

OFFICE FOR VICTIMS OF CRIME
ENHANCED COLLABORATIVE MODEL TASK FORCE TO COMBAT HUMAN TRAFFICKING
VICTIM SERVICE PROVIDER PERFORMANCE MEASURES

The following pages detail the performance measures and instructions for the Office for Victims of Crime’s (OVC’s) Enhanced Collaborative Model Task Force to Combat Human Trafficking Victim Service Provider grantees.

PROGRAM GOAL AND OBJECTIVES

OVC works to enhance the nation’s capacity to assist crime victims and to provide leadership in changing attitudes, policies, and practices in ways that will promote justice and healing for all victims.

In this capacity, OVC strives to uphold the intent of the Trafficking Victims Protection Act of 2000 and its subsequent authorizations to ensure that all trafficking victims—regardless of immigration status, gender, or form of trafficking—receive support to access the services they need. OVC grant funding supports efforts to develop, expand, and strengthen programs for victims of human trafficking.

Structure of Questionnaire

This questionnaire is divided into seven (7) topic areas plus grant activity, semiannual/final reporting, and closeout questions. Each grant will be assigned specific topic areas, depending on its purpose. See the solicitation map to locate the topic areas assigned to your award.

The current questionnaire aligns to reporting in the Performance Measurement Tool (PMT). Performance measure numbers are sequential to support reporting. As of October 2022, performance measure reporting will take place directly into the PMT.

NOTE: You must provide a response for each question in the assigned question banks. The performance measures contain short instructions on how to report.

Roles and Responsibilities for Completion

OVC expects that agencies will assign a point of contact to gather and report performance data. This includes work with subgrantees. Agency points of contact should work with other staff as needed to gather the required information, so they can report on it when it is due.

Reporting Periods

Performance data are reported quarterly. Prior to October 2022, data was recorded in a separate Excel spreadsheet and uploaded to JustGrants with semiannual narrative reports. As of October 2022, data is entered directly in the PMT. In January and July of each calendar year and during award closeout, grantees will also answer the Semiannual/Final Reporting questions directly into JustGrants.

If you have any questions about the performance measures, email the OVC Performance Measurement Tool Helpdesk at ovcpmt@usdoj.gov or call toll free at 844–884–2503.

The table below outlines the reporting periods and submission deadlines.

Reporting period	Submission period	Deadline	What is due?	Where?
October 1–December 31	January 1–30	January 30	Quarterly report and semiannual reporting questions	PMT and JustGrants
January 1–March 31	April 1–30	April 30	Quarterly report	PMT only
April 1–June 31	July 1–30	July 30	Quarterly report and semiannual reporting questions	PMT and JustGrants
July 1–September 31	October 1–30	October 30	Quarterly report	PMT only

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GRANT ACTIVITY

Is this the last reporting period during which this award will have data to report?

Instruction: For example, the award end date has passed, or no additional grant project activity will take place. If you select "Yes," the PMT will create a cumulative final report and no future reporting periods will be required.

Yes or No

1. Was there grant activity during the reporting period?

Instruction: Grant activity occurs when the grantee has obligated, expended, or drawn down grant funds to implement objectives proposed in the OVC-approved grant application. An answer of "Yes" indicates the program is operational and should remain so until the grant closes out.

Yes or No

1A. If No, explain why there was no grant activity during the reporting period.

TASK FORCE MEETINGS

These questions ask about grantee meetings and activities to establish or maintain partnerships during the reporting period. In this section, collect data from all partners involved in the task force. Partners may include all partnerships at the agency/organization level, regardless of the number of staff involved that support the work of the task force.

Baseline Questions

Baseline questions gather information about activities that occurred prior to the grant becoming operational. They are asked of new grantees during the first reporting period.

2. Total number of partners participating in the initiative prior to grant funding.

Instruction: Report aggregated data on all partners who were part of the task force prior to the current award starting. Report a whole number for the total. All zero (0) entries must represent a true value of zero.

Current Quarter Reporting

3. Total number of partners involved (including subgrantees and other partner organizations that support the implementation of this grant program).

Instruction: Report a count of all partner agencies active in the task force. They are active if they provide input and/or feedback to the task force's activities or direction. Partners should be counted on an organizational level, regardless of the number of individual staff that participate through an organization. This should include both funded and non-funded partners, an example of a funded partner is a subgrantee.

4. Total number of new subgrantees during the reporting period.

Instruction: Report the total number of new subgrantees whose agreement was finalized during the reporting period. This should include entities that have a formal subgrant to implement grant activities.

5. Total number of new partners during the reporting period.

Instruction: Report the total number of all new partnership agreements that were finalized during the reporting period. This should include entities that have an agreement in place to support grant activities but do not have a formal subgrant. Task force partners are defined in this question as members of the task force that are active participants in the program and/or have signed a memorandum of understanding (MOU).

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6. Which of the following agencies or organizations are partners within the Enhanced Collaborative Model Task Force as outlined in the relevant fiscal year solicitation?

Instruction: Report a total number of partners at the agency/organization level, regardless of the number of staff involved. Next, report if that partner agency is a task force core partner or regular task force partner. Respond Yes or No to indicate that a new partnership started during the reporting period. Zeroes (0) indicate that you do not have that partnership type at this time.

Task force partners are defined in this question as members of the task force that are active participants in the program and/or have signed an MOU. They are active if they provide input and/or feedback to the task force's activities or direction. Core members are those agencies identified as

required task force members within the solicitation. If there has been a significant change in task force partnerships, update that information quarterly and explain it further in the semiannual report.

Partner	Number of partners	Task force core partner	Task force partner	Is the partner new?
State law enforcement agency				
Local law enforcement agency				
Tribal law enforcement agency				
Federal Bureau of Investigation				
Homeland Security Investigations				
Victim services provider/agency				
United States Attorney's Office				
State/Local prosecutor/prosecutors office				
Federal/State/Local regulatory agency				
Researcher/Evaluator/Academic or statistical analysis center				
State agency				
Tribal agency				
Local agency				
Immigrant/Refugee services agency				
Interpreters/Language assistance services				
Legal services provider				
Courts (specialty courts, adult, or juvenile courts, etc.)				
Corrections/Community corrections				
Medical professionals/healthcare providers (including vision and dental)				
Mental health care providers				
Substance abuse treatment providers				
Child advocacy centers				
Community-based service providers (e.g., housing/shelters, job training/employment)				
Faith-based organizations				
Foundations/Philanthropic organizations				
Businesses (including financial institutions, civic/business community, and trade/professional affiliations)				
Local community group/community member				
Other				
If Other, explain				

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7. How does your agency or organization partner with, or seek feedback from, program clients or other individuals with lived experience?

Instruction: This measure asks grantees to report in a narrative format how your agency or organization seeks feedback. This measure seeks to capture how your agency or organization incorporates a survivor's voice in your work. Ensure the story distinctly shows how feedback was sought from partners and is separate from those with lived experience.

8. Did the task force meet during the reporting period?

Instruction: Report the frequency of task force meetings during the reporting period. Per the solicitation, each task force is required to meet on a quarterly basis, at a minimum. These meetings must include all core members.

Yes or No

- 8A. If Yes, how frequently did the task force meet?

- Weekly
- Biweekly
- Monthly
- Quarterly

- 8B. If No, explain why the task force did not meet during the reporting period.

