

**OFFICE OF THE FLORIDA ATTORNEY GENERAL**  
**VOCA 2018-2019**  
**Organization: State Attorney's Office, 2nd Judicial Circuit**  
**Grant No.: VOCA-2018-State Attorney's Office, -00420**  
**Version Date: 11/29/2018 15:10:31**  
**VOCA Personnel Budget: 1**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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: Victim/Witness Specialist II	\$88,331.46	\$88,331.46	100%	1
Personnel Narrative:	All amounts for a 12 month period. Gross Salary \$68,452.80, FICA :(7.65%) \$5236.64, Retirement: (7.92%) \$5421.46, Health Insurance :\$9177.60 (set by legislature ), Life Ins.: \$42.96 (set by legislature ) Total \$88,331,46, 100% of salary paid by VOCA.			
Sub-Total	\$88,331.46	\$88,331.46		1

**Agency Contribution for Personnel Expenses** \$0.00

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

Position Number: 1  
 Hours per week = 40  
 Hourly Rate = \$32.91

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$68,452.80		\$68,452.80	\$5,704.40
FICA		7.65%	\$5,236.64	\$436.39

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**VOCA Personnel Budget: 1**

Retirement	7.92%	\$5,421.46	\$451.79
Health Ins.		\$9,177.60	\$764.80
Life Ins.		\$42.96	\$3.58
Dental Ins.		\$0	\$0
Workers Comp	0%	\$0	\$0
Unemployment (1st \$7K)	0%	\$0	\$0
Other:			\$0
	<b>TOTAL</b>	<b>\$88,331.46</b>	<b>\$7,360.96</b>

Explanation (if applicable):

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

No

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**Version Date: 11/29/2018 15:10:31**  
**VOCA Personnel Budget: 2**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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: Victim/Witness Counselor II	\$82,463.81	\$82,463.81	100%	1
Personnel Narrative:	All amounts for a 12 month period. Gross Salary \$56,992.00, FICA :(7.65%) \$4359.89, Retirement: (7.92%) \$4513.77, Health Ins :\$16,555.20 (set by legislature ), Life Ins.: \$42.96 (set by legislature ) Total \$82,463.81, 100% of salary paid by VOCA.			
Sub-Total	\$82,463.81	\$82,463.81		1

**Agency Contribution for Personnel Expenses** \$0.00

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

Position Number: 2  
 Hours per week = 40  
 Hourly Rate = \$27.40

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$56,992.00	\$4,749.33
FICA	7.65%	\$4,359.89	\$363.32

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**Version Date: 11/29/2018 15:10:31**  
**VOCA Personnel Budget: 2**

Retirement	7.92%	\$4,513.77	\$376.15
Health Ins.		\$16,555.20	\$1,379.60
Life Ins.		\$42.96	\$3.58
Dental Ins.		\$0	\$0
Workers Comp	0%	\$0	\$0
Unemployment (1st \$7K)	0%	\$0	\$0
Other:			\$0
	<b>TOTAL</b>	<b>\$82,463.81</b>	<b>\$6,871.98</b>

Explanation (if applicable):

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

No

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Organization: State Attorney's Office, 2nd Judicial Circuit  
Grant No.: VOCA-2018-State Attorney's Office, -00420  
Version Date: 11/29/2018 15:10:31  
VOCA Personnel Budget: 3**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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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: Victim/Witness Counselor II	\$63,761.81	\$63,761.81	100%	1
Personnel Narrative:	All amounts for a 12 month period. Gross Salary \$40,809.60, FICA :(7.65%) \$3121.93, Retirement: (7.92%) \$3232.12, Health Ins :\$16,555.20 (set by legislature ), Life Ins.: \$42.96 (set by legislature ) Total \$63,761.81, 100% of salary paid by VOCA.			
Sub-Total	\$63,761.81	\$63,761.81		1

**Agency Contribution for Personnel Expenses** \$0.00

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

Position Number: 3  
Hours per week = 40  
Hourly Rate = \$19.62

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$40,809.60	\$3,400.80
FICA	7.65%	\$3,121.93	\$260.16

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VOCA Personnel Budget: 3

Retirement	7.92%	\$3,232.12	\$269.34
Health Ins.		\$16,555.20	\$1,379.60
Life Ins.		\$42.96	\$3.58
Dental Ins.		\$0	\$0
Workers Comp	0%	\$0	\$0
Unemployment (1st \$7K)	0%	\$0	\$0
Other:			\$0
	TOTAL	\$63,761.81	\$5,313.48

