

RESOLUTION NO.

**ENTITLED: "CONSIDERATION OF A RESOLUTION TO APPROVE THE
SUBMISSION OF A FY 2025 & 2026 VICTIM WITNESS GRANT
APPLICATION TO THE WYOMING OFFICE OF THE ATTORNEY GENERAL
DIVISION OF VICTIM SERVICES TO PROVIDE FUNDING TO SUPPORT
THE LARAMIE COUNTY VICTIM WITNESS PROGRAM IN THE AMOUNT
OF \$299,356.97."**

FOR THE PURPOSE OF: REQUESTED FUNDS WILL BE USED FOR THE
LARAMIE COUNTY SHERIFF'S OFFICE VICTIM SERVICES PROGRAM FOR
PERSONNEL AND OPERATIONS.

WITNESSETH

WHEREAS, the Governing Body of Laramie County desires to participate in the Wyoming Division of Victim Services grant program by sponsoring this grant to assist in financing the Victim Services Program of the Laramie County Sheriff's Office; and

WHEREAS, the Wyoming Division of Victim Services requires that certain criteria be met, as described in the divisions rules governing the program, and to the best of our knowledge this application meets those criteria; and

WHEREAS, the Governing Body of Laramie County has been provided with preliminary cost estimates and information on the project; and

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY
OF LARAMIE COUNTY** that a grant application be submitted to the Wyoming Division of Victim Services in the amount of \$299,356.97 for consideration of funding the Laramie County Sheriff's Office Victim Services Program for FY2025 and FY2026.

Laramie County commits matching funds not to exceed \$152,704.89 to be split between the two-year period in matching cash funds for benefits and payroll deductions to be included in Laramie County's FY2025 and FY2026 budget. Laramie County commits in-kind matching funds for grant administration, office supplies, equipment, emergency assistance donation funds, email and internet services estimated at a total of \$21,402 for the two-year period.

BE IT FURTHER RESOLVED, that Sandra Bay, or her successor in the position of Laramie County Grants Manager, is appointed as agent of the Laramie County Board of Commissioners to execute and submit applications and certifications for these funds and to receive funds and implement the programs funded under this grant.

PASSED, APPROVED AND ADOPTED THIS 19th DAY OF MARCH 2024.


By: _____
Chairman Laramie County Commissioners

ATTEST:

Debra Lee, Laramie County Clerk

Date

Received and Approved as to Form only By:



Laramie County Attorney's Office



Date

**SFY 2025 & 2026 Victim Services Funds
Cover Sheet**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Program Name: Laramie County Sheriff's Department Victim Services

County: Laramie County

Street Address: 1910 Pioneer Ave.

Mailing Address: 1910 Pioneer Ave.

City: Cheyenne

State: Wyoming

Zip: 82001

Phone Number: (307) 633-4756

Fax Number: (307) 633-4723

Universal Entity Identification Number (SAM Number) If not known, click [HERE](#). E9DLJC1HGNQ8

State of Wyoming Vendor Code:

(Vendor Code available from DVS) 86730

Select the option that describes your program.

☒ Currently funded by DVS

☐ Not currently funded by DVS

Type of Program:

☒ Victim/Witness Program
Dual DV/VW Program
CAC Program
Other (specify):

☐ DV/SA Program
☐ CASA Program
☐ SART/SANE Program

Governmental or Non-Profit:

☒ Government

☐ Non-Profit

Governing Entity Contact:

Name:

Sandra Bay

Title:

Grants Manager

Phone:

(307) 633-4201

Fax:

E-mail address:

sandra.bay@laramiecountywy.gov

Director/Program Coordinator:

Name:

Tracy Walton

Title:

Coordinator

Phone:

(307) 633-4762

Fax:

E-mail address:

tracy.walton@laramiecountywy.gov

**SFY 2025 & 2026 Victim Services Funds
Cover Sheet**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Check the boxes for funding streams your organization would like to be considered for. Please refer to the Administrator's Guide for each fund's eligibility requirements.

