

Domestic Violence Coordinators Office
Program Instructions – DVERT
Office on Violence Against Women Funding
Updated March 5, 2009

1. **CONTRACTOR** agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide and as detailed in the attached Special Conditions.
2. **CONTRACTOR** understands that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of OVW.
3. **CONTRACTOR** agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L.103-322, the Violence Against Women Act of 2000, P.L.106-386, the Omnibus Crime Control and Safe Streets Acts of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L.109-162, and OVW's implementing regulations at 28 CFR Part 90.
4. **CONTRACTOR** agrees to provide weekly case updates on action items as requested by the DVERT coordinator, allowing Multnomah County as grantee to meet the Government Performance and Results Act (GPRA) requirements. Additionally, program staff will provide any additional narrative information requested by the DVERT coordinator.
5. **CONTRACTOR** agrees to maintain current releases of information for all participants with active DVERT cases.
6. All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant **No. 2006-WE-AX-0057** awarded by the Office on Violence Against Women, U.S. Department of Justice, Office on Violence Against Women."
7. **CONTRACTOR** will meet the following minimum standards:
 - Advocates' qualifications will be no less than as outlined in the DVERT Advocate Job Description. Contact DVCO staff for a copy of the DVERT Advocate Job Description.
 - Advocates must at a minimum make bi-weekly contact by phone or in person with victims.
 - Updates on cases that are in assessment or are active must be provided to the DVERT Coordinator weekly by the Advocates.
 - Advocates must attend twice monthly DVERT meetings.
 - Advocates must attend screening meetings held at 7:00 a.m. Tuesday and Thursday mornings.
 - Advocates must exhibit an ability to collaborate with community partners and work effectively with them.
 - Advocates must provide cross training, including cross training with community justice partners (including police).
 - Advocates will provide national training on the DVERT model if requested by the DVERT coordinator or the Domestic Violence Coordinator's Office (DVCO).
 - The DVERT coordinator will issue additional amended Program Instructions no later than January 1, 2007.

- DVERT coordinator and community partners must be included in hiring of DVERT advocates.