

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**

**VOCA 2018-2019**

**Organization: Community Action Stops Abuse, Inc.**

**Grant No.: VOCA-2018-Community Action Stops Ab-00007**

**VOCA Personnel Budget: Justice Advocate 1 (outreach) 1**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Justice Advocate 1 (outreach)	\$34,788.16	\$26,091.12	75%	0.75
Personnel Narrative:	Provides advocacy and crisis intervention services. Serves as liaison between petitioners/ victims and the civil and/ or criminal justice system.			
Sub-Total	\$34,788.16	\$26,091.12		0.75

**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 1

Hours per week = 40

Hourly Rate = \$13.00

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$27,040.00	\$1,040.00
FICA	7.65%	\$2,068.56	\$79.56
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31
Life Ins.		\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**

**VOCA 2018-2019**

**Organization: Community Action Stops Abuse, Inc.**

**Grant No.: VOCA-2018-Community Action Stops Ab-00007**

**VOCA Personnel Budget: Justice Advocate 1 (outreach) 1**

Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	TOTAL	\$34,788.16	\$1,338.01

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 2**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Justice Advocate 2 (outreach)	\$34,788.16	\$26,091.12	75%	0.75
Personnel Narrative:	Provides advocacy and crisis intervention services. Serves as liaison between petitioners/ victims and the civil and/ or criminal justice system.			
Sub-Total	\$34,788.16	\$26,091.12		0.75

**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 2  
 Hours per week = 40  
 Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31
Life Ins.			\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 2**

Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	TOTAL	\$34,788.16	\$1,338.01

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 3**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Outreach Advocate (family)	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provide outreach services to families receiving Outreach services. Provide crisis intervention, safety education, information and referral, and criminal justice advocacy for callers and "walk-in" Outreach program participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	3
Hours per week =	40
Hourly Rate =	\$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 3**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 4**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Outreach Advocate (elder)	\$35,673.58	\$26,755.19	75%	0.75

**Personnel Narrative:** Provides advocacy and crisis intervention. Available for answering the crisis hotline, provide crisis counseling to victims, and to assess the needs of the victims who are seeking services through the Outreach Department.

Sub-Total	\$35,673.58	\$26,755.19	0.75
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<b>Agency Contribution for Personnel Expenses</b>	<b>\$8,918.39</b>
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	<b>Bi-Weekly</b>
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**Position Number:** 4

Hours per week = 40  
Hourly Rate = \$13.39

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,851.20		\$27,851.20	\$1,071.20
FICA		7.65%	\$2,130.62	\$81.95
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 4**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$417.77	\$16.07
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$35,673.58</b>	<b>\$1,372.06</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 5**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

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**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 1 (hotline)	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides advocacy and crisis intervention. Available for answering the crisis hotline, provide crisis counseling to victims, and to assess the needs of the victim callers and their families.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	5
Hours per week =	40
Hourly Rate =	\$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 5**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 6**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 2 (hotline)	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides advocacy and crisis intervention. Available for answering the crisis hotline, provide crisis counseling to victims, and to assess the needs of the victim callers and their families.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	6
Hours per week =	40
Hourly Rate =	\$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 6**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 7**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 3 (hotline)	\$34,788.16	\$26,091.12	75%	0.75
Personnel Narrative:	Provides advocacy and crisis intervention. Available for answering the crisis hotline, provide crisis counseling to victims, and to assess the needs of the victim callers and their families.			
Sub-Total	\$34,788.16	\$26,091.12		0.75

**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 7

Hours per week = 40

Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 7**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 8**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 4 (VOCA)	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/ activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12	0.75
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<b>Agency Contribution for Personnel Expenses</b>	<b>\$8,697.04</b>
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	<b>Bi-Weekly</b>
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Position Number: 8

Hours per week = 40

Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 8**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 9**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 5 (overnight)	\$39,896.38	\$29,922.28	75%	0.75
Personnel Narrative:	Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.			
Sub-Total	\$39,896.38	\$29,922.28		0.75