Formula Funding

- ✓ State Formula DV/SA
- ✓ State Formula V/W
- ✓ State Formula Surcharge
- FVPSA Formula Funding
- VAWA STOP Victim Service Formula Funding
- VAWA SASP Formula Funding

Competitive Funding

- ✓ VOCA
- ✓ VAWA STOP Law Enforcement
- VAWA STOP Prosecution
- VAWA STOP Discretionary
- VAWA STOP Culturally Specific

In order to assist DVS with the proper distribution of VAWA STOP funds, please describe any project that meaningfully addresses sexual assault, including stranger rape, alcohol or drug-facilitated rape, and rape within the context of intimate partner relationships. The Laramie County Sheriff's Office Victim Services Program is requesting to be considered for VAWA STOP Law Enforcement funds. Our program works with sexual assault victims and assists detectives in the investigation of various crimes such as sexual assault, domestic violence and rape. The Laramie County Sheriff's Office has been working on providing domestic violence and sexual assault specific trainings to its patrol officers to change the way we respond more effectively to these types of crimes .

Notice: If you select VAWA STOP Culturally Specific funds please provide a description of the eligible project. See the Administrative Guidebook for additional information.

We are not requesting VAWA Stop Culturally Specific Funds.

SFY 2025 & 2026 Victim Services Funds

Cover Sheet

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Total amount of funds the program is requesting for SFY2025:

\$145,424.82

Total amount of funds the program is requesting for SFY2026:

\$153,932.15

Total amount of funds the program was awarded in SFY2024:

\$126,842.96

Provide a brief explanation for increase/decrease in funding request. Detailed explanation for increases/decreases per line item are required in the budget section of the application:

We are requesting a 6% increase overall in our application for FY25 and FY26 from our FY24 request. These increases are in salaries, benefits and training. All other operating expenses are comparable to FY24. The county is projecting a 8% increase to health and dental insurance, and 5% increases to other payroll expenditures. These increases allow the coordinator and advocate to be eligible for merit increases on a yearly basis after their evaluation up to 5%. Our training increases are based on the Division of Victim Services opening up training to outside of Wyoming and outside of the mandatory meeting and Joint Symposium . We have requested one additional training for FY25 and FY26. Each section of the application shows increases and decreases with the calculations.

Staffing

How many full time staff members does the program have?

2

How many part time staff members does the program have?

0

How many direct service volunteers does the program have?

1

What is your agency's Workers Compensation rate?

6.2 %

What is your agency's Unemployment Insurance rate?"

0 %

SFY 2025 & 2026 Victim Services Funds

New Project (optional)

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Project #1

NA

Project #2

NA

**SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Advocate**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

- The budget narrative must provide detailed information, including calculations, for each budget line item requested.
- Include the costs of all necessary components of the budget proposal.
- Demonstrate a clear link between the proposed activities, the proposed budget items, and provide adequate justification for all program-related costs.

Position Title: Victim Services Advocate

New Position	✓	Previously Funded with DVS
Salary Rate: 1683.23	OR	Hourly Rate:

Average Hours Worked Per Week 40

Brief description of duties:

The advocate position assists the coordinator in reviewing and processing crime reports and serving victims of crime. This position works with victims to provide immediate crisis intervention. Heidi Teasley has been the Victim Advocate since October 2023. Ms. Teasley notifies victims of case status, criminal proceedings, trials, court hearings, case dispositions and is responsible for providing clients with information on resource programs.

