently under review, "Not Applicable." Visit the Office of Justice Program's website, [www.crimesolutions.gov](http://www.crimesolutions.gov), for examples of evidence-based programs and practices.*

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25. Of the total number of partners involved in the implementation of this grant program, rate the group partners based on the statement, "This partner is actively involved in the program."

*Instruction: Report the number of partners involved in the program. This includes grant-funded and non-grant funded organizations. Then rate the partner's level of involvement in the project using a scale of 1–5, as indicated below. If there are multiple partners agencies that fit under one partner type, report an average rating for all partners as a group.*

Partner	Number of Partners	Strongly Disagree	Disagree	Neutral	Agree	Strongly Agree
<b>This partner is actively involved in the program</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
State law enforcement agency						
Local law enforcement agency						
Tribal law enforcement agency						
Federal Bureau of Investigation						
Homeland Security Investigations						
Victim services provider/agency						
United States Attorney's Office						
State/Local prosecutor/prosecutors office						
Federal/State/Local regulatory agency						
Researcher/ Evaluator/Academic/Statistical analysis center						
State agency						
Tribal agency						
Local agency						
Interpreters/Language assistance services						
Legal services provider						
Courts (specialty courts, adult, or juvenile courts, etc.)						
Corrections/Community corrections						
Medical professionals/healthcare providers (including vision and dental)						
Mental healthcare providers						
Substance abuse treatment providers						
Child advocacy centers						
Community-based service providers (e.g., housing/shelters, job training/employment)						
Faith-based organizations						
Foundations/Philanthropic organizations						
Businesses (including financial institutions, civic/business community, and trade/professional affiliations)						
Local community group or community member						
Other						
If Other, explain						

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26. How does your organization partner with or seek feedback from program clients or other individuals with lived experience?

*Instruction: In narrative form, report how your organization receives feedback from program clients or individuals with lived experience. Ensure the story distinctly shows how feedback was received from those with lived experience separately from partners.*

27. Number of partnership-building activities completed during the reporting period based on the goals listed below.

*Instruction: Report the number of partnership-building activities completed during the reporting period for each of the following goals. A partnership-building activity is defined as any meeting or effort with an external stakeholder organization to enhance your implementation of this grant program. Efforts can meet multiple goals and may be reported across goals.*

27A. Increase grantee's capacity to identify/serve victims

27B. Increase client's access to a range of services

27C. Increase awareness of the issue of trafficking

27D. Increase sharing of professional expertise

## TRAINING

The training measures collect information about all program-related training events, training participants, and courses or curricula developed.

*Instruction: In questions 28–31, report the number of individuals, trainings or conferences, and courses or curricula developed or revised during the reporting period that were paid for, in part or in full, with program funds.*

## CURRENT QUARTER REPORTING

28. Did training activities occur during the reporting period?

Yes or No (If No, skip the remainder of this section)

29. Trainings or conferences hosted by an external organization.

29A. Number of individuals who attended trainings or conferences hosted by an external organization.

*Instruction: Report the total number of individuals who attended trainings or conferences hosted by an outside organization during the reporting period. This is an organization external to your own. This should include grant-funded and non-grant funded individuals.*

29B. Of those who attended trainings or conferences hosted by an external organization, were any attending participants grant funded in part or in full?

Yes or No (If No, skip to question 30)

29C. How many people were paid for with grant funding to attend trainings or conferences hosted by an external organization during the reporting period?

*Instruction: Report the total number of individuals supported by grant funds who attended training(s) or conference(s) external to your agency or organization during the reporting period. If you or other individuals presented or gave a speech that was paid for with OVC funds at a conference or training event, you can report that information here. Report a whole number for this question. All zero (0) entries much represent a true value of zero.*

**29D. Of those who were grant-funded, number and types of training attended.**

*Instruction: Report the total number of trainings attended per category of training that was hosted by an external organization where your agency used OVC funds to send participants. If you report "Other," describe the type of training.*

- Professional development
- Sex and labor trafficking training
- Sex trafficking training
- Labor trafficking training
- Other
- If Other, describe

**29E. Of those who were grant-funded, report the types of participants who attended or completed trainings or conferences during the reporting period.**

*Instruction: Select the types of participants who attended or completed trainings or conferences. You may select more than one type of participant, if applicable. If you select "Other," describe the type of participant.*

