## Consultant Network Application Training and Technical Assistance Expert Consultant

Thank you for your interest in enrolling as a consultant for the Office for Victims of Crime (OVC) and its Training and Technical Assistance Center (OVC TTAC,) which supports capacity-building needs of organizations serving victims of crime. The availability of a skilled, high-quality, and diverse Consultant Network is critical to OVC's success in managing training and technical assistance resources that support OVC programs, projects, and activities.

The Consultant Network provides OVC with a direct line of communication with training and technical assistance needs of service providers and allied professionals working with crime victims. Your participation is important to OVC, regardless of whether you have expertise in many areas or one specific specialty area. By working with OVC, you have the opportunity to make a positive impact on victims of crime on a national level.

Please complete the Consultant Network Application as accurately as possible, as this information will be used to match your skills and experience with specific requests for speaking, training, and technical assistance. While definitions and explanations about the different sections are provided for you, *The Guide to Completing the Consultant Network Application* is also available in Microsoft Word and PDF formats at <a href="https://www.ovcttac.gov/CNAGuide">www.ovcttac.gov/CNAGuide</a>.

If you need assistance completing this form or have specific questions, please contact OVC TTAC toll free at 1-866-OVC-TTAC (682-8822), selecting customer service option 2 for Consultant Network Application inquiries, or through our TTY at 1-866-682-8880.

#### REQUIRED DOCUMENTS CHECKLIST

Scan and E-mail:

In order for your application to be considered complete, you must e-mail the following, along with your application, to <a href="mailto:ttac@ovcttac.org">ttac@ovcttac.org</a>:

 , to <u>made of the original</u> .				
Training and Technical Ass	sistance Expert Consultant Application			
Resume / CV (required) File size must be 500KB or smaller. The file should be in one of these formats: Word (.doc), PDF (.pdf), Rich Text Format (.rtf), or plain text (.txt).				
Publications List, if any Please include your most current and/or most important publications.				
Photo (preferred but optional) The preferred formats for your picture are Jpeg (.jpg) or PNG (.png). The recommended minimum size for the file should be 140 x 160 pixels at 72 dpi.				
<b>Disclosure and Authorizati</b> You may send the Disclosure and A	on Form (required) Authorization form to OVC TTAC via one of the following methods:			
U.S. mail:	OVC TTAC 9300 Lee Highway Fairfax, VA 22031			
Fax:	703-225-2338			

**PLEASE NOTE:** If these items are not received within 2 weeks of submitting your Consultant Network Application, your application will be considered incomplete and removed from the system.

ttac@ovcttac.org

In order to be used as an OVC consultant, you must be a U.S. citizen or eligible to work in the United States. If you have any questions, please contact OVC TTAC at (866) 682-8822.					
Are you a U.S. citizen?	□ Yes	□ No	If NO, are you eligible to work in the U.S.?	□ Yes	□ No

#### A. CONTACT INFORMATION

A. CONTACT IN							
This section provide	des your contact information a	and prefere	ence	S.			
* Denotes a required fi	ield.						
Prefix (Mr., Ms., Dr.):	First Name:*	Last N	Name:*				Suffix (Jr., Sr., etc.)
SSN:* (Will remain confident	ial)	ľ	Title:				
			L				
Organization:							
Preferred Address:* (Federal	I Express and other couriers will not deliver to	o a P.O. Box add	dress.)				
Preferred Address 2:							
City:*			(	State / Territory:*	Zip Code:*	Country:*	
Business Phone:		Business E-ma	ail:				
U Di		U E asalt					
Home Phone:		Home E-mail:					
Cell Phone:			Fax:				
Preference for phone con	tact:		Prefe	erence for e-mail of	contact:		
□ Cell □ Ho	ome   Business			□ Home	□ Business		
Will you be speaking, tr	raining, or providing technical assist	ance indeper	ndentl	ly or on behalf o	f your agency?	-	
□ Individual / Inde	ependent	gency (If org:	anizat	tion, please list t	the Federal ID #):		
□ Both (Please lis	st your organization's Federal ID #):						
·			. مداده		- /	-tastinfor	
	nsultant, portions of the OVC or graphical sketch) may be mad						
Does OVC TTAC have	permission to give out your contact	t information	and bi	iographical sket	ch, if requested? *		
Note: Only your name	and your preferred address, phone,	, and e-mail v	vill be	provided.			
□ Yes, please sha	are my contact information for speak	king, training,	and/c	or TA purposes.			
□ No, please do n	not release my contact information w	vithout speak	ing to	me first.			