This position provides direct services at a rate of 100%. We are basing our calculations off FY24 actuals \$43,764 with a 5% increase in both FY25 and FY26. Total salary for the two-year period is \$94,202.01 (\$45,952.20 in FY2025 and \$48,249.81 in FY2026). We are requesting 75% of the salary from grant funds for a total of \$70,651.51 (\$34,464.15 in FY2025 and \$36,187.36 in FY2026). Match for payroll is a total of \$23,550.50 (\$ 11,488.05 for FY2025 and \$12,062.45 for FY2026). From FY24 to FY2025 this represents a 1% increase and a 5% increase into FY2026 to account for a salary step increase based off of merit.

How does this position support one or more of the DVS Expectations:

The Victim Advocate position provides direct services to victims of crime in Laramie County. Calls are reviewed on a daily basis and contact is made with each victim to provide services such as crisis intervention, emergency assistance, personal advocacy and assistance with the legal process.

The success of the program through the number of victims served and the feedback received are the means by which we measure the success of our program and services. In this line of work, the needs within the community are dynamic and complex and require flexibility. This flexibility is often achieved through strong community collaboration. Our program works closely with other organizations in the community to provide complete services to the victim. We want to ensure that victims receive assistance from all available programs to deliver wrap around services. Ms. Teasley's position is fundamental to the support of the program and the Victim Coordinator. Through this working partnership, public outreach services are provided throughout the community and coordinated with other organizations such as Safehouse, SANE, and the City of Cheyenne Victim Witness program. This position is able to highlight an increased program presence within the community to include outlining Laramie County jurisdictions such as Albin, Burns and Pine Bluffs.

SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Advocate

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

	Funding Request from the DVS					Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	%	SFY 2026	%	SFY 2024	SFY 2025	SFY 2026	SFY 2025	SFY 2026
Salary	\$34,070.40	\$34,464.15	1	\$36,187.36	5	\$8,517.60	\$11,488.05	\$12,082.45	\$45,952.20	\$48,249.81

**SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Advocate**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Payroll Taxes									
	Funding Request from DVS			Anticipated Other Resources			TOTAL Budget		
	SFY 2024	SFY 2025	SFY 2026	SFY 2024	SFY 2025	SFY 2026	Total SFY 2025	%	Total SFY 2026
Medicare	\$492.02	\$499.73	\$524.72	\$123.51	\$166.58	\$174.91	\$666.31	1.45	\$699.63
Social Security	\$2,112.36	\$2,136.78	\$2,243.62	\$528.09	\$712.26	\$747.87	\$2,849.04	6.20	\$2,991.49
Unemployment	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Workers Comp	\$769.99	\$465.27	\$488.53	\$192.50	\$573.25	\$601.92	\$1,038.52		\$1,090.45
Subtotal	\$3,374.37	\$3,101.78	\$3,256.87	\$844.10	\$1,452.09	\$1,524.70	\$4,653.87		\$4,781.67

Explanation (optional):

Health Insurance/Medical Benefits								
	Funding Request from the DVS			Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	SFY 2026	SFY 2024	SFY 2025	SFY 2026	Total SFY 2025	Total SFY 2026
Health/Med Benefits	\$16,452.86	\$23,558.56	\$25,443.25	\$4,113.22	\$7,852.85	\$8,481.08	\$31,411.41	\$33,924.33

Describe Health Insurance/Medical Benefits:

Health insurance for the Victim Advocate is based on FY24 actuals with an 8% projected increase. Our finance and budget office have advised that they are being told to plan for up to an 8% increase each year for Health and Dental Insurance. We are basing our amounts on FY2024 actuals and predicting an 8% increase in FY2025 and FY2026. For FY2025 an estimated 8% increase would bring it to \$29,981.40 (\$2,498.45 per month) Health insurance for the two-year period is a total cost of \$62,361.32 (\$29,981.40 for FY2025 and \$32,379.92 for FY2026). Our grant request for the period is at 75% of the expense rate for a total of \$46,945.27 (\$22,486.05 in FY2025 and \$24,284.94 in FY2026). Match (25%) total for the two-year period is \$15,590.33 (\$7,495.35 for FY2025 and \$8,094.98 for FY2026).

