**VICTIMS OF CRIME ACT (VOCA)**

**LAW ENFORCEMENT/PROSECUTION-BASED ASSISTANCE**

**PROGRAM-FUNDED STAFF**

**NOFO # 1745 - 0701**

|  |  |
| --- | --- |
| Name of Program |  |
| Name of Organization |  |
| GATA ID # |  |

Complete chart below by reporting staff by function(s) performed, not by title or location. Also report employees who will be part-time and/or only partially funded with these funds and any consultants/contractors. Include employees and consultants who will be funded with any required grant match. (1pt)

**All activities provided by the following staff must be fully explained in the budget narrative. Add lines if necessary.**

|  |  |  |  |
| --- | --- | --- | --- |
| **PROGRAM-FUNDED STAFF** | **Agency Full Time Equivalent\*** | **% time on VOCA funded program** | **Program Full Time Equivalent\*\*** |
| ***Example: Volunteer Coordinator*** | ***.50*** | ***100*** | ***.5*** |
| ***Example: Advocate*** | **.75** | **50** | **.375** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| **TOTAL** |  |  |  |

\*Agency FTE is calculated by the number of total hours worked in a week divided by the average work week for your organization.

\*\* Program FTE is calculated by Agency FTE times the time on the program.

Job descriptions and list required training for each position must be submitted if application is funded.

**Upon completion, save and upload this document in AmpliFund under Staffing Plan Q7.**