



FREQUENTLY ASKED QUESTIONS

This Year's Format

Q. How can I access the 2019 NCVRW Resource Guide?

A. To view or download the *2019 NCVRW Resource Guide*, visit www.ovc.gov/ncvrw2019. The Resource Guide contains a wide range of practical, adaptable information to support and augment your outreach efforts, including:

- Professional artwork—in high-resolution formats for print applications as well as graphics specially sized for use online. All artwork is available in both English and Spanish.
- **Theme Poster**—in two sizes: 22" x 28"* and 11" x 17",
- **Theme Artwork**—an array of outreach materials and web ads, and
- **Awareness Posters**—on youth/bullying, elder abuse, and victims' rights and services.
- Instructional content—extensive how-to and sample resources to help you build a successful public awareness campaign.
- Crime and Victimization Fact Sheets—topical fact sheets on the latest crime trends.
- *A limited number of flat 22" x 28" Theme Posters, as well as packets of the Awareness Posters and folded Theme Poster, are available for a small shipping and handling fee. Details available at www.ovc.ncjrs.gov/ncvrw2019/posters.html.

Q. How can I receive next year's print materials and electronic notifications?

- A. Whether you are a new or returning participant, to ensure that you are included in the 2020 mailing, please submit your contact information at www.ovc.gov/ncvrw/mailling. Through this mailing list, you will receive—
- Resource Guide print products, such as the 22" x 28" Theme Poster or 8.5" x 11" Awareness Posters,
 - email notification when the Resource Guide is available to download from the OVC website, and
 - details concerning the National Crime Victims' Service Awards Ceremony.

Q. How can I receive more copies of this year's Theme Poster?

- A. If you missed this year's Theme Poster mailing, would like additional copies, or need a flat (uncreased) copy, you can order the Theme Poster online for a small shipping and handling fee (limited supply available). All materials, including the Theme Poster, are also available for free download. Visit www.ovc.ncjrs.gov/ncvrw2019/posters.html for all your viewing, printing, sign-up, and ordering options.

Q. Can I order a Spanish-language version of the Theme Poster?

A. Hard copies of the Theme Poster are only available in English. To download the Spanish-language artwork in a variety of formats suitable for printing, visit https://ovc.ncjrs.gov/ncvrw2019/artwork_landing_page.html.

Technical Assistance

Q. May I reproduce, modify, or repurpose the materials included on the website?

A. Yes! To promote community awareness of crime victims' rights, all materials that use the 2019 NCVRW theme design developed by the Office for Victims of Crime are in the public domain, and reprint permission is not required. You may use any Resource Guide text verbatim and may also translate it into any language. The entire contents of the *2019 NCVRW Resource Guide*, including Resource Guide Theme Artwork files, are available for download at www.ovc.gov/ncvrw2019.

NOTE: The OVC and National Center for Victims of Crime logos are the exclusive property of their respective agencies and may not be used or reproduced without written permission. See [OVC's Reuse Policy](#) for more information or contact the National Center for Victims of Crime at 202-467-8700 for specific reprint requests.

Q. My Internet access is slow/restricted. How can I view the 2019 NCVRW Resource Guide?

A. If you are unable to download this year's Resource Guide components, please contact the National Center for Victims of Crime at 202-467-8700 for assistance in accessing these materials.

Q. How can we arrange for a speaker at our event?

A. The OVC Training and Technical Assistance Center (TTAC) can help you find expert consultants, victim service professionals, and survivors to speak at a conference; conduct a training designed to meet your organization's specific needs; conduct a needs assessment; or design, implement, or evaluate a training program. Contact OVC TTAC at:

9300 Lee Highway, Fairfax, VA 22031-6050

Phone: 866-OVC-TTAC (866-682-8822)

TTY: 866-682-8880

Fax: 703-225-2338

Email: ttac@ovcttac.org

Website: www.ovcttac.gov

Training and Technical Assistance Online

Requests: www.ovcttac.gov/HowWeCanHelp

Q. How do I search for NCVRW events in my area or publicize an NCVRW event?

A. Publicize your event by adding it to the OVC National Calendar of Crime Victim Assistance-Related Events at <https://ovc.ncjrs.gov/ovccalendar>. The calendar offers a comprehensive list of events to help victims and victim service providers, allied professionals, and other interested individuals plan, promote, and locate events of interest to the victim service community in their area. Your submission will be reviewed and, if approved, posted on the web for public view. There is no charge for posting events.



