



Victim Services Grant Program (VSGP)

Office of Justice Programs Office for Victims of Crime Performance Measurement Tool (PMT)

September 2019





Overview

- The OVCPMT is a Web-based reporting system where grantees administering Victims of Crime Act (VOCA) Formula funded programs can electronically submit quantitative and qualitative program performance data.





PMT System

Use of the system is **required**
for all Office for Victims of
Crime (OVC), Victims of Crime
Act (VOCA) funding recipients
(subgrantees)





OVC/PMT Data Entry Requirements

- A grantee (DCJS) must be a direct recipient of funds from OVC.
- A subgrantee (Your Agency) receives funds from the grantee or State Administrative Agency (SAA).
- The SAA (DCJS) is responsible for communicating reporting requirements to subgrantees. Subgrantees **do not** report in GMS.





OVC PMT

Navigating the System

- Find at: <https://ojpsso.ojp.gov/>
- Use of Google Chrome is recommended and encouraged.





OVC PMT

Navigating the System

Accessing the OVC PMT System:

- DCJS staff set up your initial grant information in OVC PMT

The person listed as the Project Director in your grant application will be listed as the Point of Contact (POC) in OVC PMT





OVC PMT

Navigating the System

Accessing the OVC PMT System:

- The POC will receive an email invitation from PMT to establish their account – **you may have already**
- Contact Tyler Hinton if your Project Director does not receive this email.





Questions?



Virginia Department of
Criminal Justice Services
www.dcjs.virginia.gov



OVC PMT

Navigating the System

- Enter User Name and Password
- Click “Login”

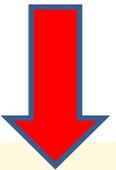


U.S. DEPARTMENT OF JUSTICE

Office of Justice Programs

Innovation • Partnerships • Safer Neighborhoods

Performance Measurement Platform



User Name

kristina.vadas@dcjs.virginia.gov

Password

.....

Login

[Forgot Password](#)

Please note: JavaScript must be enabled to use this site. If not, site navigation will not work properly. If you need to enable JavaScript, click [here](#) to find out how.





OVC PMT

Navigating the System

- You can make updates to your account from this home screen





OVC PMT

Navigating the System

- Select “OVC PMT” for data entry



U.S. DEPARTMENT OF JUSTICE

Office of Justice Programs

Innovation • Partnerships • Safer Neighborhoods

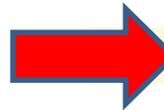
Performance Measurement Platform

Kristina Vadas [Logout](#)

Home

Update My Account

Change Password



OVC PMT

*** Staying Logged-In ***

Keep this window open for navigation to all of your assigned OJP applications!



Virginia Department of
Criminal Justice Services
www.dcjs.virginia.gov



OVC PMT

Navigating the System

- New tab opens
- Screen will look similar to this:

The screenshot shows the OVC PMT system interface. At the top left is the logo for the Office of Justice Programs. Below it is the logo for the Office for Victims of Crime, which includes three stylized human figures in blue, red, and green. To the right of the logo is the text "OFFICE FOR VICTIMS OF CRIME". Further right, it says "Performance Measurement Tool (PMT) Victim Assistance VA - VIRGINIA DEPT. OF CRIMINAL JUSTICE" and "JUSTICE FOR VICTIMS • JUSTICE FOR ALL". Below this is a navigation bar with orange tabs: "OVC PMT Home", "Administration", "Profile", "SAR", "Enter Data", "Reports", "Need Help?", and "Logout". The main content area has a blue header "INFORMATION AND RESOURCES" with a minus sign. Below this is a warning: "Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having to reenter data, click the 'save' button before leaving the system unattended or when you're finished entering data." This is followed by a red text notice: "You are responsible for creating a report from the Performance Measurement Tool that is submitted to OVC through the Grants Management System (GMS). Please see the reporting schedule below for your due dates. During the non-submission periods, you are encouraged to create a report for your records." Below this is a grey header "REPORTING SCHEDULE" with a plus sign. At the bottom, there is a footer with contact information: "For technical assistance, contact the OVC PMT Help Desk at OVCPMT@csrincorporated.com or call toll-free 1(844)884-2503. The Office for Victims of Crime is a component of the Office of Justice Programs, U.S. Department of Justice." A "Go to top" button is in the bottom right corner.





