

Victim Rights Prosecutor-2022

Facesheet

FOR OFFICE USE ONLY:	Version # _____	APP # _____
----------------------	-----------------	-------------

1. Demographic Information

- a. Demographic Information Name Mecosta County of Prosecutor
- b. Organizational Unit
- c. Address 400 Elm St.
- d. Address 2 #206
- e. City Big Rapids State MI Zip 49307-1816
- f. Federal ID Number 38-6005901 Reference No. 046679351
- g. Demographic Information fiscal year (beginning month and day) -
- h. Agency Type
- ☐ Private, Non-Profit ☒ Public
- i. Select the appropriate radio button to indicate the agency method of accounting.
- ☒ Accrual
- ☐ Cash
- ☐ Modified Accrual

2. Program / Service Information

- a. Program / Service Information Name Victim Rights Prosecutor-2022
- b. Is implementing agency same as Demographic Information ☒ Yes ☐ No
- c. Implementing Agency Name
- d. Project Start Date Oct-01-2021 End Date Sep-30-2022
- e. Amount of Funds Allocated \$73,898.00 Project Cost \$73,898.00

RECEIVED
JUL 12 2021
BOARD OF
COMMISSIONERS

FOR OFFICE USE ONLY: Version # _____

APP # _____

3. Certification / Contacts Information

a. Authorized Official

Name Brian Thiede
Title Prosecuting Attorney
Mailing Address Mecosta County Prosecutor
City Big Rapids State MI Zip 49307
Telephone (231) 592-0141 Fax (231) 796-3050
E-mail Address bthiede@mecostacounty.org

b. Financial Officer

Name Amy Cole
Title Advocate
Mailing Address 400 Elm Street
City Big Rapids State MI Zip 49307
Telephone (231) 592-0183 Fax (231) 796-3050
E-mail Address acole@mecostacounty.org

c. Project Director

Name Nicole Marshall
Title Advocate
Mailing Address 400 Elm St.
City Big Rapids State MI Zip 49307
Telephone (231) 592-0141 - 2315920141 Fax
E-mail Address nmarshall@mecostacounty.org

Certifications

FOR OFFICE USE ONLY:

Version # _____

APP # _____

4. Assurances and Certifications

A. SPECIAL CERTIFICATIONS

- a. ☒ By checking this box, the individual or officer certifies that the individual or officer is authorized to approve this grant application for submission to the Department of Health and Human Services on behalf of the responsible governing board, official or Grantee.
- b. ☒ By checking this box, the individual or officer certifies that the individual or officer is authorized to sign the agreement on behalf of the responsible governing board, official or Grantee.

B. State of Michigan Information Technology Information Security Policy

- 1. By checking the following boxes, the Grantee acknowledges compliance with State of Michigan Information Technology Information Security Policy* and provides the following assurances:
 - a. ☒ The Grantee Project Director will be notified within 24 hours when its users are terminated or transferred or immediately if after an unfriendly separation.
 - b. ☒ The Grantee Project Director will annually review and certify user accounts to verify the user's access is still required and the user is assigned the appropriate permissions.
 - c. ☒ The Grantee Project Director will remove user's access within 48 hours of notification when users are terminated or transferred, or immediately if after an unfriendly separation.
 - d. ☒ After 120 days of inactivity, when the user attempts to log into their account they will receive a message stating their account has been deactivated, and the user will have to request the account be reinstated.

*Policy available at https://www.michigan.gov/documents/dmb/1340_193162_7.pdf

Narrative

FOR OFFICE USE ONLY:

Version # _____

APP # _____

5. Program Synopsis

Mecosta County has two half-time victim advocates. One is assigned to felonies and one is assigned to misdemeanors and juvenile delinquent crimes. We call it half time because the victim advocate assigned is also a Senior Legal Assistant. Each victim case has both a Prosecutor and a Crime Victim's Advocate assigned and, in some large cases, an additional Senior Legal Assistant. In this fashion, the case is fully known by the prosecutor and the senior legal assistant the victim then benefits from the services of a, knowledgeable and well informed crime victim's advocate/senior legal assistant, from beginning to end of the legal process. The advocate/assistant generates the warrant and adds the victim information, receives all notices and correspondence, generates letters, answers questions by telephone and email, meets with the victim and prepares them for testimony. We also attend court with the victim. Assists victims in completing impact statements, compensation applications, Personal Protection Order forms and provides victims with other service agency information and resources.