9. Does the task force have any subcommittees?

Instruction: Report if there are subcommittees, and if so, the issues addressed by the subcommittees. Select all that apply. If "Yes," report on the subcommittees issue in the next question. If you select "Other," provide an explanation.

Yes or No

- 9A. If Yes, what issues do the subcommittees specifically seek to address?

- Sex trafficking investigations/prosecutions
- Labor trafficking investigations/prosecutions
- Victim services
- Multidisciplinary case planning or case review
- Outreach and public awareness
- Training
- Data collection, data sharing/reporting, project evaluation
- Other
- If Other, explain

PERSONNEL

The following section asks questions related to personnel and staffing for the victim service provider agencies active in the task force. One of the main objectives of the Human Trafficking Enhanced Collaborative Model is to establish and maintain effective leadership to successfully identify trafficking victims, deliver services to victims, and investigate and prosecute trafficking perpetrators. The following section asks questions related to personnel and staffing; establishing effective leadership; ensuring task force membership; and designing protocols, policies, and procedures.

10. Does the task force have a full-time coordinator in place?

Yes or No

- 10A. If Yes, provide the name of the funding agency.

- 10B. If No, explain.

11. As of the last day of the reporting period, how many full-time and part-time staff—funded fully or partially by the grant program—worked on or contributed to the task force as part of their regular day-to-day activities or were assigned to the task force as one of their primary responsibilities?

Instruction: Report the number of full- or part-time staff who were funded by the grant during the reporting period. Staff members may include (but are not limited to) contractors, consultants, interns.

11A. Number of full-time staff funded by this grant

11B. Number of part-time staff funded by this grant

12. During the reporting period, were grant funds used to pay for overtime hours?

Instruction: Report the number of grant-funded overtime hours for non-exempt employees working beyond normal working hours (i.e., more than 40) during a work week.

Yes or No

12A. If Yes, how many overtime hours were funded?

POLICIES, PROCEDURES, AND PROTOCOLS

Task force partners must develop and routinely update protocols that outline the roles and responsibilities of members and the task force's collaborative work. This section asks about the task force's policies, operating procedures, and protocols from all active partners in the task force.

Current Quarter Reporting

13. Does the task force have any written policies, standard operating procedures (SOPs), or protocols in place to address the items below?

Instruction: Report whether the task force has any finalized policies, standard operating procedures (SOPs), or protocols in place for each of the categories listed below.

Report "Yes" when your task force has finalized the policies or protocols and shared them with all task force personnel who are responsible for the activity.

Report "No" if there is no policy or protocol addressing a specific issue (including those that are in progress or have not been started).

Report "N/A" if the category is not applicable to your task force.

Types of policies or protocols	Yes	No	N/A
Information sharing Includes sharing information with other core task force members, partners, victim services, etc.			
Data collection and reporting Includes data protection, storage, management, tracking, analysis, and transfer. Also reporting data into JustGrants or use of a national database (e.g., Regional Information Sharing Systems)			
Referrals Includes referring victims to internal/external victim services or referring foreign national victims for Office of Refugee Resettlement certification			
Victim protections Provides victims with all relevant protections afforded to them by law			
Continued presence (CP) Includes requesting CP status for foreign national victims or providing foreign national victims with CP status or providing documentation to support CP or other immigration assistance			

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Types of policies or protocols	Yes	No	N/A
Case handling Includes dealing with cases with many victims or when victims are underage, building strong cases against traffickers, or assisting when there are large numbers of perpetrators per case			
Case management Includes policies and procedures for handling victims and victim services			
Interpreter/Language Provides appropriate support and resources for language assistance and interpreters as needed			
Media Includes communication policies and procedures regarding speaking with the media, using the media as a resource when conducting task force initiatives, or establishing survivor speaker standards when addressing the media or a public audience			
Confidentiality Includes victim, victim services, and task force initiative data protection, storage, and transfer; also, handling of tips			
Protocols Includes protocols that outline a coordinated response to addressing human trafficking in a community, city, region, or state			
Human resources policies and SOPs Includes hiring and protection of survivors (criminal backgrounds, discrimination, harassment, sexual assault, trauma informed care)			

14. Identify the number of planning documents that were completed during the reporting period.

Instruction: Report the number of new planning documents that were fully completed during the reporting period. Not all documents are required for every project; select only the ones that apply to your project.

Types of planning documents completed	Number of new planning documents completed during the reporting period
Mission and/or vision statement	
Advisory board charter	
Community partnership memoranda of understanding/memoranda of agreement	
State-wide or jurisdictional needs/strengths assessment	
Program logic model	
Action plan	
Evaluation/Assessment plan	
Sustainability plan	
Data collection plan	
Training plan	

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TRAFFICKING POPULATION

Complete the following regarding people who are identified as confirmed and/or potential human trafficking victims identified by the task force during the reporting period.

Performance measure reference	Definition for this section
Confirmed victims	Person who is a victim of a severe form of human trafficking as defined by the Trafficking Victims Protection Act of 2000, 22 U.S.C. § 7102(9).
Potential victims	Person who has been subject to situations that have indicators of human trafficking; however, more information is still needed to determine if they meet the definition of a victim of human trafficking as defined by the Trafficking Victims Protection Act of 2000, 22 U.S.C. § 7102(9). Potential victims identified during an investigation may be victims of sex trafficking, labor trafficking, or both sex and labor trafficking.
U.S. citizens	Victims who do have legal status to reside in the United States and will not need continued presence or a T-visa to remain in the United States while their case is still progressing. These types of victims would include U.S. citizens, U.S. nationals, permanent residents, qualified aliens, and temporary workers (H-2A and H-2B).

Key Trafficking Population Measures

15. Total number of confirmed and/or potential victims of trafficking who received services during the reporting period.

Instruction: Report the total number of trafficking victims served by your organization with grant funds during the reporting period. This number should be an unduplicated count of individuals served during a single reporting period, regardless of the number of services they received or victimization types with which they presented. Do not count anonymous contacts or eligible family members here.

16. Total number of anonymous contacts received during the reporting period.

Instruction: Report all anonymous contacts received by your organization through a hotline, online chat, or other service where the individuality of each contact cannot be established. If your organization did not have any anonymous contacts, enter zero (0).

17. Did you provide services to new victims of trafficking during the reporting period?

Yes or No (If No, skip to question 23)

18. Of the total number of victims of trafficking served, how many were new individuals who received services from your organization using grant funds for the first time during the reporting period?

Instruction: Report the total number of new confirmed and/or potential victims of human trafficking individuals served during the reporting period. "New" refers to the first time they received services from your organization with grant funds. This number should be an unduplicated count of identified new victims, regardless of the number of services they received or victimization types with which they presented. For the first reporting period of your award, all individuals should be counted as new.

Individuals

19. Total number of new potential and/or confirmed victims of sex trafficking during the reporting period.

Instruction: Report the total number of new potential and/or confirmed victims of sex trafficking served with grant funds for the first time during the reporting period.

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19A–D. Demographics (for new victims of sex trafficking served during the reporting period).

Instruction: Report demographics for all new individuals identified as new victims of sex trafficking. The total number of individuals in each demographic category should equal the number of new sex trafficking victims served during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.

19A. Race/Ethnicity

Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.