**Agency Contribution for Personnel Expenses** \$9,974.10

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 9

Hours per week = 40  
Hourly Rate = \$15.25

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$31,720.00		\$31,720.00	\$1,220.00
FICA		7.65%	\$2,426.58	\$93.33
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 9**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$475.80	\$18.30
Unemployment	5.4%	\$378.00	\$14.54
(1st \$7K)			
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$39,896.38</b>	<b>\$1,534.48</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 10**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

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**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 6 (overnight)	\$38,148.23	\$28,611.18	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$38,148.23	\$28,611.18		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$9,537.05
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	10
Hours per week =	40
Hourly Rate =	\$14.48

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$30,118.40		\$30,118.40	\$1,158.40
FICA		7.65%	\$2,304.06	\$88.62
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 10**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$451.78	\$17.38
Unemployment	5.4%	\$378.00	\$14.54
(1st \$7K)			
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$38,148.23</b>	<b>\$1,467.24</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 11**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 7 (overnight)	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/ activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number: 11

Hours per week = 40  
Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 11**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 12**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 8	\$37,172.00	\$27,879.00	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$37,172.00	\$27,879.00		0.75
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**Agency Contribution for Personnel Expenses** \$9,293.00

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 12

Hours per week = 40

Hourly Rate = \$14.05

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$29,224.00		\$29,224.00	\$1,124.00
FICA		7.65%	\$2,235.64	\$85.99
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 12**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$438.36	\$16.86
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$37,172.00</b>	<b>\$1,429.69</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 13**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 9	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number: 13

Hours per week = 40  
Hourly Rate = \$13.00

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$27,040.00	\$1,040.00
FICA	7.65%	\$2,068.56	\$79.56
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 13**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 14**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 10	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/ activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12	0.75
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**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 14

Hours per week = 40

Hourly Rate = \$13.00

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$27,040.00	\$1,040.00
FICA	7.65%	\$2,068.56	\$79.56
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 14**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 15**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

RATE: A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 11	\$34,788.16	\$26,091.12	75%	0.75

Personnel Narrative: Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 15

Hours per week = 40

Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 15**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 16**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 12	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 16

Hours per week = 40

Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 16**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 17**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 13	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 17

Hours per week = 40

Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 17**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 18**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 14	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12		0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	18
Hours per week =	40
Hourly Rate =	\$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 18**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 19**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Shelter Advocate 15	\$34,788.16	\$26,091.12	75%	0.75

**Personnel Narrative:** Provides case management, advocacy, crisis intervention and daily input into the operation of the hotline and monitoring of security features. Provides programs/ activities contributing to the emotional, social growth and safety of participants.

Sub-Total	\$34,788.16	\$26,091.12	0.75
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<b>Agency Contribution for Personnel Expenses</b>	\$8,697.04
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number: 19

Hours per week = 40

Hourly Rate = \$13.00

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$27,040.00		\$27,040.00	\$1,040.00
FICA		7.65%	\$2,068.56	\$79.56
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 19**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 20**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Youth Advocate 1 (lead)	\$39,896.38	\$29,922.28	75%	0.75
Personnel Narrative:	Provides program and activities contributing to the emotional, social growth and development of children in the shelter.			
Sub-Total	\$39,896.38	\$29,922.28		0.75

**Agency Contribution for Personnel Expenses** \$9,974.10

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 20  
 Hours per week = 40  
 Hourly Rate = \$15.25

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$31,720.00		\$31,720.00	\$1,220.00
FICA		7.65%	\$2,426.58	\$93.33
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31
Life Ins.			\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 20**

Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$475.80	\$18.30
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$39,896.38</b>	<b>\$1,534.48</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 21**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Youth Advocate 2	\$34,788.16	\$26,091.12	75%	0.75
Personnel Narrative:	Provides program and activities contributing to the emotional, social growth and development of children in the shelter.			
Sub-Total	\$34,788.16	\$26,091.12		0.75