#### **B. APPLICANT INFORMATION**

B. ALL LIGARE IN ORMATION					
This section captures professional and de	mographic inform	mation.			
1. Language Proficiency					
Indicate what languages, if any, you can speak and	d your level of profic	iency.			
	Writing:	□ Proficient	□ Fluent	□ Native Flu	uency
	Speaking:	□ Proficient	□ Fluent	□ Native Flu	•
	Writing:	□ Proficient	□ Fluent	□ Native Flue	•
	Speaking:	□ Proficient	□ Fluent	□ Native Flu	uency
	Writing:	□ Proficient	□ Fluent	□ Native Flue	reuch
	Speaking:	□ Proficient	□ Fluent	□ Native Flue	uency
	Writing:	□ Proficient	□ Fluent	□ Native Flue	uency
	Speaking:	□ Proficient	□ Fluent	□ Native Flue	uency
Do you know how to sign? □ Yes □ No					
If yes, please specify the type(s) of sign language	you use:				
2. Employment					
I am currently employed by or affiliated with: (chec			_	<b>.</b>	
<ul><li>□ Nonprofit organization</li><li>□ School (Pre K-12)</li></ul>	□ Federal govern		□ For-pr □ Contr	rofit organization	İ
☐ School (College / University)	<ul><li>□ Local govern</li><li>□ State govern</li></ul>				endent consultant)
□ Federal law enforcement	□ Tribal govern			cal health / Menta	
□ State law enforcement	□ Military		□ Faith-	based organizat	ion
□ Local law enforcement	□ Legal <sup>*</sup>			grantee	
□ Courts	□ Retired (Spe	cify year):			
□ Other (please specify):					
3. Race / Ethnicity and Gender (Option	<u> </u>			10.1.1/0140	
This list below includes federal race and ethnic cla cooperation in providing this information is greatly					
Race / Ethnicity:			Pacific Islander		
□ Black or African-American (Not of Hispanic		□ Hispanic		e (Not of Hispan	nic origin)
□ If you identify as other, please specify self-i	· ,	Порато	□ <b>W</b> III0	o (Not of Friopari	no origin)
Gender:   Male   Female		co chooifu):			
4. Disability or Special Needs (Optiona	,	se specify)			
Do you have one of the following? (Check all that a					
□ Visual impairments □ Physical disabilities	,	onte - Montal ne	vehological and/or	norconality disa	rdore
· · · · · · · · · · · · · · · · · · ·	• .	•	ychological, and/or	personality diso	ideis
□ Other (Please specify):					
For all OVC coordinated trainings and conferences need while providing training and technical assista				what accommod	ations you will
□ Personal care attendant					
□ Wheelchair accessible (transportation, meetin	g space, lodging, et	с.) Тур	e of wheelchair	□ Manual	□ Electric
□ Sign language interpreter Specify	Type of Sign Langua	age:			
□ Accommodations for service animal					
□ Convert materials into sight-assistive technolo	av Specify ty	pe of technology pre	eferred:		
□ Specific dietary needs	J 1, 1, 1	,			
□ Other (Please explain):					
- Other (Liease explain).					