OVC PMT

Navigating the System

- The system will “time out” in approximately 30 minutes.
- Be sure to save the data you enter frequently so it is not lost if it times out.





OVC PMT

Navigating the System

- You can add additional users
- Hover cursor over “Administration” and select “User Management”

OFFICE OF JUSTICE PROGRAMS

 OFFICE FOR VICTIMS OF CRIME

OVC PMT Home Administration Profile SAR Enter Data Reports Need Help? Logout

INFORMATION AND RESOURCES

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having leaving the system unattended or when you're finished entering data.

You are responsible for creating a report from the Performance Measurement Tool that is submitted to OVC th see the reporting schedule below for your due dates. During the non-submission periods, you are encouraged

REPORTING SCHEDULE





OVC PMT

Navigating the System

- Select “Add a new user” at bottom

JUSTICE FOR VICTIMS • JUSTICE FOR ALL

OVC PMT Home Administration Profile SAR Enter Data Reports Need Help? Logout

Current User List

List Current Users

Search:

User Name	Phone	Email	Delete?
Kristina Vadas	8047867802	Kristina.vadas@virginia.gov	Delete

[Add a new user](#)





OVC PMT

Navigating the System

- Click “Need Help?” tab for resources

A screenshot of the OVC PMT website interface. At the top, there is a logo for the Office for Victims of Crime, featuring three stylized figures in blue, purple, and green. Below the logo is a navigation menu with tabs: "OVC PMT Home", "Administration", "Profile", "SAR", "Enter Data", "Reports", "Need Help?", and "Logout". A large red arrow points down to the "Need Help?" tab. Below the navigation menu, there is a section titled "INFORMATION AND RESOURCES" with a blue background. The text in this section reads: "Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having leaving the system unattended or when you're finished entering data. You are responsible for creating a report from the Performance Measurement Tool that is submitted to OVC th see the reporting schedule below for your due dates. During the non-submission periods, you are encouraged". Below this text is a section titled "REPORTING SCHEDULE" with a grey background.





OVC PMT

Navigating the System

- You will see this screen:

OVC PMT Home	Administration	Profile	SAR	Enter Data	Reports	Need Help?	Logout
------------------------------	--------------------------------	-------------------------	---------------------	----------------------------	-------------------------	----------------------------	------------------------

Performance Measures

- [Victim Assistance - Subgrant Award Report \(SAR\)](#) (Fall 2018)
- [Victim Assistance - Subgrantee Data Report](#) (June 2017)
- [Victim Assistance – Grantee Report](#)

PMT User Materials

- [Victim Assistance - User Guide for Grantees](#) (Fall 2018)
- [Victim Assistance - Grantee FAQs](#) (Fall 2018)
- [Victim Assistance User Guide for Subgrantees](#) (Fall 2018)
- [Victim Assistance - FAQs on the Subgrant Award Report](#) (Fall 2018)
- [Victim Assistance - FAQs on the Subgrantee Data Report](#) (Fall 2018)
- [Victim Assistance - FAQs on the PMT System](#) (Fall 2017)
- [Victim Assistance - Progress Reporting Fact Sheet](#) (Fall 2018)
- [Victim Assistance - Subgrantee Data Tracking Template \(Excel\)](#)
- [Victim Assistance - Import Tool User Guide](#) (Fall 2018)

Trainings

- [Victim Assistance - Performance Measures Training](#) (Fall 2018)
- [Victim Assistance Targeted Guidance Training](#) (Fall 2018)
- [Victim Assistance - 2016 VOCA National Conference, PMT Update Slides](#) (Summer 2016)
- [OVC Performance Measurement Tool Webinar Series Recordings](#)





OVC PMT

SAR & Data Entry

There are two primary components of your grant record in the PMT:

1. Subgrant Award Report (SAR)
2. Quarterly Performance Data Entry





OVC PMT

1. SAR

Subgrant Award Report (SAR):

- Completed once at the beginning of the project.
- Contains overall information about your grant award
- Typically due by the end of the first quarter





OVC PMT

2. Data Entry

Quarterly Data Entry:

- Completed at the end of each quarter of the fiscal year
- Will be entered under the current SAR/grant fiscal year
- SAR must be completed and approved prior to entering quarterly data for Quarter 1





OVC PMT

Navigating the System

REMINDER:

You must complete your Subgrant Award Report (“SAR”) and have it approved prior to being able to enter performance data.