Explanation (if applicable):

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

No

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Version Date: 11/29/2018 15:10:31  
VOCA Personnel Budget: 4**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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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: Victim/Witness Counselor II	\$50,425.48	\$50,425.48	100%	1

**Personnel Narrative:** All amounts for a 12 month period. Gross Salary \$36,920.00, FICA :(7.65%) \$2824.38, Retirement: (7.92%) \$2924.06, Health Ins :\$7714.08 (set by legislature ), Life Ins.: \$42.96 (set by legislature ) Total \$50,425.48, 100% of salary paid by VOCA.

Sub-Total	\$50,425.48	\$50,425.48		1
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**Agency Contribution for Personnel Expenses** \$0.00

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

Position Number: 4  
Hours per week = 40  
Hourly Rate = \$17.75

		RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary	\$36,920.00		\$36,920.00	\$3,076.67
FICA		7.65%	\$2,824.38	\$235.37

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**VOCA Personnel Budget: 4**

Retirement	7.92%	\$2,924.06	\$243.67
Health Ins.		\$7,714.08	\$642.84
Life Ins.		\$42.96	\$3.58
Dental Ins.		\$0	\$0
Workers Comp	0%	\$0	\$0
Unemployment (1st \$7K)	0%	\$0	\$0
Other:			\$0
	<b>TOTAL</b>	<b>\$50,425.48</b>	<b>\$4,202.12</b>

Explanation (if applicable):

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

No



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VOCA Personnel Budget: 5**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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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: Victim/Witness Counselor II	\$47,637.01	\$47,637.01	100%	1
Personnel Narrative:	All amounts for a 12 month period. Gross Salary \$34,507.20, FICA :(7.65%) \$2639.80, Retirement: (7.92%) \$2732.97, Health Ins :\$7714.08 (set by legislature ), Life Ins.: \$42.96 (set by legislature ) Total \$47,637.01, 100% of salary paid by VOCA.			
Sub-Total	\$47,637.01	\$47,637.01		1

**Agency Contribution for Personnel Expenses** \$0.00

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

Position Number: 5  
Hours per week = 40  
Hourly Rate = \$16.59

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$34,507.20	\$2,875.60
FICA	7.65%	\$2,639.80	\$219.98

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VOCA Personnel Budget: 5

Retirement	7.92%	\$2,732.97	\$227.75
Health Ins.		\$7,714.08	\$642.84
Life Ins.		\$42.96	\$3.58
Dental Ins.		\$0	\$0
Workers Comp	0%	\$0	\$0
Unemployment (1st \$7K)	0%	\$0	\$0
Other:			\$0
	TOTAL	\$47,637.01	\$3,969.75

Explanation (if applicable):

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

No

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**VOCA Personnel Budget: Victim/Witness Counselor I 6**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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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: Victim/Witness Counselor I	\$55,781.01	\$55,781.01	100%	1
Personnel Narrative:	All amounts for a 12 month period. Gross Salary \$33,904.00, FICA :(7.65%) \$2593.66, Retirement: (7.92%) \$2685.20, Health Ins :\$16,555.20 (set by legislature ), Life Ins.: \$42.96 (set by legislature ) Total \$55,781.01, 100% of salary paid by VOCA.			
Sub-Total	\$55,781.01	\$55,781.01		1

**Agency Contribution for Personnel Expenses** \$0.00

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

Position Number: 6  
 Hours per week = 40  
 Hourly Rate = \$16.30

	RATE	Yearly Employer Cost	Per Pay Period Approved Budget
Gross Salary		\$33,904.00	\$2,825.33
FICA	7.65%	\$2,593.66	\$216.14

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VOCA Personnel Budget: Victim/Witness Counselor I 6

Retirement	7.92%	\$2,685.20	\$223.77
Health Ins.		\$16,555.20	\$1,379.60
Life Ins.		\$42.96	\$3.58
Dental Ins.		\$0	\$0
Workers Comp	0%	\$0	\$0
Unemployment (1st \$7K)	0%	\$0	\$0
Other:		\$0	\$0
	TOTAL	\$55,781.01	\$4,648.42

Explanation (if applicable):

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

No

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VOCA Training Budget: NOVA, National Ins. of Crime Prev.or similar End Violence Against Women, or similar Conf. Crimes at Women, Crime Law Conf. or similar