6. Program Target Area

Counties

Counties project will serve (check all that apply):

- | | | |
|---|---------------------------------------|---|
| <input type="checkbox"/> Alcona | <input type="checkbox"/> Alger | <input type="checkbox"/> Allegan |
| <input type="checkbox"/> Alpena | <input type="checkbox"/> Antrim | <input type="checkbox"/> Arenac |
| <input type="checkbox"/> Baraga | <input type="checkbox"/> Barry | <input type="checkbox"/> Bay |
| <input type="checkbox"/> Benzie | <input type="checkbox"/> Berrien | <input type="checkbox"/> Branch |
| <input type="checkbox"/> Calhoun | <input type="checkbox"/> Cass | <input type="checkbox"/> Charlevoix |
| <input type="checkbox"/> Cheboygan | <input type="checkbox"/> Chippewa | <input type="checkbox"/> Clare |
| <input type="checkbox"/> Clinton | <input type="checkbox"/> Crawford | <input type="checkbox"/> Delta |
| <input type="checkbox"/> Dickinson | <input type="checkbox"/> Eaton | <input type="checkbox"/> Emmet |
| <input type="checkbox"/> Genesee | <input type="checkbox"/> Gladwin | <input type="checkbox"/> Gogebic |
| <input type="checkbox"/> Grand Traverse | <input type="checkbox"/> Gratiot | <input type="checkbox"/> Hillsdale |
| <input type="checkbox"/> Houghton | <input type="checkbox"/> Huron | <input type="checkbox"/> Ingham |
| <input type="checkbox"/> Ionia | <input type="checkbox"/> Iosco | <input type="checkbox"/> Iron |
| <input type="checkbox"/> Isabella | <input type="checkbox"/> Jackson | <input type="checkbox"/> Kalamazoo |
| <input type="checkbox"/> Kalkaska | <input type="checkbox"/> Kent | <input type="checkbox"/> Keweenaw |
| <input type="checkbox"/> Lake | <input type="checkbox"/> Lapeer | <input type="checkbox"/> Leelanau |
| <input type="checkbox"/> Lenawee | <input type="checkbox"/> Livingston | <input type="checkbox"/> Luce |
| <input type="checkbox"/> Mackinac | <input type="checkbox"/> Macomb | <input type="checkbox"/> Manistee |
| <input type="checkbox"/> Marquette | <input type="checkbox"/> Mason | <input checked="" type="checkbox"/> Mecosta |
| <input type="checkbox"/> Menominee | <input type="checkbox"/> Midland | <input type="checkbox"/> Missaukee |
| <input type="checkbox"/> Monroe | <input type="checkbox"/> Montcalm | <input type="checkbox"/> Montmorency |
| <input type="checkbox"/> Muskegon | <input type="checkbox"/> Newaygo | <input type="checkbox"/> Oakland |
| <input type="checkbox"/> Oceana | <input type="checkbox"/> Ogemaw | <input type="checkbox"/> Ontonagon |
| <input type="checkbox"/> Osceola | <input type="checkbox"/> Oscoda | <input type="checkbox"/> Otsego |
| <input type="checkbox"/> Ottawa | <input type="checkbox"/> Presque Isle | <input type="checkbox"/> Roscommon |

- | | | |
|----------------------------------|--------------------------------------|-------------------------------------|
| <input type="checkbox"/> Saginaw | <input type="checkbox"/> St. Clair | <input type="checkbox"/> St. Joseph |
| <input type="checkbox"/> Sanilac | <input type="checkbox"/> Schoolcraft | <input type="checkbox"/> Shiawassee |
| <input type="checkbox"/> Tuscola | <input type="checkbox"/> Van Buren | <input type="checkbox"/> Washtenaw |
| <input type="checkbox"/> Wayne | <input type="checkbox"/> Wexford | <input type="checkbox"/> Out Wayne |

U.S. Congressional, State and House Districts

U.S. Congressional Districts

☒ US Congress District 4

State Senate District

☒ State Senate District 33

State House Districts

☒ State House District 102

7. Mission Statement

The Mecosta County Prosecuting Attorney's Office strives to achieve justice while guiding our victims through a difficult, confusing and sometimes lengthy legal process.

