

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**

**VOCA 2018-2019**

**Organization: Brevard County Sheriff's Office**

**Grant No.: VOCA-2018-Brevard County Sheriff's -00124**

**Version Date: 10/04/2018 09:25:32**

**VOCA Personnel Budget: 1**

**Agency Name:** Brevard County Sheriff's Office

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: Advocate A	\$52,991.90	\$26,495.95	50%	0.5
Personnel Narrative:	28% Proactive training, crime prev. activities, review crime reports, serve on victim related committee & task forces. 35% Direct victim support; 7% determ addl recommendations; 30% record keeping & working with other BCSO units			
Sub-Total	\$52,991.90	\$26,495.95		0.5

**Agency Contribution for Personnel Expenses** \$26,495.95

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

Position Number:

Hours per week = 40  
Hourly Rate = \$17.01

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$35,380.80		\$35,380.80	\$1,360.80
FICA		7.65%	\$2,706.63	\$104.10
Retirement		7.92%	\$2,802.16	\$107.78
Health Ins.			\$10,800.00	\$415.38

OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019

Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

VOCA Personnel Budget: 1

Life Ins.		\$81.67	\$3.14
Dental Ins.		\$0	\$0
Workers Comp	3.45%	\$1,220.64	\$46.95
Unemployment (1st \$7K)	0%	\$0	\$0
Other:		\$0	\$0
	TOTAL	\$52,991.90	\$2,038.15

Explanation (if applicable):

Hourly rate includes an education incentive and a projected 2% raise.

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

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019**

**Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124  
Version Date: 10/04/2018 09:25:32  
VOCA Personnel Budget: Advocate B 2**

**Agency Name:** Brevard County Sheriff's Office

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: Advocate B	\$52,991.90	\$26,495.95	50%	0.5
Personnel Narrative:	28% Proactive training, crime prev. activities, review crime reports, serve on victim related committee & task forces. 35% Direct victim support; 7% determ addl recommendations; 30% record keeping & working with other BCSO units			
Sub-Total	\$52,991.90	\$26,495.95		0.5

**Agency Contribution for Personnel Expenses** \$26,495.95

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

Position Number:

Hours per week = 40  
Hourly Rate = \$17.01

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$35,380.80		\$35,380.80	\$1,360.80
FICA		7.65%	\$2,706.63	\$104.10
Retirement		7.92%	\$2,802.16	\$107.78
Health Ins.			\$10,800.00	\$415.38

OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019

Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

VOCA Personnel Budget: Advocate B 2

Life Ins.		\$81.67	\$3.14
Dental Ins.		\$0	\$0
Workers Comp	3.45%	\$1,220.64	\$46.95
Unemployment (1st \$7K)	0%	\$0	\$0
Other:		\$0	\$0
	TOTAL	\$52,991.90	\$2,038.15

Explanation (if applicable):

Hourly rate includes an education incentive and an anticipated 2% raise.

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

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**

**VOCA 2018-2019**

**Organization: Brevard County Sheriff's Office**

**Grant No.: VOCA-2018-Brevard County Sheriff's -00124**

**Version Date: 10/04/2018 09:25:32**

**VOCA Personnel Budget: 3**

**Agency Name:** Brevard County Sheriff's Office

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: Advocate C	\$55,497.11	\$27,748.56	50%	0.5
Personnel Narrative:	28% Proactive training, crime prev. activities, review crime reports, serve on victim related committee & task forces. 35% Direct victim support; 7% determ addl recommendations; 30% record keeping & working with other BCSO units			
Sub-Total	\$55,497.11	\$27,748.56		0.5

**Agency Contribution for Personnel Expenses** \$27,748.55

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

**Position Number:**

Hours per week = 40  
Hourly Rate = \$18.02

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$37,481.60		\$37,481.60	\$1,441.60
FICA		7.65%	\$2,867.34	\$110.28
Retirement		7.92%	\$2,968.54	\$114.17
Health Ins.			\$10,800.00	\$415.38

OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019

Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

VOCA Personnel Budget: 3

Life Ins.		\$86.51	\$3.33
Dental Ins.		\$0	\$0
Workers Comp	3.45%	\$1,293.12	\$49.74
Unemployment (1st \$7K)	0%	\$0	\$0
Other:		\$0	\$0
	TOTAL	\$55,497.11	\$2,134.50

Explanation (if applicable):

Hourly rate includes an education incentive and an anticipated 2% raise.

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

Yes

**OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019**

**Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124  
Version Date: 10/04/2018 09:25:32  
VOCA Personnel Budget: 4**

**Agency Name:** Brevard County Sheriff's Office

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: Advocate D	\$54,232.10	\$27,116.05	50%	0.5
Personnel Narrative:	28% Proactive training, crime prev. activities, review crime reports, serve on victim related committee & task forces. 35% Direct victim support; 7% determ addl recommendations; 30% record keeping & working with other BCSO units			
Sub-Total	\$54,232.10	\$27,116.05		0.5

**Agency Contribution for Personnel Expenses** \$27,116.05

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

Position Number:

Hours per week = 40  
Hourly Rate = \$17.51

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$36,420.80		\$36,420.80	\$1,400.80
FICA		7.65%	\$2,786.19	\$107.16
Retirement		7.92%	\$2,884.53	\$110.94
Health Ins.			\$10,800.00	\$415.38

OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019

Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

VOCA Personnel Budget: 4

Life Ins.		\$84.06	\$3.23
Dental Ins.		\$0	\$0
Workers Comp	3.45%	\$1,256.52	\$48.33
Unemployment (1st \$7K)	0%	\$0	\$0
Other:		\$0	\$0
	TOTAL	\$54,232.10	\$2,085.85

Explanation (if applicable):

Hourly rate includes an education incentive and an anticipated 2% raise.