Population	Number of new victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
19A. Race/Ethnicity Total	(Must equal the number of new sex trafficking victims served during the reporting period)

19B. Gender Identity

Population	Number of new victims
Male	
Female	
Transgender	
Non-Binary	
Other (If Other, report the number and explain)	
Not Reported	
Not Tracked	
19B. Gender Identity Total	(Must equal the number of new sex trafficking victims served during the reporting period)

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19C. Age

Instruction: Report the individuals' age as self-reported at the time that services are received.

Population	Number of new victims
0–12	
13–17	
18–24	
25–59	
60 and Older	
Not Reported	
Not Tracked	
19C. Age Total	(Must equal the number of new sex trafficking victims served during the reporting period)

19D. Country of Citizenship

Instruction: Report the top five most common countries of citizenship and the number of victims served from each country, as self-reported by the sex trafficking victims served.

If there were more than five countries of citizenship, report the additional countries along with the number of applicable individuals from each country. If the country of citizenship was unknown, report that country as "Unknown" along with the number of applicable individuals.

Country	Total number of new victims

20. Total number of new potential and/or confirmed victims of labor trafficking during the reporting period.

Instruction: Report the number of new potential and/or confirmed victims of labor trafficking served with grant funds for the first time during the reporting period.

20A–D. Demographics (for new victims of labor trafficking served during the reporting period)

Instruction: Report demographics for all new individuals identified as new victims of labor trafficking. The total number of individuals in each demographic category should equal the number of new labor trafficking victims served during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.

20A. Race/Ethnicity

Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.

Population	Number of new victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
20A. Race/Ethnicity Total	(Must equal the number of new labor trafficking victims served during the reporting period)

20B. Gender Identity

Population	Number of new victims
Male	
Female	
Transgender	
Non-Binary	
Other (If Other, report the number and explain)	
Not Reported	
Not Tracked	
20B. Gender Identity Total	(Must equal the number of new labor trafficking victims served during the reporting period)

20C. Age

Instruction: Report the individuals' age as self-reported at the time that services are received.

Population	Number of new victims
0–12	
13–17	
18–24	
25–59	
60 and Older	
Not Reported	
Not Tracked	
20C. Age Total	(Must equal the number of new labor trafficking victims served during the reporting period)

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20D. Country of Citizenship

Instruction: Report the top five most common countries of citizenship and the number of individuals served from each country, as self-reported by the labor trafficking victims served. If there were more than five countries of citizenship, report the additional countries along with the number of applicable individuals from each country. If the country of citizenship was unknown, report that country as "Unknown" along with the number of applicable individuals.

Country	Total number of new victims

21. Total number of new potential and/or confirmed victims of both sex and labor trafficking.

*Instruction: Report the number of new potential and/or confirmed victims of sex and labor trafficking served with grant funds for the first time during the reporting period. Sex and labor trafficking is a mutually exclusive type of trafficking and **not** the sum of the previous sex trafficking and labor trafficking categories. All individuals reported under this type of trafficking should reflect victims who are survivors of **both** sex and labor trafficking.*

21A–D. Demographics (for new victims of both sex and labor trafficking served during the reporting period)

Instruction: Report demographics for all new individuals identified as new victims of both sex and labor trafficking. The total number of individuals in each demographic category should equal the number of new sex and labor trafficking victims identified during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.

21A. Race/Ethnicity

Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.

Population	Number of new victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
21A. Race/Ethnicity Total	(Must equal the number of new sex and labor trafficking victims served during the reporting period)

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21B. Gender Identity

Population	Number of new victims
Male	
Female	
Transgender	
Non-Binary	
Other (If Other, report the number and explain)	
Not Reported	
Not Tracked	
21B. Gender Identity Total	(Must equal the number of new sex and labor trafficking victims served during the reporting period)

21C. Age

Instruction: Report the individuals' age as self-reported at the time that services are received.

Population	Number of new victims
0–12	
13–17	
18–24	
25–59	
60 and Older	
Not Reported	
Not Tracked	
21C. Age Total	(Must equal the number of new sex and labor trafficking victims served during the reporting period)

21D. Country of Citizenship

Instruction: Report the top five most common countries of citizenship and the number of individuals served from each country, as self-reported by the sex and labor trafficking victims served. If there were more than five countries of citizenship, report the additional countries along with the number of applicable individuals from each country. If the country of citizenship was unknown, report that country as "Unknown" along with the number of applicable individuals.

Country	Total number of new victims

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22. Total number of new potential and/or confirmed victims whose type of trafficking is undetermined during the reporting period.

Instruction: Report the number of new potential and/or confirmed victims whose type of trafficking was undetermined who were served with grant funds for the first time during the reporting period.

22A–D. Demographics (for new victims of undetermined trafficking served during the reporting period)

Instruction: Report demographics for all new individuals whose type of trafficking was undetermined. The total number of individuals in each demographic category should equal the number of new undetermined trafficking victims identified during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category.

22A. Race/Ethnicity

Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.

Population	Number of new victims
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
22A. Race/Ethnicity Total	(Must equal the number of new undetermined trafficking victims served during the reporting period)

22B. Gender Identity

Population	Number of new victims
Male	
Female	
Transgender	
Non-Binary	
Other (If Other, report the number and explain)	
Not Reported	
Not Tracked	
22B. Gender Identity Total	(Must equal the number of new undetermined trafficking victims served during the reporting period)

October 2022

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22C. Age

Instruction: Report the individuals' age as self-reported at the time that services are received.

Population	Number of new victims
0–12	
13–17	
18–24	
25–59	
60 and Older	
Not Reported	
Not Tracked	
22C. Age Total	(Must equal the number of new undetermined trafficking victims served during the reporting period)

22D. Country of Citizenship

Instruction: Report the top five most common countries of citizenship and the number of individuals served from each country, as self-reported by the undetermined trafficking victims served. If there were more than five countries of citizenship, report the additional countries along with the number of applicable individuals from each country. If the country of citizenship was unknown, report that country as "Unknown" along with the number of applicable individuals.

Country	Total number of new victims

Family Members

23. Did your organization serve eligible family members?

Instruction: Eligible family members include related family members of the principal client who received services under the given grant.

Yes or No (If No, skip to question 27)

24. Total number of eligible family members who received services during the reporting period.

Instruction: Report all eligible family members served by your organization with grant funds during the reporting period. This number should be an unduplicated count of people served during a single reporting period, regardless of the number of services they received or victimization types with which they presented. Do not count anonymous contacts here.

25. Did you provide services to new eligible family members during the reporting period?

Yes or No (If No, skip to question 27)

October 2022

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26. Total number of new eligible family members

Instruction: Report the total number of new eligible family members who were served with grant funds for the first time during the reporting period. Report an unduplicated number of these individuals during a single reporting period, regardless of the number of services they received or victimization types with which they presented. For the first reporting period of your award, all individuals should be counted as new.

26A–D. Demographics (for new eligible family members reported during the reporting period)

Instruction: Report demographics for all new eligible family members served. The total number of individuals in each demographic category should equal the number of new eligible family members served during the reporting period. Demographic data should be self-reported by the individual. If demographic data are not tracked by the organization, report the individuals in the "Not Tracked" category. If demographic data were not self-reported by an individual, report the individual in the "Not Reported" category

26A. Race/Ethnicity

Instruction: Report each individual in only one race or ethnicity category. If an individual self-reports as more than one race or ethnicity, report the individual in the "Multiple Race" category. If an individual does not fit a race or ethnicity category, report the individual in the "Some Other Race" category.