5. Technology Capability (Optional)	
Of the following technologies / software, please indicate those w	hich you can use:
□ Online learning □ Webinars □ Social media (Specify type	pe: e.g., Facebook, Twitter):
□ Other (Please specify):	
6. Victim of Crime (Optional)	
If you are a victim / survivor of crime, are you comfortable disclos	sing this information in a training or TA? □ Yes □ No
7. How did you hear about the OVC TTAC Consultinets (check all that apply)	tant Network?
□ OVC □ Conference / Training □ Current / Form	er OVC TTAC consultant (Who?):
□ Friend □ Colleague □ Social media □ OV	C Web site □ OVC TTAC Web site □ TTA requester
□ Other (Please specify):	
C. EDUCATION HISTORY (Required)	
This section documents your academic achievemen	ats, licenses and certifications, and formal training background.
Your response will not impact OVC TTAC's decision	n in the approval process.
1. Formal Education	
Please indicate the highest level of education received.	
□ High school diploma or GED □ Associate's degree	□ Partial / Not complete □ Degree pending
□ Bachelor's degree □ Master's degree □ J.D. □ Ph.D.	□ Completed / Degree received
□ Other (Please specify):	Concentration(s):
□ None	Date received / expected:
2. Licenses and Certifications	
Please list any <b>active</b> Certifications or Licenses received. This m certification.	nay include anything from a CPA or Forensic Examiner license to CPR
Title: Certifying/Accreditin	ng agency: Year:
Title: Certifying/Accreditin	ng agency: Year:
Title: Certifying/Accreditin	ng agency: Year:
Title: Certifying/Accrediting	ng agency: Year:
3. Professional Development Trainings	
Please list any trainings of note you have taken in the last <b>2 year</b> trainings, Webinars, or instructor-led trainings. Please include an	rs only. These trainings may include accredited or non-accredited online by adult learning or other educational theory trainings.
Title: Offered by:	Year:
	Year:

#### D. TECHNICAL SKILLS AND EXPERIENCE AREAS

(Required)

This section gathers information about your general experience in speaking and in delivering training and TA within certain substantive and functional skill areas. OVC and OVC TTAC may wish to use your expertise to assist with training and technical assistance. For instance, consultants could be asked to deliver a panel presentation; develop and deliver trainings; provide customized training and technical assistance; conduct in-depth technical assistance; or conduct peer reviews of publications, curricula, or grant applications.

Please note that OVC uses the following definitions for speaking engagements, training, and technical assistance:

- Speaking is the delivery of speeches or lectures with the intent of sharing particular subject matter expertise.
- **Training** is the planning, development, delivery and evaluation of activities designed to achieve specific learning objectives for individuals, groups, or organizations. The learning objectives may be achieved using a variety or combination of instructional strategies (e.g., lecture, group discussion, demonstration role play, and other methods of group and individual integration). Training may include such activities as onsite instruction, classroom training, distance learning, self-directed learning, and workshops.
- Technical Assistance (TA) is a process of providing targeted support or intervention in order to address a developmental need, resolve a problem, or create an innovative approach to an emerging complex issue. TA may be delivered in many different ways, such as one-on-one consultation or group facilitation, and to varying extent, based on the validated need, the scope of the [grant/]agreement, and the availability of [OJP] resources.

For each skill area below, indicate your experience with that type of work, if any, and provide the number of years of experience you have accumulated in the specific competency and the frequency with which you apply that expertise through your work.

**Please note:** Your attached resume or CV should verify all experience as noted below.

Technical Assistance Expertise     Technical Assistance Expertise includes specific tasks related to providing training and technical assistance.	Years of Experience Check only one	Frequency Check only one		
□ Analyzing training needs	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Analyzing training needs	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
□ Conducting product or peer reviews	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
Conducting product or peer reviews	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
□ Conducting research	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Conducting research	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
□ Delivering messages to media	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Delivering messages to media	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
□ Delivering presentations or lectures	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Delivering presentations of lectures	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
- Delivering trainings / conducting workshops	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Delivering trainings / conducting workshops	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
□ Delivering onsite / offsite consultation	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Delivering onsite / onsite consultation	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
- Delivering quetemized TA	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Delivering customized TA	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
- Developing evaluation tools	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Developing evaluation tools	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
□ Developing outreach and education materials or	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
products	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		
- Davidaning training and TA metarials	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly		
□ Developing training and TA materials	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly		