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

Yes



OFFICE OF THE FLORIDA ATTORNEY GENERAL  
 VOCA 2018-2019  
 Organization: Brevard County Sheriff's Office  
 Grant No.: VOCA-2018-Brevard County Sheriff's -00124  
 Version Date: 10/04/2018 09:25:32  
 VOCA Operating Budget

Agency name: Brevard County Sheriff's Office

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: Victim Supplies - Men's Clothing Budget Narrative: Men's T-shirt (various sizes) 22 each \$5.50 \$121.00 Men's socks 4 pkg \$9.98 \$39.92 Men's Jersey shorts (various sizes) 22 each \$7.50 \$165.00 Men's slip on sandals various sizes 22 pair \$6.79 \$149.38	1	\$475.30	\$475.30
Description of Operating Cost: Printing Budget Narrative: Brochures, Grief Guidance, Victim Services, Safety Information, Survey, Strangulation; multi-lingual all to include required acknowledgements from agreement.	5,000	\$0.08	\$400.00
Description of Operating Cost: Postage Budget Narrative: Postage for survey, quarterly purchases of 125 @ \$0.50 each.	4	\$62.50	\$250.00
Description of Operating Cost: Furniture Budget Narrative: Replacement of 2 desks @ \$500 ea and 1 chair @ \$350	1	\$1,350.00	\$1,350.00
Description of Operating Cost: Membership Dues Budget Narrative: Renewal of NOVA membership fees for each advocate.	4	\$100.00	\$400.00
Description of Operating Cost:	1	\$422.80	\$422.80

OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019

Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

VOCA Operating Budget

Victim Supplies - Boy's Clothing

Budget Narrative:

Boy's T-shirts (4 per pack) various sizes 7 pkg \$13.00 \$91.00  
 Boy's Toddler Shorts (various sizes) 15 each \$4.69 \$70.35  
 Boy's Shorts (various sizes) 15 each \$7.44 \$111.60  
 Boy's shoes various sizes 15 pair \$9.99 \$149.85

Description of Operating Cost:	1	\$392.41	\$392.41
--------------------------------	---	----------	----------

Victim Supplies - Girl's Clothing

Budget Narrative:

Girl's Tdlr Shorts (various sz) 15 ea \$4.22 \$63.30  
 Girl's Shorts (various sz) 15 ea \$4.99 \$74.85  
 Girl's Toddler T-shirts various sz 7 pkg \$7.96 \$55.72  
 Girl's Tank Tops various sz 7 pkg \$6.96 \$48.72  
 Girl's shoes various sz 15 pr \$9.99 \$149.85

Description of Operating Cost:	1	\$438.00	\$438.00
--------------------------------	---	----------	----------

Victim Supplies - Women's Clothing

Budget Narrative:

Women's T-shirt (various sizes) 22 each \$4.96 \$109.12  
 Women's pants (various sizes) 22 each \$7.96 \$175.12  
 Women's slip on sandals (various sizes) 22 each \$6.99 \$153.78

Description of Operating Cost:	4	\$57.13	\$228.52
--------------------------------	---	---------	----------

Victim Supplies

Budget Narrative:

Wipes 25 each \$1.98 \$49.50  
 Crayons 10 pkg \$1.26 \$12.60  
 Coloring books 10 each \$2.69 \$26.90  
 Puzzles (search word, sududo etc) 5 each \$2.00 \$10.00  
 Travel bag (3 per pkg) 10 pkg \$12.95 \$129.50

Operating Subtotal			\$4,357.03
--------------------	--	--	------------

OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2018-2019

Organization: Brevard County Sheriff's Office

Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

VOCA Training Budget: Human Trafficking - Modern Day Slavery Understanding & Advocating for the Elderly Campus Victimization Ethics in Advocacy and The Media & Advocacy Enhancing Victim Assistance Through Victim Comp NOVA Annual Training NCVBA Conference Conference on Cri

Agency Name: Brevard County Sheriff's Office

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: Human Trafficking - Modern Day Slavery Budget Narrative: Two day local training for 2 advocates. Tuition only.	2	\$220.00	\$440.00
Description of Training Expenses: Understanding & Advocating for the Elderly Budget Narrative: 1 day training for 2 advocates. Cost includes tuition and 1 night hotel stay due to travel distance.	2	\$310.00	\$620.00
Description of Training Expenses: Campus Victimization Budget Narrative: 1 day training for 2 advocates. Cost includes tuition and 1 night hotel stay due to travel distance	2	\$310.00	\$620.00
Description of Training Expenses: Ethics in Advocacy and The Media & Advocacy Budget Narrative: Two half day seminars for 2 advocates. Cost includes tuition and 1 night hotel stay due to travel distance.	2	\$310.00	\$620.00
Description of Training Expenses: Enhancing Victim Assistance Through Victim Comp Budget Narrative:	2	\$310.00	\$620.00