8. Project Resources

Provide a general description of staff needed to implement Victims Rights in your county. Identify the most critical activities that you perform when providing victim rights.

Mecosta County has two half-time victim advocates. One is assigned to felonies the other is assigned to misdemeanors as well as juvenile cases. We call it half time because the victim advocate assigned is also a Senior Legal Assistant. Each victim case has a Prosecutor and a Crime Victim's Advocate assigned, in larger cases an additional Senior Legal Assistant is also assigned. In this fashion, the case is fully known by the prosecutor and the senior legal assistant. The victim benefits from the services of a knowledgeable crime victim's advocate/senior legal assistant. The advocate/assistant generates the complaint and adds the victim information, receives notices and correspondence while also doing the advocate duties such as; generating letters, victim contact and meeting, preparing the victim for and attending court. Assists victims in completing impact statements, compensation applications, Personal Protection Order forms and provides victims with other service agency information and resources.

If you utilize the services of volunteers in the provision of Victim Rights, please explain how this is accomplished.

We do not utilize volunteers.

9. Michigan Victim Information and Notification Everyday (MI-VINE)

Does your agency participate in MI-VINE?

☒ Yes ☐ No

Provide the number of victims registered to use MI-VINE in your county for court events during the past calendar year.

81

To obtain statistics for number of Victims Registered with MI-VINE visit the website <https://www.vinewatch.com/vinewatch/>

Please describe your programs efforts to utilize MI-VINE.

We provide the Vinelink phone number in our initial victim letter. This gives the victim the freedom to choose whether they would like to participate. The MCVNN posters are hung along the walls visible to the public. There is a literature section right outside our reception window. These are take home materials also available to any of the public in the building as well as distribution to our victims. Our office has shared these pamphlets with law enforcement to distribute to victims while on scene of an incident. Victim advocates are provided with "victim phones" as well as "victim laptops" allowing us the capability to enter a victims' information after hours or on the weekend.

10. Community Coordination

1. Community Coordination Activity 1 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

Take back the Night and WISE Dinner Theatre fundraisers are both coordinated with the WISE staff in our community. We also coordinate with WISE during Sexual Assault awareness month with activities and tables set up within the community.

Child abuse awareness month. We will coordinate with our children's council and the YAC office.

Active when possible with Children's Council.

Attends the MDT with the Department of Health and Human Services, Community Mental Health and law enforcement.

Attend the Child Advocacy Center meetings.

We attend the DVRT meetings.

Participate in Crime Victim Rights Week

Yearly meeting with school personnel, Community Mental Health, liason officers and Probate Court to discuss juvenile victims, court orders, offenders within districts and when to call in law enforcement.

This year has brought and continues to bring many challenges due to COVID-19. Many things have been cancelled, postponed or scheduled via video.

2. Community Coordination Activity 2 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

Domestic Violence Task Force
MDT meetings
CAC meetings
Crime Victim's Week

3. Community Coordination Activity 3 - Describe any community activities, projects, or coordination councils that your office is involved in to promote Victim Rights and services.

See previous

Work Plan

FOR OFFICE USE ONLY:

