

**RIDER E  
PROGRAM REQUIREMENTS**

**1. FUNDING:**

All agreement Crime Victims Assistance Grant funds and corresponding state/local matching funds will be used only to provide direct services to victims. The Provider agrees that the duties of the Victim Advocate funded through this Agreement specifically not include the investigation of crimes. The Provider will furnish local match (cash or in-kind) equal to 20% of the total cost of the Victim of Crime ACT (VOCA) funded program/services.

Provider agrees to comply with all VOCA regulations as outlined at <http://www.ojp.usdoj.gov/ovc/welcovc/scad/guides/vaguide.htm>.

Local matching funds of \$XXXX are comprised of the following income source(s).  
(List specific source and amount from Rider F, Budget Form 1)

<b>Income Line #</b>	<b>Income Source</b>	<b>Check if Cash</b>	<b>Check if In-kind</b>	<b>Amount</b>

All funds designated as local matching funds are restricted to the same allowable expenses as the VOCA funds.

The specific expenses to be paid with the VOCA local share matching funds are:

<b>Expense Line #</b>	<b>Description of Expense</b>	<b>Check if Cash</b>	<b>Check if In-kind</b>	<b>Amount</b>

No fees will be charged to victims for services provided in this agreement. The Provider agrees to provide assistance to all victims in applying for Crime Victim compensation and restitution benefits. The State Crime Victims Assistance Administrator for this agreement waives the Crime Victims Assistance Grant requirement on the use of volunteers.

The Provider agrees that when any staff in its employ under this agreement has reasonable cause to suspect that a child or an adult has been or is likely to be abused or neglected, the Provider shall cause a report to be made to the Department pursuant to 22 MRSA §§ 3477 and 4011.

**2. INCOME OR OTHER ELIGIBILITY:**

There are no income eligibility requirements for this service. All clients are eligible without regard to income.

3. **SETTLEMENT TERMS:**

Settlement of the contract shall be accomplished in accordance with policies contained in the Purchase of Service Policy Manual and the following settlement terms and method:

**Cost Shared**

Method of Accounting: (check one)  
**Accrual**

**Cash**