**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 21

Hours per week = 40

Hourly Rate = \$13.00

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$27,040.00	\$1,040.00
FICA	7.65%	\$2,068.56	\$79.56
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31
Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 21**

Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 22**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Youth Advocate 3	\$34,788.16	\$26,091.12	75%	0.75
Personnel Narrative:	Provides program and activities contributing to the emotional, social growth and development of children in the shelter.			
Sub-Total	\$34,788.16	\$26,091.12		0.75

**Agency Contribution for Personnel Expenses** \$8,697.04

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 22

Hours per week = 40

Hourly Rate = \$13.00

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$27,040.00	\$1,040.00
FICA	7.65%	\$2,068.56	\$79.56
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31
Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 22**

Workers Comp	1.5%	\$405.60	\$15.60
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$34,788.16</b>	<b>\$1,338.01</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 23**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Volunteer Specialist	\$41,303.98	\$20,651.99	50%	0.5

**Personnel Narrative:** Recruit/ monitor direct-service volunteers. Ensure volunteers are properly trained and performing up to department expectations. Continuously track and monitor performance data as appropriate.

Sub-Total	\$41,303.98	\$20,651.99		0.5
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<b>Agency Contribution for Personnel Expenses</b>	\$20,651.99
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	23
Hours per week =	40
Hourly Rate =	\$15.87

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$33,009.60	\$1,269.60
FICA	7.65%	\$2,525.23	\$97.12
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 23**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$495.14	\$19.04
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$41,303.98</b>	<b>\$1,588.61</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 24**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Outreach Director	\$57,672.99	\$28,836.49	50%	0.5

**Personnel Narrative:** Recruits, orients, schedules, supervises and evaluates advocates in Child Welfare, Community Outreach and Justice Advocacy Departments. Ensures service provision at various locations, and decides on client related assistance/ activities.

Sub-Total	\$57,672.99	\$28,836.49		0.5
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<b>Agency Contribution for Personnel Expenses</b>	\$28,836.50
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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Position Number:	24
Hours per week =	40
Hourly Rate =	\$23.08

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$48,006.40		\$48,006.40	\$1,846.40
FICA		7.65%	\$3,672.49	\$141.25
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 24**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$720.10	\$27.70
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$57,672.99</b>	<b>\$2,218.19</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 25**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Program Director	\$57,672.99	\$28,836.49	50%	0.5

**Personnel Narrative:** Recruits, orients, schedules, supervises and evaluates advocates for Emergency Shelter and 24-hour crisis hotline. Available for 24/7 supervision of crisis management as needed and required.

Sub-Total	\$57,672.99	\$28,836.49		0.5
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<b>Agency Contribution for Personnel Expenses</b>	\$28,836.50
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<b>Pay Schedule: (choose one from the drop-down menu)</b>	Bi-Weekly
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**Position Number:** 25

Hours per week = 40  
Hourly Rate = \$23.08

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$48,006.40		\$48,006.40	\$1,846.40
FICA		7.65%	\$3,672.49	\$141.25
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31
Life Ins.			\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 25**

Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$720.10	\$27.70
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$57,672.99</b>	<b>\$2,218.19</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 26**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Program Administrative Director	\$57,672.99	\$14,418.25	25%	0.25
Personnel Narrative:	Provides training evaluation, support and motivation for staff. Oversee daily operation of shelter, including monitoring/ submission of statistical data reporting and emergency planning.			
Sub-Total	\$57,672.99	\$14,418.25		0.25

**Agency Contribution for Personnel Expenses** \$43,254.74

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 26

Hours per week = 40

Hourly Rate = \$23.08

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$48,006.40		\$48,006.40	\$1,846.40
FICA		7.65%	\$3,672.49	\$141.25
Retirement		0%	\$0	\$0
Health Ins.			\$4,896.00	\$188.31

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 26**

Life Ins.		\$0	\$0
Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$720.10	\$27.70
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	<b>TOTAL</b>	<b>\$57,672.99</b>	<b>\$2,218.19</b>

Explanation (if applicable):

Is this position used as a matching expense Y/N?