Version # _____

APP # _____

11. Work Plan

- Objective :** Implement the requirements of the William Van Regenmorter, Crime Victim Rights Act P.A. 87 of 1985
- Activity :** Provide specific information to each victim as mandated in MCL 780.756
- Responsible Staff :** Victim Rights Unit
- Date Range :** 10/01/2021 - 09/30/2022
- Expected Outcome :** One hundred percent of victims will receive information under this section within seven days of the defendant's arraignment.
- Measurement :** Adult Case Tracking/Juvenile Case Tracking
-
- Objective :** Implement the requirements of the William Van Regenmorter, Crime Victim Rights Act, P.A. 87 of 1985
- Activity :** Provide specific information to each victim as mandated in MCL 780.786
- Responsible Staff :** Victim Rights Unit
- Date Range :** 10/01/2021 - 09/30/2022
- Expected Outcome :** 100% of crime victims will receive information under this section within 72 hours after filing a juvenile petition
- Measurement :** Adult Case and Juvenile Case Tracking programs.
-
- Objective :** Implement the requirements of the William Van Regenmorter, Crime Victim Rights Act P.A. 87 of 1985
- Activity :** Provide specific information to each victim as mandated in MCL 780.816
- Responsible Staff :** Victim Rights Unit
- Date Range :** 10/01/2021 - 09/30/2022
- Expected Outcome :** 100% of victims will receive information under this section within 48 hours after arraignment/plea
- Measurement :** Adult and Juvenile Case Tracking programs.
-
- Objective :** Provide notices to crime victims as defined in the William VanRegenmorter Crime Victim Rights Act of 1985
- Activity :** Inform the victim of the defendant's conviction and the victim's right to make a written or oral Victim Impact Statement pursuant to 780.763, 780.765, 780.792, 780.823, 780.825
- Responsible Staff :** Victim Rights Unit
- Date Range :** 10/01/2021 - 09/30/2022
- Expected Outcome :** 100% of requesting victims will receive notice of this right
- Measurement :** Adult Case Tracking/Juvenile Case Tracking
-
- Objective :** Provide notices to crime victims as defined in the William VanRegenmorter Crime Victim Rights Act of 1985
- Activity :** Provide the victim with an applicable post-conviction notice form pursuant to MCL 780.763a(1), 780.791a, 780.828a
- Responsible Staff :** Victim Rights Unit
- Date Range :** 10/01/2021 - 09/30/2022
- Expected Outcome :** 100% of requesting victims will receive this information
- Measurement :** Adult Case Tracking/Juvenile Case Tracking
-
- Objective :** Provide notices to crime victims as defined in the William VanRegenmorter Crime Victim Rights Act of 1985
- Activity :** Inform the victim of their right to receive notice of appeal pursuant to MCL 780.768a
- Responsible Staff :** Victim Rights Unit
- Date Range :** 10/01/2021 - 09/30/2022

Expected Outcome :	100% of requesting victims will receive notice of their right to be informed of an appeal pursuant to MCL 780.768a
Measurement :	Adult Case Tracking/Juvenile Case Tracking
Objective :	Advocate will provide victim advocacy services from a systems-based perspective
Activity :	Victim advocate(s) will provide courtroom accompaniment when requested by the victim
Responsible Staff :	Victim Rights Unit
Date Range :	10/01/2021 - 09/30/2022
Expected Outcome :	100% of victims requesting courtroom accompaniment will receive this advocacy service
Measurement :	Spreadsheet or comparable system
Objective :	Victim Advocates will obtain continuing education hours to increase individual expertise in the field of victim advocacy
Activity :	Attend Division of Victim Services sponsored conferences
Responsible Staff :	Fully-Funded advocates in the Victim Rights Unit
Date Range :	10/01/2021 - 09/30/2022
Expected Outcome :	100% of fully-funded staff under this grant agreement will have achieved sixteen continuing education hours by the end of the grant year
Measurement :	Training log or Certificate of Attendance
Objective :	Grantee will comply with the reporting requirements of the grant agreement
Activity :	Ensure all quarterly reports are complete and submitted in a timely manner
Responsible Staff :	CVRP Project Director
Date Range :	10/01/2021 - 09/30/2022
Expected Outcome :	Quarterly grant reports will be submitted prior to the deadline
Measurement :	Electronic Grants Administration & Management System (EGrAMS)

Budget Detail for Victim Rights Prosecutor-2022
 Agency: Mecosta County of Prosecutor
 Application: Victim Rights Prosecutor-2022