Population	Number of new eligible family members
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White Non-Latino or Caucasian	
Some Other Race	
Multiple Races	
Not Reported	
Not Tracked	
26A. Race/Ethnicity Total	(Must equal the number of new eligible family members served during the reporting period)

26B. Gender Identity

Population	Number of new eligible family members
Male	
Female	
Transgender	
Non-Binary	
Other (If Other, report the number and explain)	
Not Reported	
Not Tracked	
26B. Gender Identity Total	(Must equal the number of new eligible family members served during the reporting period)

October 2022

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Data must be entered in the OVC PMT system at <https://ovcpmt.ojp.gov>.

26C. Age

Instruction: Report the individuals' age as self-reported at the time that services are received.

Population	Number of new eligible family members
0–12	
13–17	
18–24	
25–59	
60 and Older	
Not Reported	
Not Tracked	
26C. Age Total	(Must equal the number of new eligible family members served during the reporting period)

26D. Country of Citizenship

Instruction: Report the top five most common countries of citizenship and the number of individuals served from each country, as self-reported by the eligible family members served. If there were more than five countries of citizenship, report the additional countries along with the number of applicable individuals from each country. If the country of citizenship was unknown, report that country as "Unknown" along with the number of applicable individuals.

Country	Total number of new eligible family members

Victimizations

27A–D. Types of victimizations for all trafficking victims identified during the reporting period.

Instruction: Report the total number of victims served during the reporting period by type of trafficking. This includes both new and returning individuals, as well as anonymous contacts. Each individual should only be counted in one category. If a victimization type was unable to be determined, report the individual(s) under "Human Trafficking: Unknown."

Victimization type	Number of victims receiving services
27A. Human trafficking: Sex only	
27B. Human trafficking: Labor only	
27C. Human trafficking: Sex and labor	
27D. Human trafficking: Unknown	
Total victims receiving services by victimization type	(Must equal total number of victims of trafficking receiving services during the reporting period)

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28. Trafficking victims who received services for co-occurring victimizations (Optional).

Instruction: Report the number of applicable co-occurring victimizations, as self-reported by the trafficking victim(s), not eligible family members, who received services during the reporting period. An individual may be reported in more than one victimization type but should not be reported more than once within the same victimization type during the reporting period. See appendix B for definitions of each victimization type.

Victimization type	Number of victims who received services based on co-occurring victimizations
Adult physical assault (includes aggravated and simple assault)	
Adult sexual assault	
Adult sexually abused/assaulted as children	
Arson	
Bullying (verbal, cyber, or physical)	
Burglary	
Child physical abuse or neglect	
Child pornography	
Child sexual abuse/assault	
Cyber crimes	
Domestic and/or family violence	
DUI/DWI incidents	
Elder abuse or neglect (physical or emotional)	
Gang violence	
Hate crime: racial/religious/gender/sexual orientation/other	
If Other hate crime, explain	
Identity theft/fraud/financial crime	
Kidnapping (noncustodial)	
Kidnapping (custodial)	
Mass violence (domestic/international)	
Other vehicular victimization (e.g., hit and run)	
Robbery	
Stalking/Harassment	
Survivors of homicide victims	
Teen dating victimization	
Terrorism (domestic/international)	
Other	
If Other, explain	

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29. Of the individuals who received services, how many presented with more than one type of victimization during the reporting period?

Instruction: Report the number of individuals who self-reported multiple victimizations, in addition to human trafficking, during the reporting period.

30. Special classifications of individuals.

Instruction: Report the number of individuals who self-reported in each of the following categories.

Population category	Number of victims who self-identify as population category
Deaf/Hard of hearing	
Homeless	
Immigrants/Refugees/Asylum seekers	
LGBTQ/Two-spirit persons	
Veterans	
Victims with disabilities: cognitive/physical/mental	
Victims with limited English proficiency	
Other	
If Other, explain	

VICTIM SERVICES

Current Quarter Reporting

The following section contains performance measures regarding confirmed and/or potential human trafficking victims and eligible family members receiving services. These measures may be reported by all victim service providers active in the task force during the reporting period.

31. Report the total number of individuals who received services by service type and the number of times each type of service was provided during the reporting period.

Instruction: Select the types of grant-funded services that were provided by your organization to trafficking victims and/or eligible family members during the reporting period.

- A. Information and referral
- B. Personal advocacy/accompaniment
- C. Emotional support, safety, and health services
- D. Shelter/Housing services
- E. Criminal/Civil justice system assistance
- F. Education/Employment/Life skills

31A. Information and referral services

Instruction: Report the total number of trafficking victims and eligible family members who received information and referral services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.

31A. Total number of trafficking victims who received information and referral services.

31A. Total number of eligible family members who received information and referral services.

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Service	Trafficking victims	Eligible family members
31A-1. Information about the criminal justice process	Number of occurrences	Number of occurrences
31A-2. Information about victim rights, how to obtain notifications, etc.	Number of occurrences	Number of occurrences
31A-3. Referral to other victim service programs	Number of occurrences	Number of occurrences
31A-4. Referral to other services, supports, and resources (e.g., legal, medical, faith-based organizations, address confidentiality programs)	Number of occurrences	Number of occurrences
31A-5. Information about substance abuse treatment and support available to crime victims	Number of occurrences	Number of occurrences
31A-6. Referral to substance abuse treatment and support	Number of occurrences	Number of occurrences

31B. Personal advocacy/accompaniment services

Instruction: Report the total number of trafficking victims and eligible family members who received personal advocacy or accompaniment services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.

31B. Total number of trafficking victims who received personal advocacy or accompaniment services.

31B. Total number of eligible family members who received personal advocacy or accompaniment services.

Service	Trafficking victims	Eligible family members
31B-1. Victim advocacy/accompaniment to emergency medical care	Number of occurrences	Number of occurrences
31B-2. Victim advocacy/accompaniment to medical forensic exam	Number of occurrences	Number of occurrences
31B-3. Law enforcement interview advocacy/accompaniment	Number of occurrences	Number of occurrences
31B-4. Individual advocacy (e.g., assistance in applying for public benefits or other low-cost alternatives, applying for medical insurance, return of personal property or effects)	Number of occurrences	Number of occurrences
31B-5. Performance of medical or nonmedical forensic exam or interview, or medical evidence collection	Number of occurrences	Number of occurrences
31B-6. Advocacy for immigration assistance (e.g., special visas, continued presence application, other immigration relief)	Number of occurrences	Number of occurrences
31B-7. Intervention with employer, creditor, landlord, or academic institution	Number of occurrences	Number of occurrences
31B-8. Child or dependent care assistance (e.g., coordination of services)	Number of occurrences	Number of occurrences
31B-9. Transportation assistance (e.g., coordination of services)	Number of occurrences	Number of occurrences
31B-10. Interpreter services	Number of occurrences	Number of occurrences
31B-11. Family reunification	Number of occurrences	Number of occurrences

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31C. Emotional support, safety, and health services

Instruction: Report the total number of trafficking victims and eligible family members who received emotional support, safety, and health services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.

31C. Total number of trafficking victims who received emotional support, safety, and health services.

31C. Total number of eligible family members who received emotional support, safety, and health services.