- Victim service/social service providers (including housing/shelter)
- Victim advocates
- Legal service providers
- Courts and prosecutors (including probation, etc.)
- Law enforcement (federal, state, tribal, and task forces)
- Medical professionals/healthcare providers (including vision and dental)
- Mental health providers
- Substance abuse treatment providers
- Educators/Youth service providers
- Community-based organizations (including faith-based)
- Community members
- Government officials
- Embassies or consulates
- Businesses (including financial institutions, civic/business community, and trade/professional affiliations)
- Media outlets
- Labor rights/union organizations
- Researchers or academics
- Other
- If Other, describe

**30. Trainings or conferences hosted by your agency or organization****30A. Total number of the trainings or conferences hosted by the agency or organization.**

*Instruction: Report the total number of trainings or conferences that the organization hosted during the reporting period.*

**30B. Of the trainings or conferences hosted, were any grant-funded, in part or in full?**

Yes or No (If No, skip to question 31)

30C. Of those grant funded trainings or conferences hosted, report the number and type of trainings or conferences hosted.

*Instruction: Report the total number of trainings hosted per type of training. If you report "Other," describe the type of training.*

- Professional development training
- Sex and labor trafficking training
- Sex trafficking training
- Labor trafficking training
- Other
- If Other, describe

30D. Of those grant funded trainings or conferences hosted, report the total number of participants that attended or completed trainings or conferences during the reporting period.

*Instruction: Report the total number of participants who attended or completed the trainings or conferences that were hosted and grant-funded, in part or in full, by the organization.*

30E. Of those grant funded trainings or conferences hosted, report the types of participants who attended or completed trainings or conferences during the reporting period.

*Instruction: Select each type of participant who attended or completed training. Grantees may select more than one type of participant, if applicable. If you select "Other," include a description.*

- Victim service/social service providers (including housing/shelter)
- Victim advocates
- Legal service providers
- Courts and prosecutors (including probation, etc.)
- Law enforcement (federal, state, tribal, and task forces)
- Medical professionals/healthcare providers (including vision and dental)
- Mental health providers
- Substance abuse treatment providers
- Educators/Youth service providers
- Community-based organizations (including faith-based)
- Community members
- Government officials
- Embassies or consulates
- Businesses (including financial institutions, civic/business community, and trade/professional affiliations)
- Media outlets
- Labor rights/union organizations
- Researchers or academics
- Other
- If Other, describe

31. Training courses or curricula developed or revised by your agency or organization.

31A. Total number of training courses or curricula developed or revised during the reporting period.

*Instruction: Report the total number of training courses or curricula that were developed or revised during the reporting period. Only report developments or revisions that are fully completed.*

31B. Of training courses or curricula developed or revised, were any grant-funded, in part or in full?

Yes or No (If No, skip the remainder of this section)

31C. Of those that were grant-funded, number and type of training courses or curricula were developed or revised?

*Instruction: Report the number of training documents developed or revised per type of training. If you report "Other," include a description.*

- Professional development training
- Sex and labor trafficking training
- Sex trafficking training
- Labor trafficking training
- Other
- If Other, describe

31D. Describe the developed or revised training courses or curricula.

*Instruction: Provide a narrative description of the training materials completed during the reporting period. Include the targeted audience, primary sources used in the development of your curriculum, and a brief overview.*

## STRATEGIC PLANNING

Strategic planning measures collect data on activities and outputs of your project (i.e., deliverables). The measures ask for different outputs (e.g., number of deliverables and progress of document approval). Examples of strategic planning measures initiatives include community awareness campaigns, training efforts, and the development and deployment of new technology. Deliverables may include a report, a website, a tool, a training event, or any output.

### Baseline Questions

Baseline questions gather information about activities that occurred prior to the grant becoming operational. They are asked of new grantees during the first reporting period only.

32. Number of improvement initiatives planned for the duration of the current grant.

*Instruction: Report the number of system-wide initiatives planned for the duration of the grant. Examples include community awareness campaigns or training efforts, as well as development and deployment of new technologies.*

33. Number of project deliverables planned for the duration of the current grant.

*Instruction: Report the number of planned deliverables, this may be found in your agency's proposal for the current grant. Deliverables may include a report, a website, a tool, a training event, or any item that is an output of your project.*

### Current Quarter Reporting

34. Number of planned improvement initiatives implemented during the reporting period.

*Instruction: Report the number of system-wide initiatives implemented during the reporting period. Examples include community awareness campaigns or training efforts, as well as development and deployment of new technology.*

35. Number of project deliverables completed during the reporting period.

*Instruction: Deliverables may include a report, a website, a tool, a training event, or any item that is an output of your project.*

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### 36. Number of planning documents that were completed during the reporting period.