Budget

FOR OFFICE USE ONLY:							Version # _____	APP # _____
Line Item			Qty	Rate	Units	UOM	Total	Amount
DIRECT EXPENSES								
Program Expenses								
1	Salary & Wages							
	Advocate		0.5000	47073.000	0.000		23,537.00	23,537.00
	Advocate		0.5000	47073.000	0.000		23,537.00	23,537.00
Total for Salary & Wages							47,074.00	47,074.00
2	Fringe Benefits							
	Hospitalization		0.0000	50.000	18600.000		9,300.00	9,300.00
	Dental Insurance		0.0000	50.000	1266.480		633.00	633.00
	FICA		0.0000	7.650	47074.000		3,601.00	3,601.00
	Retirement		0.0000	100.000	4237.000		4,237.00	4,237.00
	Longevity		0.0000	100.000	720.000		720.00	720.00
Total for Fringe Benefits							18,491.00	18,491.00
3	Travel							
	Mileage-.55 per mile		0.0000	0.000	0.000		440.00	440.00
	Per Diem-Meals if not provided at conference		0.0000	0.000	0.000		80.00	80.00
	Lodging		0.0000	0.000	0.000		130.00	130.00
Total for Travel							650.00	650.00

Budget Detail for Victim Rights Prosecutor-2022
 Agency: Mecosta County of Prosecutor
 Application: Victim Rights Prosecutor-2022

7/12/2021

Line Item	Qty	Rate	Units	UOM	Total	Amount
4 Supplies & Materials						
Postage	0.0000	0.000	0.000		1,350.00	1,350.00
Office Supplies	0.0000	0.000	0.000		2,334.00	2,334.00
Total for Supplies & Materials					3,684.00	3,684.00
5 Contractual						
6 Subawards – Subrecipient Services						
7 Equipment						
8 Other Expense						
Direct Victim Needs	0.0000	0.000	0.000		3,519.00	3,519.00
Communication Costs	0.0000	0.000	0.000		480.00	480.00
Total for Other Expense					3,999.00	3,999.00
Total Program Expenses					73,898.00	73,898.00
TOTAL DIRECT EXPENSES					73,898.00	73,898.00
INDIRECT EXPENSES						
Indirect Costs						
1 Indirect Costs						
2 Cost Allocation Plan						
Total Indirect Costs					0.00	0.00
TOTAL INDIRECT EXPENSES					0.00	0.00
TOTAL EXPENDITURES					73,898.00	73,898.00

Budget Summary for Victim Rights Prosecutor-2022
 Agency: Mecosta County of Prosecutor
 Application: Victim Rights Prosecutor-2022

7/12/2021

Category	Total	Amount	Narrative
DIRECT EXPENSES			
Program Expenses			
1 Salary & Wages	47,074.00	47,074.00	
2 Fringe Benefits	18,491.00	18,491.00	
3 Travel	650.00	650.00	
4 Supplies & Materials	3,684.00	3,684.00	
5 Contractual	0.00	0.00	
6 Subawards – Subrecipient Services	0.00	0.00	
7 Equipment	0.00	0.00	
8 Other Expense	3,999.00	3,999.00	
Total Program Expenses	73,898.00	73,898.00	
TOTAL DIRECT EXPENSES	73,898.00	73,898.00	
INDIRECT EXPENSES			
Indirect Costs			
1 Indirect Costs	0.00	0.00	
2 Cost Allocation Plan	0.00	0.00	
Total Indirect Costs	0.00	0.00	
TOTAL INDIRECT EXPENSES	0.00	0.00	
TOTAL EXPENDITURES	73,898.00	73,898.00	

Source of Funds

Budget Summary for Victim Rights Prosecutor-2022
 Agency: Mecosta County of Prosecutor
 Application: Victim Rights Prosecutor-2022

7/12/2021

Category	Total	Amount	Cash	Inkind	Narrative
1 Source of Funds					
Fees and Collections	0.00	0.00	0.00	0.00	
State Agreement	73,898.00	73,898.00	0.00	0.00	
Local	0.00	0.00	0.00	0.00	
Federal	0.00	0.00	0.00	0.00	
Other	0.00	0.00	0.00	0.00	
Total Source of Funds	73,898.00	73,898.00	0.00	0.00	
Totals	73,898.00	73,898.00	0.00	0.00	

Miscellaneous

FOR OFFICE USE ONLY:	Version # _____	APP # _____
----------------------	-----------------	-------------

15. Supporting documentation, if required

Attachment Title	Attachment