Service	Trafficking victims	Eligible family members
31C-1. Crisis intervention (e.g., in-person, safety planning)	Number of occurrences	Number of occurrences
31C-2. Hotline/Crisis line counseling	Number of occurrences	Number of occurrences
31C-3. On-scene crisis response (e.g., community crisis response)	Number of occurrences	Number of occurrences
31C-4. Individual therapy/mental health services	Number of occurrences	Number of occurrences
31C-5. Support groups (includes facilitated or peer)	Number of occurrences	Number of occurrences
31C-6. Other therapy (e.g., traditional, cultural, or alternative healing; art, writing, or play therapy)	Number of occurrences	Number of occurrences
31C-7. Emergency financial assistance (e.g., 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) Providing cash outlays for food, clothing, short-term alternative emergency housing (e.g., hotel due to capacity at shelter), and other support services such as toiletries provided to primary and secondary victims. Emergency financial assistance may also include emergency loans, payments for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic medications, durable medical equipment, and other similar items allowable under program guidelines.	Number of occurrences	Number of occurrences
31C-8. Provision of emergency medical care	Number of occurrences	Number of occurrences
31C-9. Provision of long-term, non-therapeutic medical care	Number of occurrences	Number of occurrences
31C-10. Substance abuse services (e.g., medication-assisted treatment, therapy)	Number of occurrences	Number of occurrences
31C-11. Protection/Safety planning	Number of occurrences	Number of occurrences
31C-12. Case management	Number of occurrences	Number of occurrences

31D. Shelter or housing services

Instruction: Report the total number of trafficking victims and eligible family members who received shelter or housing services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.

31D. Enter the number of trafficking victims who received shelter or housing services.

31D. Enter the number of eligible family members who received shelter or housing services.

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Service	Trafficking victims	Eligible family members
31D-1. Emergency shelter or placement (less than 30 days, includes hotels, motels, shelters)	Number of occurrences	Number of occurrences
31D-2. Transitional housing (i.e., 6- to 24-month duration)	Number of occurrences	Number of occurrences
31D-3. Relocation assistance (e.g., assistance with obtaining housing)	Number of occurrences	Number of occurrences
31D-4. Rapid rehousing	Number of occurrences	Number of occurrences
31D-5. Rental assistance	Number of occurrences	Number of occurrences
31D-6. Host homes	Number of occurrences	Number of occurrences
31D-7. Other shelter/housing	Number of occurrences	Number of occurrences
31D-8. If Other, describe:	Number of occurrences	Number of occurrences

31E. Criminal/Civil justice system assistance services

Instruction: Report the total number of trafficking victims and eligible family members who received criminal or civil justice system assistance services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.

31E. Enter the of trafficking victims who received criminal or civil justice system assistance services.

31E. Enter the number of eligible family members who received criminal or civil justice system assistance services.

Service	Trafficking victims	Eligible family members
31E-1. Notification of criminal justice events (e.g., case status, arrest, court proceedings, case disposition, release)	Number of occurrences	Number of occurrences
31E-2. Victim impact statement assistance	Number of occurrences	Number of occurrences
31E-3. Assistance with restitution (e.g., assistance in requesting restitution and when collection efforts are not successful)	Number of occurrences	Number of occurrences
31E-4. Civil legal assistance in obtaining protection or restraining order	Number of occurrences	Number of occurrences
31E-5. Civil legal assistance with family law issues (e.g., custody, visitation, support)	Number of occurrences	Number of occurrences
31E-6. Other emergency justice-related assistance	Number of occurrences	Number of occurrences
31E-7. Legal support with immigration assistance (e.g., special visas, continued presence application, other immigration relief)	Number of occurrences	Number of occurrences
31E-8. Prosecution interview advocacy/accompaniment (e.g., accompaniment with prosecuting attorney and with victim/witness)	Number of occurrences	Number of occurrences
31E-9. Law enforcement interview advocacy/accompaniment	Number of occurrences	Number of occurrences
31E-10. Criminal justice advocacy/accompaniment (providing support, assistance, advocacy/accompaniment to victims at any stage of the criminal justice process) (e.g., filing police report, testimony, post-sentencing support)	Number of occurrences	Number of occurrences
31E-11. Other legal advice and/or counsel	Number of occurrences	Number of occurrences

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Service	Trafficking victims	Eligible family members
31E-12. Repatriation	Number of occurrences	Number of occurrences
31E-13. Public benefits law	Number of occurrences	Number of occurrences
31E-14. Criminal record relief (e.g., expungement, vacatur)	Number of occurrences	Number of occurrences
31E-15. Victim's rights representation	Number of occurrences	Number of occurrences

31F. Education, employment, or Life skills services

Instruction: Report the total number of trafficking victims and eligible family members who received education, employment, or life skills services during the reporting period. Then report the number of times each service subcategory was provided during the reporting period. Zero (0) is a valid response. Because some clients may receive multiple services, the total number of times that services were provided within a category may be greater than the number of clients who received those services.

31F. Total number of trafficking victims who received education, employment, or education/employment/life skills services.

31F. Total number of eligible family members who received education, employment, education/employment/life skills or services.

Service	Trafficking victims	Eligible family members
31F-1. Education (e.g., GED program, English as second language, adult basic education)	Number of occurrences	Number of occurrences
31F-2. Job/Vocational training (e.g., technical skills programs, credentialed programs)	Number of occurrences	Number of occurrences
31F-3. Job readiness/employment services (e.g., career counseling, soft skills)	Number of occurrences	Number of occurrences
31F-4. Life skills (e.g., financial literacy, empowerment programs)	Number of occurrences	Number of occurrences
31F-5. Supported employment (e.g., paid employment, internships)	Number of occurrences	Number of occurrences

COMMUNITY OUTREACH

This section asks about the community outreach activities conducted during the reporting period. Community outreach should occur during all stages of the program and include input from all sectors of the community.

32. How often was the organization involved in the following community activities as part of the program during the reporting period?

Instruction: Report the frequency of involvement by your organization for each of the community activities listed below. If your organization was not involved in the community activity during the reporting period, report "N/A" for not applicable.

Community activity	N/A	Monthly	Quarterly
Attended or hosted community meetings			
Distributed newsletters, emails, or other bulletins			
Attended community events			
Conducted activities on social media (e.g., Facebook, Twitter)			
Conducted outreach to vulnerable communities			

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Community activity	N/A	Monthly	Quarterly
Conducted outreach to faith-based organizations			
Conducted outreach to businesses			
Conducted outreach to potential task force member			
Other			
If Other, explain			

TRAINING

The training measures collect all program-related training, participants, and curricula developed/revised by victim service provider task force members. Collect and report data for questions on each unique training occurring during the reporting period and paid for in full, or in part, with program funds. These training measures may be answered by all partners active in the task force.

Instruction: In questions 33–36, report a count of the number of individuals, trainings or conferences, courses or curricula developed or revised during the reporting period that were paid for, in part or in full, with program funds.

Current Quarter Reporting

33. Did training activities occur during the reporting period?

Yes or No (If No, skip the remainder of this section)

34. Trainings or conferences hosted by an external organization.

34A. Number of individuals who attended trainings or conferences hosted by an external organization.

Instruction: Report the total number of individuals who attended training or conferences hosted by an external organization during the reporting period. If the answer is zero (0), skip to question 35. All zero entries must represent a true value of zero.

34B. Of those who attended trainings or conferences hosted by an external organization, were any attending participants grant funded in part or in full?

Yes or No (If No, skip to question 35)

34C. How many people were paid for with grant funding to attend trainings or conferences hosted by an external organization during the reporting period?

