



PMT Checklist

Office of Crime Victim Services

PMT Checklist PMT Data Requirements

VOCA subgrantees must maintain accurate documentation that supports the information submitted in the Office for Victims of Crime Performance Measurement Tool (OVC PMT) database. The **PMT Mapping Guide** provides terminology, definitions, and examples of victim services being provided by your program. The mapping guide may be used as a resource to ensure your program collects OVC PMT specific data that must then be entered on the OVC PMT website.

Please see the **OVC Performance Measure Dictionary and Terminology Resource** for resources and terms used as part of OVC's performance data collection efforts. This resource creates a single location to find definitions and examples of terms used across programs and standardizes definitions for easier reporting.

Demographics	Type of Victimization	Direct Services
<ul style="list-style-type: none">• Age• Race/Ethnicity• Gender Identity	<ul style="list-style-type: none">• Domestic Violence• Sexual Assault• Child Abuse/Neglect• Human Trafficking• Etc.	<ul style="list-style-type: none">• Information and referral• Personal Advocacy• Emotional Support• Safety Services• Housing Services• Criminal and Civil Justice System Assistance



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Demographics

Date of Birth or Age (Self-Reported):

Race/Ethnicity (Self-Reported)

Individuals who self-report in **more than one race and/or ethnicity** category should be counted in the “**Multiple Races**” category.

If no data is collected for a category, check “NT” in that category to mark it as **Not Tracked**. This means that your agency is unable to submit data in this category, but efforts are underway to track data as requested.

	American Indian/Alaska Native
	Asian
	Black/African American
	Hispanic or Latino
	Native Hawaiian and Other Pacific Islander
	White Non-Latino/Caucasian
	Some Other Race
	Multiple Races
	Not Reported
	Not Tracked

Gender Identity (Self-Reported)

	Male
	Female
	Transgender
	Other
	Not Reported
	Not Tracked



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Types of Victimizations

(Check all that apply)

<input type="checkbox"/>	Adult Physical Assault (Include Aggravated and Simple Assault)
<input type="checkbox"/>	Adult Sexual Assault
<input type="checkbox"/>	Adults Sexually Abused/Assaulted as Children
<input type="checkbox"/>	Arson
<input type="checkbox"/>	Bullying (Verbal, Cyber, or Physical)
<input type="checkbox"/>	Burglary
<input type="checkbox"/>	Child Physical Abuse or Neglect
<input type="checkbox"/>	Child Pornography
<input type="checkbox"/>	Child Sexual Abuse/Assault
<input type="checkbox"/>	Domestic and/or Family Violence
<input type="checkbox"/>	DUI/DWI Incidents
<input type="checkbox"/>	Elder Abuse or Neglect
<input type="checkbox"/>	Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other (Explanation Required)
<input type="checkbox"/>	Human Trafficking: Labor
<input type="checkbox"/>	Human Trafficking: Sex
<input type="checkbox"/>	Identity Theft/Fraud/Financial Crime
<input type="checkbox"/>	Kidnapping (Non-Custodial)
<input type="checkbox"/>	Kidnapping (Custodial)
<input type="checkbox"/>	Mass Violence (Domestic/International)

Special Classifications of Individuals (Self-Reported)

<input type="checkbox"/>	Deaf/Hard of Hearing
<input type="checkbox"/>	Homeless
<input type="checkbox"/>	Immigrants/Refugees/Asylum Seekers
<input type="checkbox"/>	LGBTQIA2S+
<input type="checkbox"/>	Veterans
<input type="checkbox"/>	Victims with Disabilities: Cognitive/Physical/Mental
<input type="checkbox"/>	Victims with Limited English Proficiency
<input type="checkbox"/>	Other
<input type="checkbox"/>	If other, please explain:



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Direct Services

Select the types of services that were provide to the victim or survivor. **Check all that apply.**

Did you assist with the crime victim compensation application? Yes or No

Check yes if you helped the victim/survivor with completing a victim compensation application, even if they did not submit the application. Assisting victims in seeking crime victim compensation benefits is a VOCA requirement and simply providing an individual with an application does **NOT** qualify as assistance.

Advocates **must** assist victims in seeking available crime victim compensation benefits. Crime Victim Compensation (CVC) is a program operated by OCVS to reimburse innocent crime victims for certain out-of-pocket expenses (mostly lost wages and medical expenses).

Information and Referral

<input type="checkbox"/>	Information about the criminal justice process
<input type="checkbox"/>	Information about victim rights, how to obtain notifications, etc.
<input type="checkbox"/>	Referral to other victim service programs
<input type="checkbox"/>	Referral to other services, supports, and resources (<i>includes legal, medical, faith-based organizations, address-confidentiality programs, etc.</i>)

Personal Advocacy/Accompaniment

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

Emotional Support or Safety Services

<input type="checkbox"/>	Crisis intervention (<i>in-person, includes safety planning, etc.</i>)
<input type="checkbox"/>	Hotline/crisis line counseling
<input type="checkbox"/>	On-scene crisis response (<i>e.g., community crisis response</i>)
<input type="checkbox"/>	Individual counseling



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	Support groups (<i>facilitated or peer</i>)
	Other therapy (<i>traditional, cultural, or alternative healing; art, writing, or play therapy, etc.</i>)
	Emergency financial assistance (<i>includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic medications, durable medical equipment, etc.</i>)

Shelter/Housing Services

	Emergency shelter or safe house
	Transitional housing
	Relocation assistance (<i>includes assistance with obtaining housing</i>)

Criminal/Civil Justice System Assistance

	Notification of criminal justice events (<i>e.g., case status, arrest, court proceedings, case disposition, release, etc.</i>)
	Victim impact statement assistance
	Assistance with restitution (<i>includes assistance in requesting and when collection efforts are not successful</i>)
	Civil legal assistance in obtaining protection or restraining order
	Civil legal assistance with family law issues (<i>e.g., custody, visitation, or support</i>)
	Other emergency justice-related assistance
	Immigration assistance (<i>e.g., special visas, continued presence application, and other immigration relief</i>)
	Prosecution interview advocacy/accompaniment (<i>includes accompaniment with prosecuting attorney and with victim/witness</i>)
	Law enforcement interview advocacy/accompaniment
	Criminal advocacy/accompaniment
	Other legal advice and/or counsel

If the client chooses to continue services with your agency you will continue to track each service provided, for example of ongoing services may be:

- Support group
- Criminal Justice accompaniment (Advocates going to future court dates, civil or criminal)
- Individually advocacy
- Material assistance (Food box, gift cards, vouchers, etc.)