□ Develonin	g written training and TA	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ pevelobiní	g writterr training and TA	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Develonin	g skilled trainers / training the trainers	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
	g skilled trainers / training the trainers	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Develonin	g training curricula	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
	g training curricula	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Develonin	g resources for victim services	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Developini	g resources for victim services	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Designing	tailored TA response plans	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Designing	tailored 17 response plans	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Facilitating	group discussion	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
- r acilitating	g group discussion	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Managing	strategic planning	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ IviaHayiHy	strategic planning	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
- Montorina	neore	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Mentoring	peers	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
_ Double in a bis		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Participatii	ng in community planning	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
Dan della a		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Providing i	impact statements / first-hand testimony	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
D		☐ Less than 1 year ☐ 1-3 years	□ Daily □ Weekly □ Monthly
□ Providing v	victim services	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
\\/.:\t:	Alexander of deline and des	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ vvriting on	the topic of victim services	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
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□ Other	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
045	(0:	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Other	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
Oller	(0 : (1 )	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Other	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
2. Capacit	y Building		
Capacity Build	fing refers to professional development skills are a service provider's ability to support crime	Years of Experience Check only one	Frequency Check only one
victims.	ice a service provider s ability to support crime	Check only one	Check only one
F ( ·		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Enforcing	crime victims' rights	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
0.11		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Cultural competency		□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Ethics in v	ictim services	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Forensic e	examination or interviewing	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
□ Interviewir	ng special populations (children, older	□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
adults, imn		□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly
N4 (* - "		□ Less than 1 year □ 1-3 years	□ Daily □ Weekly □ Monthly
□ Motivation	al communication skills	□ 3-5 years □ 5-10 years □ 10+ years	□ Quarterly □ Yearly

- Organizati	onal change / transition management	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	onthly
□ Organizatio	onal change / transition management	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
- Profession	al certification	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ FIOIESSIOII	ai certification	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
□ Trauma inf	formed care	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Hauma mi	lorried care	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
- Composió	on fatigue / vicarious trauma / burnout	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Compassio	on laugue / vicanous trauma / bumout	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
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	(Specify).	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
□ Other	(Specify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	onthly
	(Specify).	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
- Othor	(Chaoify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Other	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
	n Development		
	elopment refers to improvements on a agency-wide, or community level to improve	Years of Experience Frequency Check only one Check only one	
services to crir		Check only one	
A Pt - C		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Accreditati	on	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
D I I.	.1	□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Board deve	eiopment	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
0 " ' '		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Collaborati	ion and coalition building	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
0 " 1		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Coordinate	ed community response	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
5 . "		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	onthly
□ Data collec	ction and analysis	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
<b>-</b>		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Fiscal man	nagement / funding strategies	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
0 1 1		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	onthly
□ Grants adr	ministration	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Needs ass	essment	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	onthly
□ Organizatio	onal analysis	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Organizatio	onal development	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Performan	ce measures	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	
		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	onthly
□ Program d	esign	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	•
		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Program e	valuation design	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	۱ -
Б.		□ Less than 1 year □ 1-3 years □ Daily □ Weekly □ Mo	nthly
□ Program s	ustainability	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	•

### Training and Technical Assistance Expert Consultant Application

□ Dlanning of	f state victim assistance academics	☐ Less than 1 year ☐ 1-3 years ☐ Daily ☐ Weekly	□ Monthly
	I state victim assistance academics	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Ctoff roorui	itment and retention	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
⊔ Stall lectul	unent and retention	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Voluntoor r	recruitment and retention	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
U Volunteen i	ecidilinent and retention	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Other	(Charify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
⊔ Other	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Other	(Charify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
Other (Specify):		□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Other	(Specify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
□ Other	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
	logy Development		
	evelopment refers to any skills in utilizing vative technology to enhance services to	Years of Experience Frequency Check only one Check only one	
crime victims.	valive technology to enhance services to	Officer of the office	<i>,</i>
□ Accessibilit	ty standards / compliance	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
☐ Accessibilit	ty standards / compliance	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Automated	Lyietim notification systems	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	$ \   \Box  Monthly$
□ Automated victim notification systems		□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Computer l	hardware and software	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
□ Computer i	naidware and Soliware	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Distance /	online learning	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
	online learning	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Noode ace	occment and planning	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
□ Neeus assi	essment and planning	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Telecommı	unication	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	$ \   \Box  Monthly$
	unication	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Using geog	graphic information system (GIS) to plan	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
victim servi	ces	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
— I Itilizina oo	oial madia	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
□ Utilizing so	iciai media	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- \Mah haaa	d vietim con icos	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
U Web-based	d victim services	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
- Moh sita di	ooign	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	$ \   \Box  Monthly$
□ Web site design		□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Other	(Specify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	$\square$ Monthly
	(Specify).	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Other	(Specify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	□ Monthly
	(Opeoliy).	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1
□ Other	(Specify):	□ Less than 1 year □ 1-3 years □ Daily □ Weekly	$ \   \Box  \text{Monthly}$
	(Specify):	□ 3-5 years □ 5-10 years □ 10+ years □ Quarterly □ Yearly	1

#### **E. SUBJECT MATTER EXPERTISE AREAS**

(Required)

This section gauges your expertise with specific crime victim issues, crime victim populations, and service provider settings. For each subsection below, provide your expertise working in/with the specific crime victimization areas and the extent of your experience working in each area.

