



# Using Data to Streamline the VOCA Subgrant Award Report Process

The Wisconsin VOCA grants team and a research analyst from the Wisconsin Statistical Analysis Center (SAC) collaborated to create an **efficient, transparent, and accurate** process for reporting crime type allocations data (question #6) on the VOCA Subgrant Award Report (SAR). The resulting process significantly reduced the reporting burden on both subgrantees and VOCA state agency staff.

## Wisconsin's Process

- Provides standardized methods for automatically calculating allocations, allowing flexibility for subgrantees while ensuring accuracy and transparency.
- Bases allocations on PMT data already submitted by subgrantees.
- Uses the same crime categories as quarterly PMT reports – crime categories are uniformly converted to SAR priority area categories for all subgrantees.
- Allows easy tracking of report progress for internal VOCA grant staff.

## At the end of each VOCA fiscal year:

Subgrantees receive a link to the report web form via email.

The form is hosted on an online data collection platform and is prepopulated with victimization data from all four quarters of the agency's PMT report. The emails are automatically scheduled and sent.

## Subgrantees choose a crime type allocation method.

Subgrantees choose from one of four methods and enter additional information if necessary. The form automatically calculates the allocations using the following formula:

$$\begin{aligned} \text{Crime Type} \div \text{Total} &= \text{Proportion} \\ \text{Proportion} \times \text{Total Award } \$ &= \text{Allocation } \$ \end{aligned}$$

### Victimizations (default)

Allocations are calculated based on the total number of victimizations reported in quarterly PMTs throughout the year. *This method requires no additional data entry.*

### Number of Staff

Subgrantee enters the number of VOCA-funded FTEs who work on each crime type, estimating the breakdown of their time across the different crime types so that positions are not double counted.

### Staff Time

Subgrantee enters the number of VOCA-funded hours staff spent on each crime type.

### Custom

Subgrantee submits their own allocations for each crime type, and provides a detailed explanation of how those allocations were calculated.

*Subgrantees also complete the remaining Subgrant Award Report questions using the web form.*

Dashboard calculates allocations and converts PMT crime types to SAR priority areas.

A data dashboard converts PMT crime categories to SAR priority area categories, calculates allocations for the fiscal year that just ended, and then applies the same proportions to the new fiscal year award amount to calculate the estimated allocations for the upcoming year. The dashboard has a live connection to the data collection platform and refreshes daily as reports are submitted.

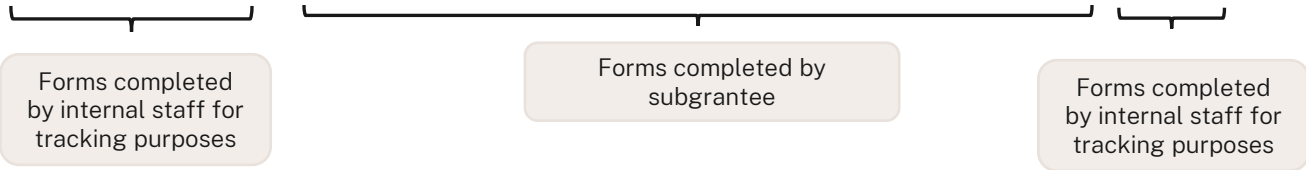
VOCA grant staff enter the allocations and other SAR information into OVC PMT on behalf of the subgrantee.

ALLOCATIONS FOR SELECTED VICTIMIZATIONS					
Grant ID / Crime Type	Agency	Federal Award Number	Allocation Method	Number	Allocation
16682					
A					
A1		2019-V2-GX-0045	Victimizations (default)	65.00	\$7,654
A2		2019-V2-GX-0045	Victimizations (default)	117.00	\$13,777
B		2019-V2-GX-0045	Victimizations (default)	841.00	\$99,026
C		2019-V2-GX-0045	Victimizations (default)	261.00	\$30,732
D		2019-V2-GX-0045	Victimizations (default)	513.00	\$60,405

The process repeats midway through the next fiscal year for the semi-annual report.

VOCA grant staff can easily track progress at all steps of the process.

Record ID	Grant Info	Victimizations	Survey Settings	Subgrant Award Report	Select Allocation Method	Number Of Staff	Staff Time	Other Allocation	Review and Submit	PDFs	OVC Submission
2022-11_085	●	●	●	●	●	○	○	○	●	●	●
2022-11_086	●	●	●	●	●	○	○	○	●	●	●
2022-11_087	●	●	●	●	●	○	○	○	●	●	●
2022-11_088	●	●	●	●	●	○	○	○	●	●	●
2022-11_089	●	●	●	●	●	○	○	○	●	●	●
2022-11_090	●	●	●	●	●	○	○	○	●	●	●
2022-11_091	●	●	●	●	●	○	○	○	●	●	●
2022-11_092	●	●	●	●	●	○	○	○	●	●	●
2022-11_093	●	●	●	●	●	○	○	○	●	●	●



View more materials related to the Wisconsin SAR process, including a recorded webinar:

<https://www.doj.state.wi.us/ocvs/victims-crime-act-voca>



Wisconsin Department of Justice

Office of Crime Victim Services | Grants and Training Team

Division of Law Enforcement Services | Bureau of Justice Information and Analysis

<https://www.doj.state.wi.us/>

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