No



**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 27**

**Agency Name:** Community Action Stops Abuse, Inc.

Complete the table below and provide information about each position requested. In the Budget Narrative section indicate if the salary/benefit expenses listed include costs that are anticipated during the 12 month period. For example, raises and increases in benefit costs, as well as any other information needed to support the request.

Provide a job description for all proposed VOCA-funded staff and indicate the percentage of time by each job duty. Failure to provide VOCA allowable job descriptions may result in a reduction to your request. The job description must reflect VOCA allowable activities that are equal to or greater than the percentage of the position that is VOCA funded.

**RATE:** A percentage should be indicated for those benefits that are calculated by using a percentage of the gross salary, e.g., retirement is often calculated in this manner.

**Personnel:**

	Total Actual Cost (from chart below)	Total Amount VOCA Funded	Percent VOCA Funded	VOCA Funded FTE
Position: Youth Services Coordinator	\$57,105.41	\$28,552.70	50%	0.5
Personnel Narrative:	Interview, hire, supervise, evaluate VOCA funded staff who provide youth residential services.			
Sub-Total	\$57,105.41	\$28,552.70		0.5

**Agency Contribution for Personnel Expenses** \$28,552.71

**Pay Schedule: (choose one from the drop-down menu)** Bi-Weekly

Position Number: 27  
 Hours per week = 40  
 Hourly Rate = \$22.83

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$47,486.40	\$1,826.40
FICA	7.65%	\$3,632.71	\$139.72
Retirement	0%	\$0	\$0
Health Ins.		\$4,896.00	\$188.31
Life Ins.		\$0	\$0

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Personnel Budget: 27**

Dental Ins.		\$0	\$0
Workers Comp	1.5%	\$712.30	\$27.40
Unemployment (1st \$7K)	5.4%	\$378.00	\$14.54
Other:		\$0	\$0
	TOTAL	\$57,105.41	\$2,196.36

Explanation (if applicable):

Is this position used as a matching expense Y/N?

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Abuse-00007**  
**VOCA Operating Budget**

**Agency name:** Community Action Stops Abuse, Inc.

Office supplies such as paper, pencils, toner, printing, books, postage, transportation for victims; monthly service costs for telephone or utilities; staff travel (for direct service to crime victims only), etc. Furniture and equipment costing less than \$2,500 should be requested from this budget category. In the narrative section, provide a brief description of the operating expenses and note if the cost is pro-rated. Indicate how the number and cost of services requested were determined (by FTE? by % use? by sq/ft?).

**EXAMPLE- Narrative Response:**

The Victim Advocate will need monthly telephone service calculated at \$20 per month, which is the standard rate budgeted for new positions in this agency.

**Operating:**

Description of Operating Cost and a Budget Narrative	Number	Cost Per Item	Total
Description of Operating Cost: Security & alarm monitoring for emergency shelter Budget Narrative: All Phase Services - monitoring and security system for CASA emergency shelter for domestic violence victims. This cost is for emergency shelter only and not administration.	12	\$25.00	\$300.00
Description of Operating Cost: Monthly pest control treatment - emergency shelter Budget Narrative: Arrow Environmental Services - pest control treatment for emergency shelter. This cost is for emergency shelter only and not administration.	12	\$153.00	\$1,836.00
Description of Operating Cost: Garbage pick-up at emergency shelter Budget Narrative: Disposal Inc. - garbage pick-up at CASA emergency shelter for domestic violence victims. This cost is for emergency shelter only and not administration.	12	\$420.00	\$5,040.00
Description of Operating Cost: Water and sewer service at emergency shelter Budget Narrative: Water and sewer service at CASA emergency shelter. This cost is for emergency shelter only and not administration.	12	\$1,500.00	\$18,000.00
Description of Operating Cost: Monthly elevator maintenance for emergency shelter Budget Narrative: Thyssen Krupp Elevator Service - maintain and inspect the ADA required elevator in CASA emergency shelter. This cost is for emergency shelter only and not administration.	12	\$225.00	\$2,700.00
Description of Operating Cost:	12	\$2,499.99	\$29,999.88

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Operating Budget**

Electricity at emergency shelter

Budget Narrative:

Duke Energy - electric service for lights, cooking stoves, and hot water for emergency shelter. This cost is for emergency shelter only and not administration.