OVC PMT

Entering the SAR

- Click on “SAR” tab

OFFICE OF JUSTICE PROGRAMS

OFFICE FOR VICTIMS OF CRIME

OVC PMT Home Administration Profile SAR Enter Data Reports Need Help? Logout

INFORMATION AND RESOURCES

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having leaving the system unattended or when you're finished entering data.

You are responsible for creating a report from the Performance Measurement Tool that is submitted to OVC th see the reporting schedule below for your due dates. During the non-submission periods, you are encouraged

REPORTING SCHEDULE





OVC PMT

Entering the SAR

- Click on your program

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having to reenter data, click the 'save' button before leaving the system unattended or when you're finished entering data.

SUBGRANTEE LIST

Filter Records:

Name	Address	POC	Subaward Count	SAR Finished	SAR Approved	Allow Data Entry
Women's Resource Center of NRV (CA)	P.O. Box 477 Radford VA 24143	Pat Brown adminservices@wrcnr.v.org 5406399592	4	3	3	<input type="checkbox"/>
Women's Resource Center of the New River Valley, Inc. (VSGP-SADV)	P. O. Box 477 Radford VA 24143-0000	Pat Brown director@wrcnr.v.org 5406399592	6	4	4	<input type="checkbox"/>





OVC PMT

Entering the SAR

SUBGRANTEE CONTACT INFORMATION

Agency Name:

Address Line one:

Address Line Two:

City:

State:

Zip Code:

POC Name:

(format: First Name Last Name)

POC Email:

(format: joe@smith.com)

POC Phone:

(format: 2029391234)

Note that this information is for system access. The contact information of the Subgrantee user should be entered here.

Subgrantee Organization Type:

- Child Abuse Service Organization (E. G., Child Advocacy Center)
- Coalition (E. G., State Domestic Violence Or Sexual Assault Coalition)
- Domestic And Family Violence Organization
- Faith-Based Organization
- Organization Provides Domestic And Family Violence And Sexual Assault Services
- Organization By And/Or For Underserved Victims Of Crime (E. G., Drunk Driving, Homicide, Elder Abuse)
- Sexual Assault Services Organization (E. G., Rape Crisis Center)
- Multiservice Agency
- Other





OVC PMT

Entering the SAR

- Click on “Save & Continue” button at the bottom





OVC PMT

Entering the SAR

- Click “Enter/Edit Data” next to the current grant

OVC PMT Home Administration Profile SAR Enter Data Reports Need Help? Logout

Subgrantee List Subgrantee Contact Subaward List

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having to reenter data, click the 'save' button before you leave the system unattended or when you're finished entering data.

SUBAWARDS

SubAward Number	Subaward Amount	Project Dates	Federal Award	SARS	
16-E2333SA14	-----	07/01/2015 - 09/30/2016	2014-VA-GX-0051	Approved Review	
17-F2333SA15		07/01/2016 - 06/30/2017	2015-VA-GX-0043	Approved Review	
18-G2333SA16		07/01/2017 - 06/30/2018	2016-VA-GX-0039	In Progress	Enter/Edit Data

Go Back Add Subaward Update





OVC PMT

Entering the SAR

- Information on the first page will be completed for you
- Scroll to the bottom and click “Save and Continue”





OVC PMT

Entering the SAR

- Beginning with Question 7, complete the remaining questions
- Click on “Save & Continue” at the bottom once complete





OVC PMT

Entering the SAR

- Question 8 – include state cash match amount here (see SOGA)

8. Subgrant match (financial support from other sources)

A. Value of in-kind match:

0

B. Cash match:

0

C. Total match:

0

(auto-calculated)

D. Match waiver:

Enter if applicable

Enter state **cash** match amount here

Do not check





OVC PMT

Entering the SAR

USE of VOCA and MATCH FUNDS must check the category of service under each of the sections (A.-E.).

Example:

A. INFORMATION & REFERRAL

- Information about the criminal justice process
- Information about victim rights, how to obtain notifications, etc.
- Referral to other victim service programs
- Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)

B. PERSONAL ADVOCACY/ACCOMPANIMENT

- Victim advocacy/accompaniment to emergency medical care
- Victim advocacy/accompaniment to medical forensic exam
- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)
- Performance of medical or nonmedical forensic exam or interview, or medical evidence collection
- Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- Intervention with employer, creditor, landlord, or academic institution
- Child and/or dependent care assistance (includes coordination of services)
- Transportation assistance (includes coordination of services)
- Interpreter services





Questions?