*Instruction: Report the number of new planning documents that were fully completed during the reporting period. Not all of the documents are required for every project; select only the ones that apply to your project.*

Types of Planning Documents Completed	Number of New Planning Documents Completed During the Reporting Period
Mission and/or vision statement	
Advisory board charter	
Community partnership memoranda of understanding/memoranda of agreement	
State-wide or jurisdictional needs/strengths assessment	
Program logic model	
Action plan	
Evaluation/Assessment plan	
Sustainability plan	
Data collection plan	
Training plan	

### 37. Does the organization have any written policies, standard operating procedures (SOPs), or protocols in place to address the items below?

*Instruction: Report whether the organization has any finalized policies, SOPs, or protocols in place for each of the categories listed below.*

*Report "Yes" if the protocol has been written and shared with all agency personnel who are responsible for the activity.*

*Report "No" if there is no written policy or procedure addressing a specific issue.*

*Report "N/A" if the category is not applicable to your organization.*

	Yes	No	N/A
<b>Information Sharing</b> Includes sharing information with other core task force members, partners, victim services, etc.			
<b>Data Collection and Reporting</b> Includes data protection, storage, management, tracking, analysis, and transfer. Also reporting data into JustGrants or use of a national database (e.g., Regional Information Sharing Systems)			
<b>Referrals</b> Includes referring victims to internal/external victim services or referring foreign national victims			
<b>Victim Protections</b> Provides victims with all relevant protections afforded to them by law			
<b>Continued Presence (CP)</b> Includes requesting CP status for foreign national victims or providing foreign national victims with CP status or providing documentation to support CP			
<b>Case Handling</b> Includes dealing with cases with many victims or when victims are underage, building strong cases against traffickers, or assisting when there are large numbers of perpetrators per case			
<b>Case Management</b> Includes policies and procedures for handling victims and victim services			
<b>Interpreter/Language</b> Provides appropriate support and resources for language assistance and interpreters as needed			

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	Yes	No	N/A
<b>Media</b> Includes communication policies and procedures regarding speaking with the media, using the media as a resource when conducting task force initiatives, or establishing survivor speaker standards when addressing the media or a public audience.			
<b>Confidentiality</b> Includes victim, victim services, and task force initiative data protection, storage, and transfer; also, handling of tips			
<b>Protocols</b> Includes protocols that outline a coordinated response to addressing human trafficking in a community, city, region, or state			
<b>Human Resources Policies and SOPs</b> Includes hiring and protection of survivors (criminal backgrounds, discrimination, harassment, sexual assault, trauma informed care)			

## COMMUNITY OUTREACH

This section asks about the community outreach activities conducted during the reporting period. Community outreach should occur during all stages of the program and include input from all sectors of the community.

### 38. How often was the organization involved in the following community activities as part of the grant program during the reporting period?

*Instruction: Report the frequency of involvement by the organization for each of the community activities listed below. If your organization was not involved in the community activity during the reporting period, report "N/A" for not applicable.*

	N/A	Monthly	Quarterly
Attended or hosted community meetings			
Distributed newsletters, emails, or other bulletins			
Attended community events			
Conducted activities on social media (e.g., Facebook, Twitter)			
Conducted outreach to vulnerable communities			
Conducted outreach to faith-based organizations			
Conducted outreach to businesses			
Conducted outreach to potential taskforce member			
Other			
If Other, explain			

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## SEMIANNUAL REPORTING QUESTIONS

Regardless of which reporting process or platform you use or time frame you report, all human trafficking grantees will answer semiannual narrative questions twice a year. The numbers of these questions correspond to a separate report from the quarterly performance measures. You will answer these questions in January and July and at the close of the award.