Description of Operating Cost:	12	\$415.00	\$4,980.00
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Sewer lift station at emergency shelter

Budget Narrative:

FCS - maintain and service lift station that allows the emergency shelter to reach the City line. This cost is for emergency shelter only and not administration.

Description of Operating Cost:	12	\$875.00	\$10,500.00
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Cable for communications at emergency shelter

Budget Narrative:

Spectrum - provide and maintain cable access for telephone and computer service to emergency shelter and 24-hour crisis hotline. This cost is for emergency shelter only and not administration.

Description of Operating Cost:	12	\$350.00	\$4,200.00
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Gas service for laundry rooms at emergency shelter

Budget Narrative:

Teco Gas - natural gas service for washers and dryers used by domestic violence victims at emergency shelter. This cost is for emergency shelter only and not administration.

Description of Operating Cost:	12	\$1,000.00	\$12,000.00
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Office supplies for shelter residents & staff

Budget Narrative:

Based on last year's expenses for shelter staff only to include paper, pencils, pens, toner, printing, books, postage, paper clips, etc. This cost is for emergency shelter only and not administration.

Description of Operating Cost:	12	\$1,894.30	\$22,731.60
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Computer services and wifi outsourced with vendor

Budget Narrative:

ShowTech: wifi, computer service & network. Monthly agency cost is \$4,985. 26 staff requested from VOCA are 38% of 69 FTE total agency. Computers used to keep client records, & by residents to access wifi, job search, study for GED.

Description of Operating Cost:	12	\$696.66	\$8,359.92
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Annual financial audit

Budget Narrative:

Annual Independent Audit by Gregory, Sharer, Stuart, P.A. Total annual cost of \$22,000 for entire agency. The 26 FTE requested in this application are 38% of the 69 total FTE for the agency. 38% of \$22,000 is \$8,360.

Description of Operating Cost:	12	\$4,686.30	\$56,235.60
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Indirect Costs

Budget Narrative:

Indirect costs related to monthly reporting, administering database, payroll,

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**VOCA Operating Budget**

managing accounts for shelter, maintaining accounting principles, invoicing and  
monitoring grant expenditures.

Operating Subtotal	\$176,883.00
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OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2018-2019

Organization: Community Action Stops Abuse, Inc.

Grant No.: VOCA-2018-Community Action Stops Ab-00007

VOCA Training Budget: CORE staff training and travel Victim Services Practitioner designation training

Agency Name: Community Action Stops Abuse, Inc.

Training requested must be to enhance delivery of victim services. Travel associated with training must adhere to the State of Florida Travel Rules. If awarded funds in this category, additional information will be required prior to incurring costs associated with training. The narrative should include the name and detailed information on the training and a justification for how it will enhance direct services to crime victims. VOCA funds will only reimburse registration, lodging and travel.

**Florida Administrative Rules related to travel expenses:**

[Click Here](#)

**Section 112.061, Florida Statutes- Travel Expenses:**

[Click Here](#)

**Reference Guide for State Expenditures:**

[Click Here](#)

**Training Expenses:**

Description of Training Expenses and a Budget Narrative	Number	Cost Per Item	Total
Description of Training Expenses: CORE staff training and travel Budget Narrative: CORE training for 20 new advocates and other staff members, which is 24 hours of the 30-hour required of certified domestic violence center advocates/ volunteers for victim-advocate privilege.	20	\$400.00	\$8,000.00
Description of Training Expenses: Victim Services Practitioner designation training Budget Narrative: Training on basic issues related to victimology, victims' rights and the role of the victim advocate including ethical concerns. Emphasis is placed on legislative mandates, community resources and available services to assist victims of crime.	15	\$2,000.00	\$30,000.00
Training Subtotal			\$38,000.00