Virginia Department of
Criminal Justice Services
www.dcjs.virginia.gov



OVC PMT

Entering Quarterly Data

REMINDER:

Report only on services and activities that are **funded through your grant** *(including state cash match).*





OVC PMT

Entering Data

- Include services and activities of **volunteers** and/or **student interns** that support the grant-funded project.





OVC PMT

Navigating the System

- Click on “Enter Data” tab

OFFICE OF JUSTICE PROGRAMS

OFFICE FOR VICTIMS OF CRIME

OVC PMT Home Administration Profile SAR Enter Data Reports Need Help? Logout

INFORMATION AND RESOURCES

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having leaving the system unattended or when you're finished entering data.

You are responsible for creating a report from the Performance Measurement Tool that is submitted to OVC th see the reporting schedule below for your due dates. During the non-submission periods, you are encouraged

REPORTING SCHEDULE





OVC PMT

Navigating the System

- Select reporting period from dropdown menu

OFFICE OF JUSTICE PROGRAMS

Performance Measurement Tool (PMT)
Victim Assistance
VA - VIRGINIA DEPT. OF CRIMINAL JUSTICE

JUSTICE FOR VICTIMS • JUSTICE FOR ALL

OVC PMT Home Administration Profile SAR Enter Reports Need Help? Logout

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having to reenter data, click the 'save' button before leaving the system unattended or when you're finished entering data.

Select Reporting Period: - All -

For technical assistance, contact the OVC PMT Help Desk at OVCPMT@csrincorporated.com or call toll-free 1(844)884-2503.
The Office for Victims of Crime is a component of the Office of Justice Programs, U.S. Department of Justice.

Go to top

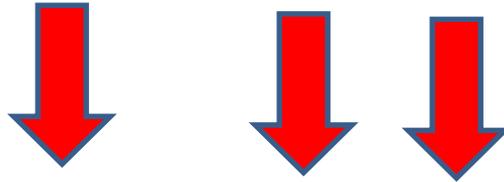




OVC PMT

Navigating the System

- Data entry page with three tabs



POPULATION DEMOGRAPHICS DIRECT SERVICES REVIEW

This section **should** be completed each reporting period.
Source of data: Activities conducted at the subgrantee level.

1. **TOTAL** number of individuals who received services during the reporting period.
2. **TOTAL** number of anonymous contacts received during the reporting period.
3. Of the number of individuals entered in question 1, how many were **NEW** individuals who received services from your agency **for the first time** during the reporting period.

We cannot track new individuals

4. Demographics (for NEW individuals identified in Question 3)





OVC PMT

Entering Data

- There will be four tabs when you report in October.



POPULATION DEMOGRAPHICS DIRECT SERVICES **SUBGRANTEE ANNUALLY REPORTED QUESTIONS** REVIEW

This section **should** be completed each reporting period.
Source of data: Activities conducted at the subgrantee level.

1. **TOTAL** number of individuals who received services during the reporting period. Number
2. **TOTAL** number of anonymous contacts received during the reporting period. Number
3. Of the number of individuals entered in question 1, how many were **NEW** individuals who received services from your agency reporting period. Number





OVC PMT

Entering Data

Subgrantee Annually Reported Questions

- This tab will be displayed in October for the July-September quarter because September is the end of the Federal Fiscal Year





OVC PMT

Entering Data

Subgrantee Annually Reported Questions

- Please respond to these questions as directed for the July-September 2019 reporting period
- You may list “not applicable” or “not yet tracked” if you are unable to answer certain questions





OVC PMT

Entering Data

- Report only on services and activities that are **funded through this grant program.** (*including state cash match*).
- Hover cursor over any underlined words or phrases for additional instructions and/or definitions.





OVC PMT

Entering Quarterly Data

**** New Process ****

- This is a process change, not a change to data collection
- Use routine process: Excel spreadsheet, or other data tracking method to generate your quarterly stats
- Enter them directly into OVC PMT.





OVC PMT

Entering Data:

Population Demographics Tab



POPULATION DEMOGRAPHICS DIRECT SERVICES REVIEW

This section **should** be completed each reporting period.
Source of data: Activities conducted at the subgrantee level.

1. **TOTAL** number of individuals who received services during the reporting period.