Agency Name: Office of the State Attorney, Second Judicial Circuit

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: NOVA, National Ins. of Crime Prev.or similar Budget Narrative: Cost to send 4 advocates to NOVA,NIOCP or similar to further enhance their skills to assist victims. Est.: Reg. \$500,hotel: 5 nights @150= \$750, travel (air or car):\$900, airport shuttle etc. \$50. Total per advocate: \$2200, multiplied by 4=\$8800.00	4	\$2,200.00	\$8,800.00
Description of Training Expenses: End Violence Against Women, or similar Budget Narrative: Cost to send 2 advocates to EVAWI or similar to further enhance their skills to assist victims. Est: Reg: \$500, hotel: 5 nights @ \$150= \$750, travel ( air or car) \$900, airport shuttle etc. \$50. Total per advocate \$2200. multiplied by 2 = \$4400.00.	2	\$2,200.00	\$4,400.00
Description of Training Expenses: Conf. Crimes at Women, Crime Law Conf. or similar Budget Narrative: Cost to send 2 advocates to Conf. Crimes Against Women or Crime Victim Law Conf. to further enhance their skills to assist victims. Est. Reg: \$500, 5 nights hotel @\$150=\$750, travel (air or car )\$900, airport shuttle \$50. total \$2200. x 2 =\$4400.	2	\$2,200.00	\$4,400.00
Training Subtotal			\$17,600.00

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Victims Served and Types of Services**

**Agency Name:** Office of the State Attorney, Second Judicial Circuit

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) \$406,000.58

# of Victims to be Served	Type of Victim \$406,000.58	\$ Amount per Category	% of Total Grant Amount	# of Other Types of Victims to be Served	For other types of crimes, identify and list each separately below.
235	Adult Physical Assault (Includes Aggravated and Simple Assault)	\$68,150.10	16.79%	5	Viol. of Court Order
40	Adult Sexual Assault	\$11,600.02	2.86%	15	Attempted Homicide
4	Adults Sexually Abused/Assaulted as Children	\$1,160.00	0.29%	1	Home Invasion
2	Arson	\$580.00	0.14%	5	Criminal Mischief
0	Bullying (Verbal, Cyber or Physical)	\$0	0.00%	5	False Imprisonment
70	Burglary	\$20,300.03	5.00%	20	Grand Theft
59	Child Physical Abuse or Neglect	\$17,110.02	4.21%	3	Carjacking
0	Child Pornography	\$0	0.00%	5	Interferring w/ custody
120	Child Sexual Abuse/Assault	\$34,800.05	8.57%	5	Abuse Disabled Adult
650	Domestic and/or Family Violence	\$188,500.27	46.43%	3	Tampering w/ witness
20	DUI/DWI Incidents	\$5,800.01	1.43%	0	
15	Elder Abuse or Neglect	\$4,350.01	1.07%	0	
0	Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other	\$0	0.00%	0	

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**Victims Served and Types of Services**

(Explanation Required)					
0	Human Trafficking: Labor	\$0	0.00%	0	
0	Human Trafficking: Sex	\$0	0.00%	0	
10	Identity Theft/Fraud/Financial Crime	\$2,900.00	0.71%	0	
3	Kidnapping	\$870.00	0.21%	0	
0	Mass Violence (Domestic/International)	\$0	0.00%	0	
10	Other Vehicular Victimization (e.g., Hit and Run)	\$2,900.00	0.71%	0	
50	Robbery	\$14,500.02	3.57%	0	
10	Stalking/Harassment	\$2,900.00	0.71%	0	
35	Survivors of Homicide Victims	\$10,150.01	2.50%	0	
0	Teen Dating Victimization	\$0	0.00%	0	
0	Terrorism (Domestic/International)	\$0	0.00%	0	
<b>Total Victims Served</b>		<b>1400</b>	<b>\$386,570.55</b>	<b>95.21%</b>	<b>67</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>
1250	Information and Referral	0	
450	Personal Advocacy/Accompaniment	0	
700	Emotional Support or Safety Services	0	
0	Shelter/Housing Services	0	
1200	Criminal/Civil Justice System Assistance	0	
450	Number of Victims Assisted with a Victim Compensation Application	0	
<b>Total Services</b>	<b>4050</b>	<b>0</b>	<b>Subtotal of "Other" Services</b>