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**Victims Served and Types of Services**

**Agency Name:** Community Action Stops Abuse, Inc.

The number of victims indicated should include the number of new victims provided services by VOCA funded and matching staff during the grant period. The figures indicated should be based on historical data and/or the anticipated need of the population served through the VOCA project. If awarded funding, the applicant agency will be expected to fulfill these performance measures.

Recipients of VOCA funding are required to provide services to victims of Federal crimes and to provide assistance with the VOCA Crime Victim Compensation program.

**VOCA Grant Request**

**(from the Budget Summary Page) \$922,817.89**

<b># of Victims to be Served</b>	<b>Type of Victim \$922,817.89</b>	<b>\$ Amount per Category</b>	<b>% of Total Grant Amount</b>	<b># of Other Types of Victims to be Served</b>	<b>For other types of crimes, identify and list each separately below.</b>
0	Adult Physical Assault (Includes Aggravated and Simple Assault)	\$0	0.00%	0	
0	Adult Sexual Assault	\$0	0.00%	0	
0	Adults Sexually Abused/Assaulted as Children	\$0	0.00%	0	
0	Arson	\$0	0.00%	0	
0	Bullying (Verbal, Cyber or Physical)	\$0	0.00%	0	
0	Burglary	\$0	0.00%	0	
0	Child Physical Abuse or Neglect	\$0	0.00%	0	
0	Child Pornography	\$0	0.00%	0	
0	Child Sexual Abuse/Assault	\$0	0.00%	0	
4000	Domestic and/or Family Violence	\$922,817.89	100.00%	0	
0	DUI/DWI Incidents	\$0	0.00%	0	
0	Elder Abuse or Neglect	\$0	0.00%	0	
0	Hate Crime: Racial/Religious/Gender/S exual Orientation/Other (Explanation Required)	\$0	0.00%	0	

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Community Action Stops Abuse, Inc.**  
**Grant No.: VOCA-2018-Community Action Stops Ab-00007**  
**Victims Served and Types of Services**

0	Human Trafficking: Labor	\$0	0.00%	0
0	Human Trafficking: Sex	\$0	0.00%	0
0	Identity Theft/Fraud/Financial Crime	\$0	0.00%	0
0	Kidnapping	\$0	0.00%	0
0	Mass Violence (Domestic/International)	\$0	0.00%	0
0	Other Vehicular Victimization (e.g., Hit and Run)	\$0	0.00%	0
0	Robbery	\$0	0.00%	0
0	Stalking/Harassment	\$0	0.00%	0
0	Survivors of Homicide Victims	\$0	0.00%	0
0	Teen Dating Victimization	\$0	0.00%	0
0	Terrorism (Domestic/International)	\$0	0.00%	0
<b>Total Victims Served</b>	<b>4000</b>	<b>\$922,817.89</b>	<b>100.00%</b>	<b>0</b>

Indicate the number of victims projected to receive the following services. In this section, only count a victim once, regardless of how many times the victim received a particular service. The total amount for any one service may not exceed the total number of victims projected to be served. See the VOCA Definitions for a description of each service.

<b># of Victims to be Served</b>	<b>Type of Service</b>	<b># of Other Types of Services to be Provided</b>	<b>For other types of services, identify and list each separately below.</b>
1600	Information and Referral	0	
400	Personal Advocacy/Accompaniment	0	
4000	Emotional Support or Safety Services	0	
600	Shelter/Housing Services	0	
1600	Criminal/Civil Justice System Assistance	0	
120	Number of Victims Assisted with a Victim Compensation Application	0	
<b>Total Services</b>	<b>8320</b>	<b>0</b>	<b>Subtotal of "Other" Services</b>