Please limit your responses to your most extensive experience. You will only be able to check off **15 areas total** for all parts of this section.

Please note: Your attached resume or CV should verify all experience as noted below.

1. Allied Professionals / Provider Settings Allied Professionals / Provider Settings refers to professional arenas that you have experience working with, and have an expertise with the internal operations and bureaucratic operations.		Years	of Experier	nce	
□ Community-based / nonprofit organization	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Corrections	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Courts	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Crime victim compensation	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Faith-based institutions	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Federal justice system	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Juvenile justice system	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Law enforcement	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Media	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Medical / dental health care	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Mental health care	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Military	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Probation / parole	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Schools (K-12)	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ State agencies	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Substance abuse prevention and treatment center	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Tribal justice system	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ University / college campus	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Victim advocates	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other (Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other (Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other (Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years

2. Victim Populations Victim Populations refers to specific or diverse populations have experience and expertise working with. This is import because not all populations are affected by crime the sam to race/ethnicity, gender, age, etc.	ant to note Check only one
□ African-American	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ American Indian / Alaskan Native	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Asian / Pacific Islander	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Child	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Deaf / Hard of hearing	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Female	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Homeless	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Immigrant	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Juvenile / youth	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Latino	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Lesbian / gay / bisexual / transgender	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Male	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Middle Eastern	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Older adults	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Persons of faith	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Persons with disabilities	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Rural / frontier	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Urban	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ U.S. citizens abroad	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Other (Specify):	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Other (Specify):	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Other (Specify):	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
3. Crime Categories Crime Categories are defined as the types of crime experivictim.	nced by a Years of Experience Check only one
□ Assault (physical)	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Abduction / kidnapping	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Bullying	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Campus crime / school violence	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years
□ Child abuse	□ Less than 1 year □ 1-3 years □ 3-5 years □ 5-10 years □ 10+ years

□ Children exp	osed to violence	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Commercial	sexual exploitation of children	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Computer / I	nternet / cyber crime	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Dating violer	nce	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Domestic an	d family violence	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ DWI / DUI		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Elder abuse	/ mistreatment	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Gang-related	d crime	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Gun violence	3	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Hate / bias c	rime	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Homicide		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Identity theft	/ fraud	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Labor traffick	ing	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Robbery / bu	ırglary	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Sex traffickin	g	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Sexual abus	e / violence	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Sexual assa	ult by clergy	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Stalking		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Terrorism an	d mass violence	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ White collar	crime	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Workplace vi	iolence	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other	(Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other	(Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other	(Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
4. Victimization Issues Victimization Issues refers to the nuances of a crime that can differentiate the victim's or service provider's experience.				of Experier heck only one	nce	
□ Co-occurring disorders		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Crime scene forensics / DNA evidence		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Crisis respor	nse	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Death notific	ation	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Drug-facilitat	ed crime	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Faith and sp	iritual issues	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
L						

### Training and Technical Assistance Expert Consultant Application

□ Grief and trauma		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Offender re-entry		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Victim notification		□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other	(Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other	(Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years
□ Other	(Specify):	□ Less than 1 year	□ 1-3 years	□ 3-5 years	□ 5-10 years	□ 10+ years

	(Opecity).	LC33 than 1 ye						
F. CULTU	JRAL EXPERIENCE / EXPERTISE							
	ction please describe your experience work -2. <i>Victim Populations</i> . You may describe y		diverse victim populations that you checked in nee or expertise in the following ways:					
You may have experience as a member of diverse cultural populations.			You may have extensive experience working closely or living with a diverse population.					
	Vietnamese. Deaf.		lived on/near an American Indian reservation for 5 years.					
	a Jewish woman.		worked with urban, low-income families for 10 years.					
		• 1	My husband is blind.					