Instruction: Report the total number of all individuals supported by grant funds who attended training(s) or conference(s) external to your agency or organization during the reporting period. If you or other individuals presented or gave a speech that was paid for with OVC funds at a conference or training event, you can report that information here. Report a whole number for this question. All zero (0) entries must represent a true value of zero.

34D. Of those who were grant-funded, number and types of training attended.

Instruction: Report the total number of trainings attended per category of training that was hosted by an external organization where your agency or organization used OVC funds to send participants. If you report "Other," describe the type of training.

- Professional development
- Sex and labor trafficking training
- Sex trafficking training
- Labor trafficking training
- Other
- If Other, describe

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34E. Of those who were grant-funded, report the types of participants who attended or completed trainings or conferences during the reporting period.

Instruction: Select the types of participants who attended or completed trainings or conferences. You may select more than one type of participant, if applicable. If you select "Other," describe the type of participant.

- Victim service/social service providers (including housing/shelter)
- Victim advocates
- Legal service providers
- Courts and prosecutors (including probation, etc.)
- Law enforcement (federal, state, tribal, and task forces)
- Medical professionals/healthcare providers (including vision and dental)
- Mental health providers
- Substance abuse treatment providers
- Educators/Youth service providers
- Community-based organizations (including faith-based)
- Community members
- Government officials
- Embassies or consulates
- Businesses (including financial institutions, civic/business community, and trade/professional affiliations)
- Media outlets
- Immigrant/Ethnic service providers
- Labor rights/union organizations
- Researchers or academics
- Other
- If Other, explain

35. Trainings or conferences hosted by your agency or organization

35A. Total number of trainings or conferences hosted by your agency or organization.

Instruction: Report the total number of trainings or conferences that the organization hosted during the reporting period.

35B. Of the trainings or conferences hosted, were any grant-funded, in part or in full?

Yes or No (If No, skip to question 36)

35C. Of those grant funded trainings or conferences hosted, report the number and type of trainings or conferences hosted.

Instruction: Report the total number of trainings hosted per type of training. If you report "Other," describe the type of training.

- Professional development training
- Sex and labor trafficking training
- Sex trafficking training
- Labor trafficking training
- Other
- If Other, explain

35D. Of those grant funded trainings or conferences hosted, report the total number of participants that completed or attended trainings or conferences during the reporting period.

Instruction: Report the total number of participants who completed or attended the trainings or conferences that were hosted and grant funded, in part or in full, by the agency or organization.

35E. Of those grant funded trainings or conferences hosted, report the types of participants who attended or completed trainings or conferences during the reporting period.

Instruction: Select each type of participant who attended or completed training. Grantees may select more than one type of participant, if applicable. If you select "Other," include a description.

- Victim service/social service providers (including housing/shelter)
- Victim advocates
- Legal service providers
- Courts and prosecutors (including probation, etc.)
- Law enforcement (federal, state, tribal, and task forces)
- Medical professionals/healthcare providers (including vision and dental)
- Mental health providers
- Substance abuse treatment providers
- Educators/Youth service providers
- Community-based organizations (including faith-based)
- Community members
- Government officials
- Embassies or consulates
- Businesses (including financial institutions, civic/business community, and trade/professional affiliations)
- Media outlets
- Immigrant/Ethnic service providers
- Labor rights/union organizations
- Researchers or academics
- Other
- If Other, explain

36. Training courses or curricula developed or revised by your agency or organization.

36A. Total number training courses or curricula developed or revised during the reporting period.

Instruction: Report the total number of training courses or curricula that were developed or revised during the reporting period. Only report developments or revisions that are fully completed. Do not include courses or curricula that are still being developed or revised.

36B. Of the training courses or curricula developed or revised, were any grant-funded, in part or in full?

Yes or No (If No, skip the remainder of this section)

36C. Of those that were grant-funded, number and type of training courses or curricula were developed or revised?

Instruction: Report the number of training documents developed or revised per category. If you report "Other," include a description.

- Professional development training
- Sex and labor trafficking training
- Sex trafficking training
- Labor trafficking training
- Other
- If Other, explain

36D. Describe the developed or revised training courses or curricula.

Instruction: Provide a narrative description of the training materials completed during the reporting period. Include the targeted audience, primary sources used in the development of your curriculum, and a brief overview.

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SEMIANNUAL REPORTING QUESTIONS

Regardless of which reporting process or platform you use or time frame you report, all human trafficking grantees will answer semiannual narrative questions twice a year. The numbers of these questions correspond to a separate report from the quarterly performance measures. You will answer these questions in January and July and at the close of the award.

1. Describe the status of each goal and objective from your OVC approved grant award.
2. Describe any problems, delays, or adverse conditions that you encountered, if any, that affected your ability to reach your goals or objectives.
3. Is there any technical assistance that OVC can provide to address any problems, delays, or adverse conditions identified?
 - A. Yes
 - B. If Yes, explain
 - C. No
4. Are you on track to complete your program fiscally and programmatically on time and within the budget specified in your grant application?
 - A. Yes
 - B. No
 - C. If No, explain
5. Describe any significant developments related to your project during the reporting period that you did not share above. These may be factors internal to your organization or external related to your larger community/the nation that positively or negatively affected your project implementation.
6. What progress on goals and objectives is anticipated for the next 6 months, or less if your grant is scheduled to end prior to the next reporting period?
7. Will your agency be able to sustain the program efforts after federal funding under this award has ended?
 - A. Yes, we will likely be able to sustain the efforts and have other sources of funding in place
 - B. Yes, we hope to sustain the efforts but are still working to identify funding
 - C. No, we will be unable to sustain program efforts
 - D. We are unsure at this time
8. Is the federal award shared with other entities (i.e., subgrantees) to implement grant- approved activities? If so, please identify any subgrantees who implemented grant-approved activities during the reporting period in the space below and provide a summary of their activities.

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CLOSEOUT QUESTIONS (LAST REPORTING PERIOD ONLY)

Complete this section at the end of the grant award during the last reporting period. These answers should reflect the program status after conducting all grant activities.

1. How does the task force plan to sustain its operations after the grant funds have been exhausted?
Select all that apply.
 - A. Continue to invest in/maintain victim services partnerships
 - B. Continue to use data analysis to inform and improve task force responses
 - C. Foster community partnerships through systematic public outreach
 - D. Systematically offer in-service training to first responders
 - E. Replicate the human trafficking task force program in other divisions within the agency/with other agencies, if applicable
 - F. Dedicate personnel to combat human trafficking
 - G. Continue to share case information/leads/updates with relevant agencies
 - H. Continue to measure success according to project or other guidelines
 - I. Unknown at this time
 - J. Other
 - K. If Other, explain

APPENDIX A

These race/ethnicity definitions are based on the official definitions used by the U.S. Census. More information can be found at <http://www.census.gov/prod/cen2010/briefs/c2010br-02.pdf>.

American Indian or Alaska Native

Refers to a person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. This category includes people who indicated their race(s) as American Indian or Alaska Native or reported their enrolled or principal tribe, such as Navajo, Blackfeet, Inupiat, Yup'ik, or Central American Indian groups or South American Indian groups.

Asian

Refers to a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes people who indicated their race(s) as Asian or reported entries such as Asian Indian, Chinese, Filipino, Korean, Japanese, Vietnamese, and Other Asian or provided other detailed Asian responses.