1. Describe the status of each goal and objective from your OVC-approved grant award.
2. Describe problems, delays, or adverse conditions that you encountered, if any, that affected your ability to reach your goals or objectives.
3. Is there any technical assistance that OVC can provide to address any problems, delays, or adverse conditions identified?
  - Yes or No
  - If Yes, explain
4. Are you on track to complete your program fiscally and programmatically on time and within the budget specified in your grant application?
  - Yes or No
  - If No, explain
5. Describe any significant developments related to your project during the reporting period that you did not share above. These may be factors internal to your organization or external related to your larger community or the Nation that positively or negatively affected your project implementation.
6. What progress on goals and objectives is anticipated for the next 6 months, or less if your grant is scheduled to end prior to the next reporting period?
7. Will your agency be able to sustain the program efforts after federal funding under this award has ended?
  - A. Yes, we will likely be able to sustain the efforts and have other sources of funding in place.
  - B. Yes, we hope to sustain the efforts but are still working to identify funding.
  - C. No, we will be unable to sustain program efforts.
  - D. We are unsure at this time.
8. Is the federal award shared with other entities (i.e., subgrantees) to implement grant-approved activities? If so, identify any subgrantees who implemented grant-approved activities during the reporting period in the space below and provide a summary of their activities.

Provide each subgrantee a copy of the Performance Measures Questionnaire so that subgrantees can record their data for the 6-month semiannual reporting period. Attach each subgrantee's completed Excel tracking sheet to your semiannual report in JustGrants.

## APPENDIX A

These race/ethnicity definitions are based on the official definitions used by the U.S. Census. More information can be found at <http://www.census.gov/prod/cen2010/briefs/c2010br-02.pdf>.

### **American Indian or Alaska Native**

Refers to a person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. This category includes people who indicated their race(s) as American Indian or Alaska Native or reported their enrolled or principal tribe, such as Navajo, Blackfeet, Inupiat, Yup'ik, or Central American Indian groups or South American Indian groups.

### **Asian**

Refers to a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes people who indicated their race(s) as Asian or reported entries such as Asian Indian, Chinese, Filipino, Korean, Japanese, Vietnamese, and Other Asian or provided other detailed Asian responses.

### **Black or African American**

Refers to a person having origins in any of the Black racial groups of Africa. It includes people who indicated their race(s) as Black, African American, or reported entries such as Kenyan, Nigerian, or Haitian.

### **Hispanic or Latino**

Refers to an individual who self-reports in one of the specific Spanish, Hispanic, or Latino categories: Mexican, Puerto Rican, Cuban, or another Hispanic, Latino, or Spanish origin. This also includes people who indicate that they are another Hispanic, Latino, or Spanish origin are those whose origins are from Spain, the Spanish-speaking countries of Central or South America, or the Dominican Republic. The terms Hispanic, Latino, and Spanish are used interchangeably.

### **Multiple Races**

Refers to a person who may self-identify in more than one race or ethnicity category.

### **Native Hawaiian or Other Pacific Islander**

Refers to a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who indicated their race(s) as Pacific Islander or reported entries such as Native Hawaiian, Guamanian or Chamorro, Samoan, and Other Pacific Islander or provided other detailed Pacific Islander responses.

### **White Non-Latino or Caucasian**

Refers to a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicated their race(s) as white or reported entries such as Irish, German, Italian, Lebanese, Arab, Moroccan, or Caucasian.

## APPENDIX B

The definitions below are based on federal legislation (unless otherwise noted), which provides guidance to states by identifying a minimum set of acts or behaviors to define crimes. The OVC understands that state statutes may vary. Please interpret your state code within the definitions provided to report requested data.

Examples of specific crimes are provided for each category<sup>1</sup> In these cases, the victimization category should be reported, not the specific crime type. For example, if an adult was the victim of battery under state law, this would be reported as Adult Physical Assault, not as Other: Battery.

### VICTIMIZATION TYPES:

#### Adult Physical Assault (Includes Aggravated and Simple Assault)

**Simple Assault:** Assaults and attempted assaults where no weapon was used, or no serious or aggravated injury resulted to the victim. Intimidation, coercion, and hazing are included.

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Adult Physical Assault—Aggravated Assault:** An unlawful attack by one person upon another, inflicting severe or aggravated bodily injury. This type of assault usually is accompanied with the use of a weapon or by means likely to produce death or great bodily harm.