We are also requesting funding for dental insurance and this is combined into the medical benefits section. Dental insurance being based off actuals for FY2024, we are anticipating an 8% increase into FY2025 and FY2026. Total expense for dental insurance is \$2,974.42 for the two-year period (\$1,430.01 for FY2025 and \$1,544.41 for FY2026). Total grant request is \$2,230.82, 75% of the total (\$1,072.51 for FY2025 and \$1,158.31 for FY2026). Match (25%) for dental insurance for the two-year period is \$743.60 (\$357.50 for FY2025 and \$386.10 for FY2026).

Total medical benefit expenses are \$65,335.74 with the 75% requested reimbursement rate bringing the total grant request to \$49,001.81 (\$23,558.56 in FY2025 and \$25,443.25 in FY2026). The remaining amount of \$16,333.93 will be match (\$7,852.85 in FY2025 and \$8,481.08 in FY2026), to support the Victim Advocate position. The County strives to offer competitive benefits to employees to retain the quality of services provided to victims.

**SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Advocate**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Other Benefits								
	Funding Request from the DVS			Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	SFY 2026	SFY 2024	SFY 2025	SFY 2026	Total SFY 2025	Total SFY 2026
Retirement	\$3,192.40	\$3,229.29	\$3,390.76	\$3,140.42	\$3,604.11	\$3,784.31	\$6,833.40	\$7,175.07
Other (specify below)								
Life Insurance	\$68.93	\$76.39	\$80.21	\$17.23	\$25.46	\$26.74	\$101.85	\$106.95
Subtotal	\$3,261.33	\$3,305.68	\$3,470.97	\$3,157.65	\$3,629.57	\$3,811.05	\$6,935.25	\$7,282.02

Describe other benefits:

Other benefits that are included within our budget are retirement and life insurance and were increased by 5% over FY24 actuals.

Retirement is calculated at the county level at 14.87% of payroll. The county currently pays the 8.87% for the county portion, and the 6% that the county pays for the employee. We recognize that this amount is above what is eligible, so our calculations for the grant request only take the 9.37% rate and uses this to base our 75% split. The match will cover the difference, which is higher than 25%.

Total retirement costs for the two-year period is \$14,008.47 (\$6,833.40 in FY2025 and \$7,175.07 in FY2026). Using the 9.37% brings our total to \$8,826.73 (\$4,305.72 for FY2025 and \$4,521.01 for FY2026). We are requesting 75% under the grant for a total of \$6,620.05 (\$3,229.29 for FY2025 and \$3,390.76 for FY2026). Match for retirement for the two-year period will be \$7,388.42 (\$3,604.11 for FY2025 and \$3,784.31 for FY2026). Again, the match covers the difference of the total cost to what is eligible under the grant.

Life Insurance was also estimated based off FY2024 actuals; with a 5% increase estimated for FY2025 and FY2026. Total expense for life insurance is \$208.79 (\$101.85 for FY2025 and \$106.94 for FY2026). The requested rate at 75% is \$156.60 (\$76.39 in FY2025 and \$80.21 in FY2026). Match (25%) will be a total of \$52.20 (\$25.46 for FY2025 and \$26.74 for FY2026).

Total expenses for the "other benefits" category are \$14,217.26 for the FY2025/2026 application period, of which we are requesting expenses for \$6,776.65 (\$3,305.68 in FY2025 and \$3,470.97 in FY2026), and a match of \$7,440.62 (\$3,629.57 in FY2025 and \$3,811.05 FY2026), please see breakdown above for details. These increases align with the salary increase of 5% for FY25 and FY26.

**SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Coordinator**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

- The budget narrative must provide detailed information, including calculations, for each budget line item requested.
- Include the costs of all necessary components of the budget proposal.
- Demonstrate a clear link between the proposed activities, the proposed budget items, and provide adequate justification for all program-related costs.