2. **TOTAL** number of anonymous contacts received during the reporting period.

3. Of the number of individuals entered in question 1, how many were **NEW** individuals who received services from your agency **for the first time** during the reporting period.

We cannot track new individuals

4. Demographics (for NEW individuals identified in Question 3)





OVC PMT

Entering Data:

Population Demographics Tab

Question 1:

- Total number of individuals who received services during the reporting period.

Count all individuals served by your organization with the use of VOCA plus match 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** include anonymous contacts
- OVC would like an unduplicated count
- **If your organization only had anonymous contacts, enter zero (0).**





OVC PMT

Entering Data:

Population Demographics Tab

Question 2:

- Total number of anonymous contacts received during the reporting period (quarter)
- These are typically through a hotline or online chat service where the individuality of each contact cannot be established.





OVC PMT

Entering Data:

Population Demographics Tab

Question 3:

- Of the number of individuals entered in question 1, how many were NEW individuals who received services from your agency for the first time during the reporting period
- Report the number of NEW individuals
- For the first reporting period of your sub award, all individuals should be counted as new.





OVC PMT

Entering Data:

Population Demographics Tab

Question 4:

- Demographic information is as self-reported by the individual
- Be sure to carefully review the “Not Reported” and “Not Tracked” definitions; the value of “0” should represent a true value of zero





OVC PMT

Entering Data:

Population Demographics Tab

Question 5:

- A. Race/Ethnicity
 - Hover cursor over each for definition
 - Someone identifying bi- or multi-racial should be listed under “Multiple Races”
 - Must equal the number reported in Question 3





OVC PMT

Entering Data:

Population Demographics Tab

Question 5:

- B. Gender Identity
 - As self-reported by the individual
 - Provide a brief description if “Other” is selected
 - Must equal the number reported in Question 3





OVC PMT

Entering Data:

Population Demographics Tab

Question 5:

- C. Age
 - Report each individuals' age **at the time of the victimization** for which they are seeking services
 - If a victim reports multiple victimizations at different ages, report the victim's age at time of the earliest reported victimization
 - Must equal the number reported in Question 3





OVC PMT

Entering Data:

Population Demographics Tab

Question 6. A., B., and C.:

- Indicate the types of victimizations for all individuals counted in **Question 1 and 2**
- The value of “0” should represent a true value of zero





OVC PMT

Entering Data:

Population Demographics Tab

Question 6. A.:

- A. Victimization Type
 - Hover cursor over each for definition
 - An individual **may** be counted under more than one victimization type
 - Do not count an individual more than once **within the same** victimization type





OVC PMT

Entering Data:

Population Demographics Tab

Question 6. B.:

- Multiple Victimization Types
 - List the number of individuals (from Questions 1 & 2) that presented with more than one type of victimization
 - In other words, how many individuals were counted under more than one victimization type in “A”?





OVC PMT

Entering Data:

Population Demographics Tab

Question 6.C.:

- C. Special Classifications
 - As **self-reported** by the individual
 - Individuals may not report any of the listed special classifications
 - Individuals may be counted under more than one special classification
 - “Other” includes any additional classification that you track





OVC PMT

Entering Data

Reminder:

Be sure to save frequently!



Virginia Department of
Criminal Justice Services

www.dcjs.virginia.gov



OVC PMT

Entering Data: Direct Services Tab



POPULATION DEMOGRAPHICS

DIRECT SERVICES

REVIEW

Complete this section each reporting period.

6. Number of individuals assisted with a victim compensation application during the reporting period.
7. Select the types of services provided by your organization during the reporting period:





OVC PMT

Entering Data: Direct Services Tab

Question 7:

- Enter the number of individuals assisted with a victim compensation application during the quarter
(Virginia Victim Fund (formerly CICF) application)
- Must have provided more assistance than simply handing out the application form





OVC PMT

Entering Data: Direct Services Tab

Questions 8. A., B., C., D., and E.:

- This is where services are documented
- Five broad categories
- Each category has additional subcategories of services

Reminder to report only grant-funded services





OVC PMT

Entering Data:

Direct Services Tab

Question 8:

- First select the broad categories of services provided by your agency:
 8. Select the types of services provided by your organization during the reporting period:
 - A. Information & Referral
 - B. Personal Advocacy/Accompaniment
 - C. Emotional Support or Safety Services
 - D. Shelter/Housing Services
 - E. Criminal/Civil Justice System Assistance