OFFICE OF THE FLORIDA ATTORNEY GENERAL

VOCA 2018-2019

Organization: Brevard County Sheriff's Office

Grant No.: VOCA-2018-Brevard County Sheriff's -00124

Version Date: 10/04/2018 09:25:32

**VOCA Training Budget: Human Trafficking - Modern Day Slavery Understanding & Advocating for the Elderly Campus Victimization Ethics in Advocacy and The Media & Advocacy Enhancing Victim Assistance Through Victim Comp NOVA Annual Training NCVBA Conference Conference on Cri**

1 day training for 2 advocates. Cost includes tuition and 1 night hotel stay due to travel distance.

Description of Training Expenses:	2	\$1,550.00	\$3,100.00
-----------------------------------	---	------------	------------

NOVA Annual Training

Budget Narrative:

5 day training for 2 advocates. Cost includes tuition, hotel and airfare

Description of Training Expenses:	2	\$1,250.00	\$2,500.00
-----------------------------------	---	------------	------------

NCVBA Conference

Budget Narrative:

3 day training for 2 advocates. Cost includes tuition, hotel and airfare.

Description of Training Expenses:	2	\$1,290.00	\$2,580.00
-----------------------------------	---	------------	------------

Conference on Crimes Against Women

Budget Narrative:

4 day training for 2 advocates. Cost includes tuition, hotel and airfare.

Description of Training Expenses:	4	\$450.00	\$1,800.00
-----------------------------------	---	----------	------------

Various Training & Conference Opportunities

Budget Narrative:

Various training i.e. High-Risk Indicators for Intimate Partner Homicide, Death Notification Seminar and Legal Rights Seminar. approx. \$300/seminar & \$200 hotel/seminar

Training Subtotal			\$12,900.00
-------------------	--	--	-------------

**OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019**

**Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124**

**Version Date: 10/04/2018 09:25:32**

**Victims Served and Types of Services**

**Agency Name:** Brevard County Sheriff's Office

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) \$125,113.54**

<b># of Victims to be Served</b>	<b>Type of Victim \$125,113.54</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>
70	Adult Physical Assault (Includes Aggravated and Simple Assault)	\$7,576.08	6.06%	2	Fraud
13	Adult Sexual Assault	\$1,406.99	1.12%	22	Violation of Court Order
0	Adults Sexually Abused/Assaulted as Children	\$0	0.00%	43	Violation of Injunction
4	Arson	\$432.92	0.35%	10	Deprive 911/Communication
1	Bullying (Verbal, Cyber or Physical)	\$108.23	0.09%	7	False Imprisonment
14	Burglary	\$1,515.22	1.21%	1	Lewd & Lascivious Behavior
13	Child Physical Abuse or Neglect	\$1,406.99	1.12%	25	Strangulation
0	Child Pornography	\$0	0.00%	6	Tampering with victim/witness
1	Child Sexual Abuse/Assault	\$108.23	0.09%	1	Attempted Murder
864	Domestic and/or Family Violence	\$93,510.47	74.74%	31	Battery/Dating Violence
1	DUI/DWI Incidents	\$108.23	0.09%	0	
2	Elder Abuse or Neglect	\$216.46	0.17%	0	

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: Brevard County Sheriff's Office**  
**Grant No.: VOCA-2018-Brevard County Sheriff's -00124**  
**Version Date: 10/04/2018 09:25:32**  
**Victims Served and Types of Services**

0	Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other (Explanation Required)	\$0	0.00%	0	
0	Human Trafficking: Labor	\$0	0.00%	0	
0	Human Trafficking: Sex Identity	\$0	0.00%	0	
0	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	
14	Stalking/Harassment	\$1,515.22	1.21%	0	
11	Survivors of Homicide Victims	\$1,190.53	0.95%	0	
0	Teen Dating Victimization	\$0	0.00%	0	
0	Terrorism (Domestic/International)	\$0	0.00%	0	
<b>Total Victims Served</b>		<b>1156</b>	<b>\$109,095.54</b>	<b>87.20%</b>	<b>148</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>
827	Information and Referral	0	
391	Personal Advocacy/Accompaniment	0	
288	Emotional Support or Safety Services	0	
83	Shelter/Housing Services	0	
590	Criminal/Civil Justice System Assistance	0	
1040	Number of Victims Assisted with a Victim Compensation Application	0	

OFFICE OF THE FLORIDA ATTORNEY GENERAL  
VOCA 2018-2019

Organization: Brevard County Sheriff's Office  
Grant No.: VOCA-2018-Brevard County Sheriff's -00124  
Version Date: 10/04/2018 09:25:32  
Victims Served and Types of Services

Total  
Services

3219

0

Subtotal of "Other"  
Services