Q. Where can I find additional information, services, and resources related to crime, victim assistance, and public safety?

A. The National Criminal Justice Reference Service (NCJRS) is a federally funded resource offering information on crime, victim assistance, substance abuse, and public safety to support research, policy, and program development worldwide. NCJRS offers a range of services and resources, balancing the information needs of the field with the technological means to receive and access support. Visit www.ncjrs.gov to find—

- Extensive reference and referral services to help you find answers to your questions about crime, victim assistance, and justice-related research, policy, and practice.
- An information network—[Register](#) to stay informed about new publications, funding opportunities, and other news and announcements.
- Access to thousands of victim-related publications and other products through one of the largest criminal and juvenile justice libraries and databases in the world.
- [Justice Events](#)—Learn about upcoming conferences, webinars, trainings, and other events by searching based on focus areas, geographical location, or dates. Increase exposure and participation at your upcoming conferences by adding your event to the calendar.
- Additionally, NCJRS encourages organizations to contribute publications, training curricula, multimedia, and other resources produced on behalf of or funded by the Office of Justice Programs.

Q. Is funding available to organize National Crime Victims' Rights Week events?

A. Yes! Each year the Office for Victims of Crime makes funding available for local communities to organize, host, and publicize NCVRW events. The Community Awareness Project (CAP) grants are awarded through the National Association of VOCA Assistance Administrators and can provide financial assistance of up to a designated amount (\$6,000 for the 2019 projects).

The 2019 NCVRW CAP awards have already been made. To be notified when the 2020 NCVRW CAP applications are available, please sign up at www.cap.navaa.org.

Using the Artwork

Q. May we add our contact information and logo to the artwork you provided? May we use the artwork to create a custom outreach piece or invitation?

A. Yes! Much of the Resource Guide Theme Artwork is designed with space to add your organization's contact information or logo, as are all Awareness Posters. The PDFs include fillable form fields so you can easily incorporate your local information, giving victims a place to turn within their own community. (Download the free Adobe Reader at www.adobe.com.) The Theme Artwork source files may also be used to develop custom pieces.

Printing companies that use quality presses, inks, and paper will produce the highest-quality products and can often be found through referrals or a quick Internet search. Many local quick-copy vendors and office-supply stores can also meet your printing needs. These shops will usually be more cost-effective for small quantities. Your local printer or office-supply store staff may help you format your piece, insert



your contact information, or create a custom outreach product.

Please note that the use of all font files and any photographic materials is restricted to reproduction only. For inquiries about licensing these elements for other uses, please contact the National Center for Victims of Crime at 202-467-8700.

Q. I need help customizing this year's campaign materials. Where can I get assistance?

A. If you would like help customizing this year's Theme Artwork—including button, bookmark, and ribbon card art—we recommend that you contact a local printing company, which can often be found through referrals or a quick Internet search. For the best results, choose a company that uses quality presses, inks, and paper. (See the previous question for recommendations.)

Alternative versions of the Resource Guide Theme Artwork and the Theme Video are not available. If you encounter situations where you require versions of these products not included with the Resource Guide, we encourage you to submit your comments through the evaluation survey found at www.victimsofcrime.org/ncvrw/survey. Your input is essential as we develop next year's guide.

Q. Where can I find the NCVRW theme design for use in my organization's own campaign materials?

A. The NCVRW theme design can be downloaded at www.ovc.gov/ncvrw2019. Theme Artwork images (including logos, bookmarks, and letterhead) are also available in a variety of formats, such as JPG and PDF, that are easy to apply to your campaign materials. Should you wish to create your own design using specific elements of the 2019 NCVRW theme design, the Adobe Creative Cloud source files for these designs are included as well.

Q. Is there a way to reprint the 8.5" x 11" Awareness Posters or NCVRW-specific Theme Artwork in a larger size?

A. The artwork and posters are designed to print at specific dimensions and scaling them up or altering the width-to-height ratio may distort them. If you are thinking about producing a larger piece, please contact your local printer or office-supply store staff for assistance.

For questions about the 2019 NCVRW Resource Guide, please call the National Center for Victims of Crime at 202-467-8700.