#### **G. VERIFICATION OF EXPERTISE**

Each person listed as a reference in this section should be able to verify your expertise and experience in the areas defined in Sections D and E. Statements made on this Consultant Network Application are subject to confirmation by OVC TTAC.

- List only professional contacts such as current or former employers, colleagues, or peers who are familiar with your work.
- Provide the reference's name, title, mailing address, phone number, e-mail address, and duration and nature of your relationship.
- List a minimum of two references who can provide a thorough summary of your professional work.

* Denotes a required	tiold	viio daii provide	a thorous	gii Saiiiii	ary or your profe	Socional Work	•
Reference 1*	neiu						
Prefix (Mr., Ms., Dr.):	First Name:*	Last Name:*	Suffix (Jr., Sr., etc.)				
Title:		Relation					
Preferred Address:*							
City:*				State:*	Zip Code:*	Country:*	
Phone:		E-mail:					
Duration of Relationship	From (mm/dd/yyyy):			To (mm/dd/y	yyy):		
Reference 2*							
Prefix (Mr., Ms., Dr.):	First Name:*		Last Name:*				Suffix (Jr., Sr., etc.)
Title:	I		Relation	onship to You	:		
Preferred Address:*							
City:*				State:*	Zip Code:*	Country:*	
Phone:		E-mail:				I	
Duration of Relationship	From (mm/dd/yyyy):			To (mm/dd/y	ууу):		
Reference 3							
Prefix (Mr., Ms., Dr.):	First Name:*		Last Name:*				Suffix (Jr., Sr., etc.)
Title:	1		Relation	onship to You	:		1
Preferred Address:*			I				
City:*				State:*	Zip Code:*	Country:*	
Phone:		E-mail:					
Duration of Relationship	From (mm/dd/yyyy):			To (mm/dd/y	ууу):		

#### H. BIOGRAPHICAL SKETCH

Columbia University in New York.

(Required)

Please include your current biographical sketch, resume/CV, and relevant publications as required attachments to the Consultant Network Application.

The biographical sketch (bio) is an important part of your Consultant Network Application data. It provides a concise summary of your knowledge, skills, and experience, and provides requesters and OVC information about you as they consider and approve experts suitable to respond to needs identified in the field. To ensure consistency among biographical sketches, please draft your biography according to the guidelines and the sample biographical sketch presented below. Please attempt to write succinct statements in approximately 300 words or less.

For your current position, please indicate your title, year assumed, and organization; and describe your role in your program and/or organization. In addition, please provide the following:

- A brief synopsis of your experience over the past 10 years.
- Your area of expertise and highlights of special accomplishments.
- Examples of the types of training (e.g., stalking, rural victims of crime, working with reluctant victims) you have conducted or are most comfortable conducting.
- A list of any special nominations, awards, or honorary degrees that you have received as well as any published works, presentations, or public appearances.
- Your educational history (degree, year, and institution).

Bios will be reviewed and edited according to the above stated guidelines. Please be aware that statements that do not speak directly to your experience or expertise may be deleted.

# Jane Smith has served as the executive director for the Crime Victims Advocacy Group (CVAG) since August 1997. She manages CVAG's administrative operations and oversees its development, marketing, publications, and media relations initiatives. In this capacity, she engages in strategic planning, staff development, and board relations. Ms. Smith also serves on the board of the Homicide Victims Advocacy Coalition, where she chairs the external relations committee. Ms. Smith has extensive experience in developing effective education and outreach programs that reflect best practices in victim advocacy. Ms. Smith's commitment to the victims' movement stems from her experience as a homicide survivor, an experience that left her with a partial disability. Her story and message have been featured on *Larry King Live* and *Good Morning America*. Ms. Smith's advocacy was instrumental in promoting and enforcing consumer privacy laws in the Commonwealth of Virginia. In addition, she has developed successful partnerships with faith-based groups and effective relationships with nonprofit boards. These partnerships have been successful in disseminating messages about victims of crime at the grassroots level. Before joining CVAG, Ms. Smith served as vice president of Fenton Communications, Inc., a communications/public relations firm specializing in nonprofit and public interest communications. Ms. Smith has a B.A. degree in English from

SAMPLE BIOGRAPHICAL SKETCH

Thank you for completing your Training and Technical Assistance Expert Consultant Application!