The following are examples of specific crimes and should be reported as **adult physical assault** (either simple assault or aggravated assault):

- Affray
- Aggravated assault
- Aggravated battery
- Attempted homicide
- Attempted murder
- Battery
- Brandishing a weapon
- Gun violence
- Simple assault
- Strangulation
- Threat with a weapon

#### Adult Sexual Assault

Includes a wide range of victimizations/crimes that include attacks or attempted attacks generally involving unwanted sexual contact between victim and offender. Sexual assaults may or may not involve force and include such things as grabbing, fondling, and verbal threats. Also included is rape, which is defined as penetration of any kind, of the vagina or anus with any body part or object, or oral penetration of a sex organ by another person, without the consent of the victim; may also include penetration of the mouth by a sex organ by another person.

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<sup>1</sup> OVC acknowledges the work of the Center for Victim Research in identifying these specific crimes, behaviors, and activities and aligning them to appropriate victimization types listed in the PMT. Visit their website for more information: <https://victimresearch.org/>.

The following are examples of specific crimes and should be reported as **adult sexual assault**:

- Attempted rape
- Attempted sexual assault
- Fondling
- Forcible sex offense
- Incest
- Indecent liberties
- Indecent exposure
- Non-forcible sex offense
- Rape
- Rape by instrument
- Sexual assault/misconduct
- Sexual assault with an object
- Sodomy

### **Adult Sexually Abused/Assaulted as Children**

Adult survivors of sexual abuse and/or assault, which was suffered while they were children. For examples of sexual abuse/assault that may have been experienced, see Child Pornography and Child Sexual Abuse/Assault.

### **Arson**

Any willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, among others.

### **Bullying (Verbal, Cyber, or Physical)**

Repeated, negative acts committed by one or more children against another child. These negative acts may be physical or verbal in nature—for example, hitting or kicking, teasing or taunting—or they may involve indirect actions such as manipulating friendships or purposely excluding other children from activities. Implicit in this definition is an imbalance in real or perceived power between the bully and victim. Similar conduct conducted by an adult against another adult would likely be considered Stalking/Harassment.

The following are examples of specific activities/behaviors and should be reported as Bullying:

- Bullying through emails
- Creating fake profiles
- Hitting or kicking
- Posting embarrassing pictures/videos online through social media
- Spreading rumors
- Teasing or taunting

### **Burglary**

The unlawful entry of a structure to commit a felony or theft. The Federal Bureau of Investigation's Uniform Crime Reporting (UCR) program includes three subclassifications: forcible entry, unlawful entry where no force is used, and attempted forcible entry. The UCR definition of structure includes apartment, barn, house trailer, or houseboat when used as a permanent dwelling, office, railroad car (but not automobile), stable, and vessel (i.e., ship).

The following are examples of specific crimes and should be reported as Burglary:

- Aggravated burglary
- Attempted forcible entry
- Breaking and entering
- Forcible entry
- Nonforcible entry
- Unlawful entry

## Child Physical Abuse or Neglect

Physical abuse that is nonaccidental physical injury (ranging from minor bruises to severe fractures or death) because of punching, beating, kicking, biting, shaking, throwing, stabbing, choking, hitting (with a hand, stick, strap, or other object), burning, or otherwise harming a child, that is inflicted by a parent, caregiver, or other person. Such injury is considered abuse regardless of whether the caregiver intended to hurt the child. Physical discipline, such as spanking or paddling, is not considered abuse as long as it is reasonable and causes no bodily injury to the child.

The following are examples of specific crimes should be reported as Child Physical Abuse or Neglect:

- Abandonment
- Child neglect
- Endangering the welfare of a child
- Exposure to drugs/alcohol
- Nonviolent child abuse
- Nonviolent child cruelty
- Violent child abuse
- Violent child cruelty

## Child Pornography

Any visual depiction of sexually explicit conduct, including any photograph, film, video, picture, drawing, or computer-generated image or picture, which is produced by electronic, mechanical, or other means, where:

1. Its production involved the use of a minor engaging in sexually explicit conduct;
2. Such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct;
3. Such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct; or
4. It is advertised, distributed, promoted, or presented in such a manner as to convey the impression that it is a visual depiction of a minor engaging in sexually explicit conduct.