Black or African American

Refers to a person having origins in any of the black racial groups of Africa. It includes people who indicated their race(s) as black, African American, or Negro or reported entries such as Kenyan, Nigerian, or Haitian.

Hispanic or Latino

Refers to an individual who self-reports in one of the specific Spanish, Hispanic, or Latino categories: Mexican, Puerto Rican, Cuban, or another Hispanic, Latino, or Spanish origin. This also includes people who indicate that they are another Hispanic, Latino, or Spanish origin are those whose origins are from Spain, the Spanish-speaking countries of Central or South America, or the Dominican Republic. The terms Hispanic, Latino, and Spanish are used interchangeably.

Multiple Races

Refers to a person who may self-identify in more than one race or ethnicity category.

Native Hawaiian or Other Pacific Islander

Refers to a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who indicated their race(s) as Pacific Islander or reported entries such as Native Hawaiian, Guamanian or Chamorro, Samoan, and Other Pacific Islander or provided other detailed Pacific Islander responses.

White Non-Latino or Caucasian

Refers to a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicated their race(s) as white or reported entries such as Irish, German, Italian, Lebanese, Arab, Moroccan, or Caucasian.

APPENDIX B

The definitions below are based on federal legislation (unless otherwise noted), which provides guidance to states by identifying a minimum set of acts or behaviors to define crimes. OVC understands that state statutes may vary. Please interpret your state code within the definitions provided to report requested data.

Examples of specific crimes are provided for each category.¹ In these cases, the victimization category should be reported, not the specific crime type. For example, if an adult was the victim of battery under state law, this would be reported as Adult Physical Assault, not as Other: Battery.

VICTIMIZATION TYPES:

Adult Physical Assault (Includes Aggravated and Simple Assault)

Simple Assault: Assaults and attempted assaults where no weapon was used, or no serious or aggravated injury resulted to the victim. Intimidation, coercion, and hazing are included.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Adult Physical Assault—Aggravated Assault: An unlawful attack by one person upon another, inflicting severe or aggravated bodily injury. This type of assault usually is accompanied with the use of a weapon or by means likely to produce death or great bodily harm.

The following are examples of specific crimes and should be reported as **adult physical assault** (either simple assault or aggravated assault):

- Affray
- Aggravated assault
- Aggravated battery
- Attempted homicide
- Attempted murder
- Battery
- Brandishing a weapon
- Gun violence
- Simple assault
- Strangulation
- Threat with a weapon

Adult Sexual Assault

Includes a wide range of victimizations/crimes that include attacks or attempted attacks generally involving unwanted sexual contact between victim and offender. Sexual assaults may or may not involve force and include such things as grabbing, fondling, and verbal threats. Also included is rape, which is defined as penetration of any kind, of the vagina or anus with any body part or object, or oral penetration of a sex organ by another person, without the consent of the victim; may also include penetration of the mouth by a sex organ by another person.

The following are examples of specific crimes and should be reported as **adult sexual assault**:

- Attempted rape
- Attempted sexual assault
- Fondling
- Forcible sex offense
- Incest
- Indecent liberties
- Indecent exposure

¹ OVC acknowledges the work of the Center for Victim Research in identifying these specific crimes, behaviors, and activities and aligning them to appropriate victimization types listed in the Performance Measurement Tool. Visit their website for more information: <https://victimresearch.org/>

- Non-forcible sex offense
- Rape
- Rape by instrument
- Sexual assault/misconduct
- Sexual assault with an object
- Sodomy

Adult Sexually Abused/Assaulted as Children

Adult survivors of sexual abuse and/or assault, which was suffered while they were children. For examples of sexual abuse/assault that may have been experienced, see Child Pornography and Child Sexual Abuse/Assault.

Arson

Any willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, personal property of another, among others.

Bullying (Verbal, Cyber, or Physical)

Repeated, negative acts committed by one or more children against another child. These negative acts may be physical or verbal in nature—for example, hitting or kicking, teasing, or taunting—or they may involve indirect actions such as manipulating friendships or purposely excluding other children from activities. Implicit in this definition is an imbalance in real or perceived power between the bully and victim. Similar conduct conducted by an adult against another adult would likely be considered Stalking/Harassment.

The following are examples of specific activities/behaviors and should be reported as Bullying:

- Bullying through emails
- Creating fake profiles
- Hitting or kicking
- Posting embarrassing pictures/videos online through social media
- Spreading rumors
- Teasing or taunting

Burglary

The unlawful entry of a structure to commit a felony or theft. The Federal Bureau of Investigation's Uniform Crime Reporting (UCR) program includes three subclassifications: forcible entry, unlawful entry where no force is used, and attempted forcible entry. The UCR definition of structure includes apartment, barn, house trailer, or houseboat when used as a permanent dwelling, office, railroad car (but not automobile), stable, and vessel (i.e., ship).

The following are examples of specific crimes and should be reported as Burglary:

- Aggravated burglary
- Attempted forcible entry
- Breaking and entering
- Forcible entry
- Nonforcible entry
- Unlawful entry

Child Physical Abuse or Neglect

Physical abuse that is nonaccidental physical injury (ranging from minor bruises to severe fractures or death) because of punching, beating, kicking, biting, shaking, throwing, stabbing, choking, hitting (with a hand, stick, strap, or other object), burning, or otherwise harming a child, that is inflicted by a parent, caregiver, or other person. Such injury is considered abuse regardless of whether the caregiver intended to hurt the child. Physical discipline, such as spanking or paddling, is not considered abuse as long as it is reasonable and causes no bodily injury to the child.

The following are examples of specific crimes should be reported as Child Physical Abuse or Neglect:

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- Abandonment
- Child neglect
- Endangering the welfare of a child
- Exposure to drugs/alcohol
- Nonviolent child abuse
- Nonviolent child cruelty
- Violent child abuse
- Violent child cruelty

Child Pornography

Any visual depiction of sexually explicit conduct, including any photograph, film, video, picture, drawing, or computer-generated image or picture, which is produced by electronic, mechanical, or other means, where:

1. Its production involved the use of a minor engaging in sexually explicit conduct;
2. Such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct;
3. Such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct; or
4. It is advertised, distributed, promoted, or presented in such a manner as to convey the impression that it is a visual depiction of a minor engaging in sexually explicit conduct.

The following are examples of specific crimes and should be reported as Child Pornography:

- Child pornography
- Production of child pornography
- Possession, distribution, and receipt of child pornography
- Sexual exploitation of a child

Child Sexual Abuse/Assault

This may include activities such as fondling a child's genitals, penetration, incest, rape, sodomy, indecent exposure, and exploitation through prostitution by a parent, caregiver, or other person. This definition includes teen sexual assault.

The following are examples of specific crimes and should be reported as Child Sexual Abuse/Assault:

- Child exploitation through prostitution
- Teen sexual assault
- Child molesting
- Statutory rape
- Rape of a child

Domestic and/or Family Violence

A crime in which there is a past or present familial, household, or other intimate relationship between the victim and the offender, including spouses, ex-spouses, boyfriends and girlfriends, ex-boyfriends and ex-girlfriends, and any family members or persons residing in the same household as the victim. Involves a pattern of abusive behavior in any relationship that is used by one to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

The following are examples of some behaviors and activities that may indicate a victimization of Domestic and/or Family Violence, if the perpetrator was related to the victim as described above:

- Blame
- Frighten
- Humiliate
- Hurt/injure
- Intimidation
- Isolate
- Manipulate
- Terrorize

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DUI/DWI Incidents

Driving under the influence (DUI) or driving while impaired (DWI) includes driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming alcoholic beverages or using drugs or narcotics.