OVC PMT

Entering Data: Direct Services Tab

Question 9.:

- Once checked, additional options will drop down below in Question 9





Example:

A. INFORMATION & REFERRAL

- Information about the criminal justice process
- Information about victim rights, how to obtain notifications, etc.
- Referral to other victim service programs
- Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)

B. PERSONAL ADVOCACY/ACCOMPANIMENT

- Victim advocacy/accompaniment to emergency medical care
- Victim advocacy/accompaniment to medical forensic exam
- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)
- Performance of medical or nonmedical forensic exam or interview, or medical evidence collection
- Immigration assistance (e.g., special visas, continued presence application, and other immigration relief)
- Intervention with employer, creditor, landlord, or academic institution
- Child and/or dependent care assistance (includes coordination of services)
- Transportation assistance (includes coordination of services)
- Interpreter services





OVC PMT

Entering Data: Direct Services Tab

Question 9.:

- For each **broad category** that you checked, enter the **number of individuals** who received services in the category,
- Enter the **number of times** that service was provided
- 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 individuals** who received those services.





OVC PMT

Entering Data:

Direct Services Tab

Example:

A. INFORMATION & REFERRAL

Enter the **number of individuals** who received services in this category:

Enter the **number of times** services were provided in each subcategory:

A1. Information about the criminal justice process

A2. Information about victim rights, how to obtain notifications, etc.

A3. Referral to other victim service programs

A4. Referral to other services, supports, and resources *(includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)*





OVC PMT

Entering Data: Direct Services Tab

Question 9:

- Zero is a valid response if you do not offer the subcategory service
- Clients may be counted more than once in a subcategory





OVC PMT

Entering Data:

Direct Services Tab

Question 9:

- Be sure to count each service in only one subcategory; in other words, for each service you provide, pick the one subcategory that best describes it.





OVC PMT

Entering Data:

Direct Services Tab

Question 9:

- Some of the services have additional explanations and/or definitions; hover over these to view them
- Services in categories A, B, C:
 - Generally self-explanatory
 - May not be applicable to all projects





OVC PMT

Entering Data:

Direct Services Tab

Question 9:

- Services in category D:
 - May not be applicable to all projects
 - D1 (Emergency shelter or safe house) & D2 (Transitional housing):
A “unit” of service can be number of bed nights in shelter / transitional





OVC PMT

Entering Data:

Direct Services Tab

Question 9:

- Services in category E:
 - E4, E5, E7: Can be an advocate, paralegal, attorney, or other person providing this type of assistance
 - E6, E11: Very broad; use only if a service you provide truly doesn't fit anywhere else

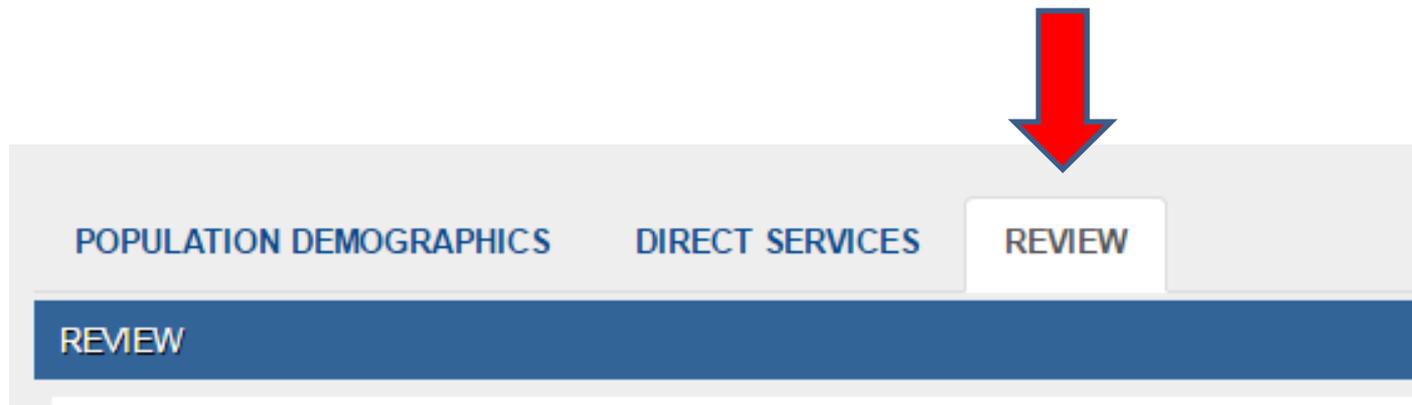




OVC PMT

Entering Data: Review Tab

- Will alert you to any errors or missing information in the data you entered





OVC PMT DCJS Review

- DCJS staff will review the data you entered
- Staff may contact you additional clarification or corrections
- Once verified by DCJS, your data will be submitted to OVC





Questions?