The following are examples of specific crimes and should be reported as Child Pornography:

- Child pornography
- Production of child pornography
- Possession, distribution, and receipt of child pornography
- Sexual exploitation of a child

## Child Sexual Abuse/Assault

This may include activities such as fondling a child's genitals, penetration, incest, rape, sodomy, indecent exposure, and exploitation through prostitution by a parent, caregiver, or other person. This definition includes teen sexual assault.

The following are examples of specific crimes and should be reported as Child Sexual Abuse/Assault:

- Child exploitation through prostitution
- Teen sexual assault
- Child molesting
- Statutory rape
- Rape of a child

## Domestic and/or Family Violence

A crime in which there is a past or present familial, household, or other intimate relationship between the victim and the offender, including spouses, ex-spouses, boyfriends and girlfriends, ex-boyfriends and ex-girlfriends, and any family members or persons residing in the same household as the victim. Involves a pattern of abusive behavior in any relationship that is used by one to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

The following are examples of some behaviors and activities that may indicate a victimization of Domestic and/or Family Violence, if the perpetrator was related to the victim as described above:

- Blame
- Frighten
- Humiliate
- Hurt/injure
- Intimidation
- Isolate
- Manipulate
- Terrorize

### **DUI/DWI Incidents**

Driving under the influence (DUI) or driving while impaired (DWI) includes driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming alcoholic beverages or using drugs or narcotics.

The following are examples of specific crimes and should be reported as DUI/DWI Incidents:

- DUI/DWI hit and run
- DUI/DWI motor vehicle crash
- DUI/DWI resulting in death

### **Elder Abuse or Neglect (Physical or Emotional)**

Also known as elder mistreatment, generally refers to any knowing, intentional, or negligent act by a family member, caregiver, or other person in a trusting relationship that causes harm or creates a serious risk of harm to an older person. Elder abuse may include abuse that is physical, emotional/psychological (including threats), or sexual; neglect (including abandonment); and financial exploitation. This is a general definition; state definitions of elder abuse vary. Some definitions may also include fraud, scams, or financial crimes targeted at older people.

### **Gang Violence**

Violence and crime perpetuated by a gang. A gang is defined as:

1. An association of three or more individuals;
2. Whose members collectively identify themselves by adopting a group identity, which they use to create an atmosphere of fear or intimidation, frequently by employing one or more of the following: a common name, slogan, identifying sign, symbol, tattoo or other physical marking, style or color of clothing, hairstyle, hand sign, or graffiti;
3. The association's purpose, in part, is to engage in criminal activity and the association uses violence or intimidation to further its criminal objectives.

### **Hate Crime**

A criminal offense against a person or property motivated in whole or in part by an offender's bias against a race, religion, disability, ethnic origin, or sexual orientation.

### **Identity Theft/Fraud/Financial Crime**

Identity theft occurs when someone wrongfully obtains another's personal information without their knowledge to commit theft or fraud. Fraud and financial crimes include illegal acts characterized by deceit, concealment, or violation of trust and that are not dependent upon the application or threat of physical force or violence. Individuals and organizations commit these acts to obtain money, property, or services; to avoid the payment or loss of money or services; or to secure personal or business advantage.

The following are examples of specific crimes and should be reported as Identity Theft/Fraud/Financial Crime:

- ATM fraud
- Bad checks
- Bribery
- Checks, insufficient funds
- Confidence game
- Contract fraud

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This questionnaire is to be used only for data collection purposes.  
Data must be entered in the OVC PMT system at <https://ovcpmt.ojp.gov>.

- Conversion
- Counterfeiting
- Credit card fraud
- Embezzlement
- Extortion
- False pretense
- False report
- Forgery
- Fraud
- Fraudulent checks
- Hacking/computer invasion
- Home improvement fraud
- Impersonation
- Insurance fraud
- Identify theft
- Mail fraud
- Misappropriation
- Procurement fraud
- Swindle
- Telephone fraud
- Uttering
- Welfare fraud
- Wire fraud

### **Kidnapping (Noncustodial)**

Occurs when someone unlawfully seizes, confines, inveigles, decoys, abducts, or carries away and holds for ransom or reward, by any person, except in the case of a minor by the parent thereof.