The following are examples of specific crimes and should be reported as DUI/DWI Incidents:

- DUI/DWI hit and run
- DUI/DWI motor vehicle crash
- DUI/DWI resulting in death

Elder Abuse or Neglect (Physical or Emotional)

Also known as elder mistreatment, generally refers to any knowing, intentional, or negligent act by a family member, caregiver, or other person in a trusting relationship that causes harm or creates a serious risk of harm to an older person. Elder abuse may include abuse that is physical, emotional/psychological (including threats), or sexual; neglect (including abandonment); and financial exploitation. This is a general definition; state definitions of elder abuse vary. Some definitions may also include fraud, scams, or financial crimes targeted at older people.

Gang Violence

Violence and crime perpetuated by a gang. A gang is defined as:

1. An association of three or more individuals;
2. Whose members collectively identify themselves by adopting a group identity, which they use to create an atmosphere of fear or intimidation, frequently by employing one or more of the following: a common name, slogan, identifying sign, symbol, tattoo or other physical marking, style or color of clothing, hairstyle, hand sign, or graffiti;
3. The association's purpose, in part, is to engage in criminal activity and the association uses violence or intimidation to further its criminal objectives.

Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other

A criminal offense against a person or property motivated in whole or in part by an offender's bias against a race, religion, disability, ethnic origin, or sexual orientation.

Identity Theft/Fraud/Financial Crime

Identity theft occurs when someone wrongfully obtains another's personal information without their knowledge to commit theft or fraud. Fraud and financial crimes include illegal acts characterized by deceit, concealment, or violation of trust and that are not dependent upon the application or threat of physical force or violence. Individuals and organizations commit these acts to obtain money, property, or services; to avoid the payment or loss of money or services; or to secure personal or business advantage.

The following are examples of specific crimes and should be reported as Identity Theft/Fraud/Financial Crime:

- ATM fraud
- Bad checks
- Bribery
- Checks, insufficient funds
- Confidence game
- Contract fraud
- Conversion
- Counterfeiting
- Credit card fraud
- Embezzlement
- Extortion
- False pretense
- False report
- Forgery
- Fraud
- Fraudulent checks

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- Hacking/computer invasion
- Home improvement fraud
- Impersonation
- Insurance fraud
- Identify theft
- Mail fraud
- Misappropriation
- Procurement fraud
- Swindle
- Telephone fraud
- Uttering
- Welfare fraud
- Wire fraud

Kidnapping (Noncustodial)

Occurs when someone unlawfully seizes, confines, inveigles, decoys, abducts, or carries away and holds for ransom or reward, by any person, except in the case of a minor by the parent thereof.

The following are examples of specific crimes and should be reported as Kidnapping (Noncustodial) if perpetrated by someone other than a parent or guardian:

- Abduction
- Forcible detention
- Hostage-taking
- Kidnapping
- Unlawful detention
- Unlawful restraint

Kidnapping (Custodial)

Occurs when one parent or guardian deprives another of his or her legal right to custody or visitation of a minor by unlawfully taking the child. The definition and penalties of custodial kidnapping vary by state. In some states, kidnapping occurs only if a child is taken outside of the state and/or if an existing custody order is intentionally violated.

The following are examples of specific crimes and should be reported as Kidnapping (Custodial) if perpetrated by a parent or guardian:

- Abduction
- Forcible detention
- Parental kidnapping
- Unlawful detention
- Hostage-taking
- Unlawful restraint

Mass Violence (Domestic/International)

An intentional violent criminal act that results in physical, emotional, or psychological injury to a sufficiently large number of people to significantly increase the burden of victim assistance and compensation for the responding jurisdiction.

Other Vehicular Victimization

May include hit and run crimes, and other vehicular assault. Do not report victimizations resulting from DUI—those should be reported as DUI/DWI.

The following are examples of specific crimes and should be reported as Other Vehicular Victimization:

- Hit and run
- Reckless driving
- Motor vehicle crash
- Vehicular assault

Robbery

Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear, including carjacking.

The following are examples of specific crimes and should be reported as Robbery:

- Armed robbery
- Robbery
- Attempted robbery
- Strong-arm robbery
- Carjacking

Stalking/Harassment

Individuals are classified as victims of stalking or harassment if they experienced at least one of the behaviors listed below on at least two separate occasions. In addition, the individuals must have feared for their safety or that of a family member as a result of the course of conduct or have experienced additional threatening behaviors that would cause a reasonable person to feel fear.

Stalking behaviors include: making unwanted phone calls; sending unsolicited or unwanted letters or emails; following or spying on the victim; showing up at places without a legitimate reason; waiting at places for the victim; leaving unwanted items, presents, or flowers; and posting information or spreading rumors about the victim on the Internet/social media, in a public place, or by word of mouth.

The following are examples of specific crimes/activities/behaviors and should be reported as Stalking/Harassment:

- Harassment
- Harassing phone calls
- Intimidation
- Menacing
- Stalking
- Terroristic threats
- Threatening behavior
- Threatening conduct
- Threatening gesture
- Threatening telephone call
- Threatening words or statements

Teen Dating Victimization

The occurrence of physical, sexual, psychological, or emotional violence within a teen dating relationship, including stalking. It can occur in person or electronically and might occur between a current or former dating partner.

The following are examples of specific crimes/activities/behaviors and should be reported as Teen Dating Victimization:

- Emotional violence
- Physical violence
- Psychological violence
- Sexual violence
- Stalking

Terrorism (Domestic/International)

Terrorism—Domestic: The term terrorism means an activity that:

1. Involves a violent act or an act dangerous to human life that is a violation of the criminal laws of the United States or of any state, or that would be a criminal violation if committed within the jurisdiction of the United States or any state, and
2. Appears to be intended to:
 - a. Intimidate or coerce a civilian population
 - a. Influence the policy of a government by intimidation or coercion
 - b. Affect the conduct of a government by assassination or kidnapping (18 U.S.C. 3077).

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Terrorism—International: The Antiterrorism and Emergency Reserve Fund Guidelines for Terrorism and Mass Violence Crimes refers to the term terrorism, when occurring outside of the United States, as international terrorism to mean an activity that:

1. Involves a violent act or an act dangerous to human life that is a violation of the criminal laws of the United States of any state or that would be a criminal violation if committed within the jurisdiction of the United States or of any state,
2. Appears to be intended to:
 - a. Intimidate or coerce a civilian population
 - b. Influence the policy of a government by intimidation or coercion
 - c. Affect the conduct of a government by assassination or kidnapping, and
3. Occurs primarily outside the territorial jurisdiction of the United States or transcend national boundaries in terms of the means by which it is accomplished, the persons they appear intended to intimidate or coerce, or the locale in which their perpetrators operate or seek asylum (18 U.S.C. 2331).

Other

If none of the above victimization types apply, select Other.

The following are examples of specific crimes and should be reported as **Other**:

- False imprisonment
- Property crimes/destruction of property
 - Damage to property
 - Vandalism
- Theft
- Violation of a court order, such as a temporary restraining order
 - Order of protection
 - Harassment restraining order
 - Final restraining order