Virginia Department of
Criminal Justice Services
www.dcjs.virginia.gov



OVC PMT

Quarterly Submissions

As a reminder:

1. Enter **OVC PMT data** on/by the 15th of the month following the end of the quarter.
2. Submit quarterly **financial reports** in DCJS Grants Management Information System (GMIS) on/by 15th day following the end of the quarter.
3. Submit copy of **PMT data** AND **Quarterly Narrative Report** in GMIS on/by 15th day following the end of the quarter. *





OVC PMT

Navigating the System

- Reports

Performance Measurement Tool |
Victim Assl
VA - Virginia Department of Criminal Justice Se

JUSTICE FOR VICTIMS • JUSTICE P

OVC PMT Home Administration Profile SAR Enter Data Reports Need Help? Logout

Please be aware that your session will time out 30 minutes after you stop saving data. To avoid losing or having to reenter data, click the 'save' button leaving the system unattended or when you're finished entering data.

Select Reporting Period: - All -

- All
- 04/01/2019 - 06/30/2019
- 01/01/2019 - 03/31/2019
- 10/01/2018 - 12/31/2018
- 07/01/2018 - 09/30/2018
- 04/01/2018 - 06/30/2018
- 01/01/2018 - 03/31/2018
- 10/01/2017 - 12/31/2017
- 07/01/2017 - 09/30/2017
- 04/01/2017 - 06/30/2017
- 01/01/2017 - 03/31/2017
- 10/01/2016 - 12/31/2016
- 07/01/2016 - 09/30/2016
- 04/01/2016 - 06/30/2016
- 01/01/2016 - 03/31/2016
- 10/01/2015 - 12/31/2015

For technical assistance
The Office for Victims

Desk at ovcpmt@usdoj.gov or call toll-free 1-844-884-2503.
the Office of Justice Programs, U.S. Department of Justice.



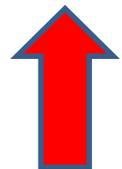


OVC PMT

Navigating the System

- Can generate a PDF or Excel document that you can save

Subgrantee Name ▲	Reporting Period ▼	Data Entry Status ▼	Last Modified ▼	Quarterly Reports ▼
Bedford DSS Domestic Violence Services (VSGP-SADVGP)	04/01/2019 - 06/30/2019	Complete <input type="button" value="Unlock"/>	07/09/2019 Cori Davis	PDF Excel





OVC PMT

Quarterly Submissions

- * DCJS GMIS will allow up to four documents to be uploaded in a reporting period field.
- * DCJS GMIS will accept files that end in:
.pdf .rtf .snp .txt .zip .doc .xls





Summary of New Process:

1. Complete **SAR** in OVC PMT by **Friday, October 6th**.
2. Enter **OVC PMT data to meet reporting deadlines:**

CALENDAR QUARTER ENDING	Federal Progress Report Due Date: The 15 th calendar day after the end of the quarter in OVCPMT and GMIS
9/30/2019	10/15/2019
12/31/2019	1/15/2020
3/31/2020	4/15/2020
6/30/2020	7/15/2020





New Quarterly Narrative Report will be emailed by October 1st. A copy of the narrative report must be uploaded to GMIS only.

Note: Financial reports are also due in GMIS on/by the 15th calendar day following the end of the quarter.



Virginia Department of
Criminal Justice Services

www.dcjs.virginia.gov



For OVC/PMT Assistance:

**OVC/PMT Help Desk at
1-844-884-2503**

or

ovcpmt@usdoj.gov



**Virginia Department of
Criminal Justice Services**

www.dcjs.virginia.gov



For DCJS Additional Assistance:

Tyler Hinton

804-225-3453

Tyler.Hinton@dcjs.virginia.gov

Patricia Foster

804-371-8634

Patricia.Foster@dcjs.virginia.gov



Virginia Department of
Criminal Justice Services

www.dcjs.virginia.gov