The following are examples of specific crimes and should be reported as Kidnapping (Noncustodial) if perpetrated by someone other than a parent or guardian:

- Abduction
- Forcible detention
- Hostage-taking
- Kidnapping
- Unlawful detention
- Unlawful restraint

### **Kidnapping (Custodial)**

Occurs when one parent or guardian deprives another of his or her legal right to custody or visitation of a minor by unlawfully taking the child. The definition and penalties of custodial kidnapping vary by state. In some states, kidnapping occurs only if a child is taken outside of the state and/or if an existing custody order is intentionally violated.

The following are examples of specific crimes and should be reported as Kidnapping (Custodial) if perpetrated by a parent or guardian:

- Abduction
- Forcible detention
- Parental kidnapping
- Unlawful detention
- Hostage-taking
- Unlawful restraint

### **Mass Violence (Domestic/International)**

An intentional violent criminal act that results in physical, emotional, or psychological injury to a sufficiently large number of people to significantly increase the burden of victim assistance and compensation for the responding jurisdiction.

## Other Vehicular Victimization

May include hit and run crimes, and other vehicular assault. Do not report victimizations resulting from DUI—those should be reported as DUI/DWI.

The following are examples of specific crimes and should be reported as Other Vehicular Victimization:

- Hit and run
- Reckless driving
- Motor vehicle crash
- Vehicular assault

## Robbery

Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear, including carjacking.

The following are examples of specific crimes and should be reported as Robbery:

- Armed robbery
- Robbery
- Attempted robbery
- Strong-arm robbery
- Carjacking

## Stalking/Harassment

Individuals are classified as victims of stalking or harassment if they experienced at least one of the behaviors listed below on at least two separate occasions. In addition, the individuals must have feared for their safety or that of a family member as a result of the course of conduct or have experienced additional threatening behaviors that would cause a reasonable person to feel fear.

Stalking behaviors include making unwanted phone calls; sending unsolicited or unwanted letters or emails; following or spying on the victim; showing up at places without a legitimate reason; waiting at places for the victim; leaving unwanted items, presents, or flowers; and posting information or spreading rumors about the victim on the Internet/social media, in a public place, or by word of mouth.

The following are examples of specific crimes/activities/behaviors and should be reported as Stalking/Harassment:

- Harassment
- Harassing phone calls
- Intimidation
- Menacing
- Stalking
- Terroristic threats
- Threatening behavior
- Threatening conduct
- Threatening gesture
- Threatening telephone call
- Threatening words or statements

## Teen Dating Victimization

The occurrence of physical, sexual, psychological, or emotional violence within a teen dating relationship, including stalking. It can occur in person or electronically and might occur between a current or former dating partner.

The following are examples of specific crimes/activities/behaviors and should be reported as Teen Dating Victimization:

- Emotional violence
- Physical violence
- Psychological violence
- Sexual violence
- Stalking

## Terrorism (Domestic/International)

**Terrorism—Domestic:** The term terrorism means an activity that:

1. Involves a violent act or an act dangerous to human life that is a violation of the criminal laws of the United States or of any state, or that would be a criminal violation if committed within the jurisdiction of the United States or any state, and
2. Appears to be intended to:
  - a. Intimidate or coerce a civilian population
  - a. Influence the policy of a government by intimidation or coercion
  - b. Affect the conduct of a government by assassination or kidnapping (18 U.S.C. 3077).

**Terrorism—International:** *The Antiterrorism and Emergency Reserve Fund Guidelines for Terrorism and Mass Violence Crimes* refers to the term terrorism, when occurring outside of the United States, as international terrorism to mean an activity that:

1. Involves a violent act or an act dangerous to human life that is a violation of the criminal laws of the United States of any state or that would be a criminal violation if committed within the jurisdiction of the United States or of any state,
2. Appears to be intended to:
  - a. Intimidate or coerce a civilian population
  - a. Influence the policy of a government by intimidation or coercion
  - b. Affect the conduct of a government by assassination or kidnapping, and
3. Occurs primarily outside the territorial jurisdiction of the United States or transcends national boundaries in terms of the means by which it is accomplished, the persons they appear intended to intimidate or coerce, or the locale in which their perpetrators operate (18 U.S.C. 2331).

## Other

If none of the above victimization types apply, select Other.

The following are examples of specific crimes and should be reported as **Other**:

- False imprisonment
- Property crimes/destruction of property
  - Damage to property
  - Vandalism
- Theft
- Violation of a court order, such as a temporary restraining order
  - Order of protection
  - Harassment restraining order
  - Final restraining order