Position Title: Victim Services Coordinator

New Position ✓ **Previously Funded with DVS**

Salary Rate: 4018.56 **OR** **Hourly Rate:**

Average Hours Worked Per Week 40

Brief description of duties:

The Victim Coordinator is responsible for reviewing law enforcement crime reports and victim files in order to communicate with victims of crimes and act as a liaison with law enforcement and prosecutors. The Coordinator notifies victims of case status, criminal proceedings, trials, court hearings, and case dispositions and educates victims regarding the rights afforded to them under the law. This position provides direct services to victims and witnesses, as well as, assessing victim needs in the community and handles the administrative components. The Coordinator is the supervisor to the Advocate. This position dedicates over 90% of its time to providing direct services, and 10% of its time conducting administrative duties. Laramie County has a grants manager that oversees the majority of administrative tasks for the program. Payroll is based off of 2024 actuals with a projected 5% increase. Ms. Walton is currently at \$52,943.28 a year. Total payroll for the two-year period is \$113,880.41 (\$55,590.44 in FY25 and \$58,369.97 in FY26). We are requesting that 80% of the positions payroll, which is \$91,168.33 (\$44,272.35.24 in FY2025 and \$46,695.98 in FY26) come from grant funds. Match is currently calculated at 20%, \$11,118.09 for FY25 and \$11,673.99 for FY26 for a total of \$22,792.08. The payroll numbers are based off actuals for FY2024 and then adding 5% for both FY25 & FY26. The 5% increase from FY24 to FY25 accounts for a merit based increase for the position that took place in February 2024.

How does this position support one or more of the DVS Expectations:

The Victim Services Coordinator position is critical to the division's expectation of providing fundamental services to victims of crime . The position is responsible for reviewing calls for service such as crisis intervention, personal advocacy, safety/security planning, extra patrol, and transportation. They act as a liaison between the victim and law enforcement regarding the status of the case, emergency financial assistance, requesting crime victim compensation, providing emergency shelter/food, hospital response, and assisting with referrals to other agencies. In addition, the position provides follow up contact, assistance with the criminal justice system, and provides information to the victim to include updates concerning the VINE system. This position is responsible for updating and maintaining accurate records and case files to include reporting within the Victim Services Tracking Database. Tracy Walton is the coordinator and continues developing , implementing and expanding victim services to the Laramie County community. Ms. Walton is responsible for providing strong community collaboration through ongoing communication and participation in Laramie County events and organizations. She attends collaborative meetings to include Coordinated Community Response Team, Safehouse Sexual Assault and Domestic Violence Program, FE Warren Air Force Base Coordinator, Cheyenne Police Department Victim Assistance Program, City/County Health Department, Sexual Assault Nurse Examiner, District

SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Coordinator

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Attorney, Child Protection Team, Adult Protection Team, and the Sex Offender Containment Team. Ms. Walton uses collaboration to avoid duplication of resources within the community and to ensure victims are being served appropriately.

The Victim Coordinator has a strong presence in the community through various community engagement activities and partnerships to include : outreach, classroom presentations, community appearances, and providing printed reference materials. Ms. Walton participates in Sexual Assault Awareness, Violence Against Women Awareness, Crime Victims' Rights Week and various other community programs . Outreach is an ongoing activity for the program and includes multiple visits and presentations within the community to include schools, churches and outlying jurisdictions. The position is instrumental to the planning, development, and implementation of all services offered to victims within Laramie County. Ms. Walton is continually exploring and developing the program through community collaboration and engagement . The position is measured by the direct services provided, workload, references, and feedback. It is through direct services and feedback that the program receives, that we are able to demonstrate how and why our program assists victims in the community.

	Funding Request from the DVS					Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	%	SFY 2026	%	SFY 2024	SFY 2025	SFY 2026	SFY 2025	SFY 2026
Salary	\$42,243.24	\$44,472.35	5	\$46,695.98	5	\$14,081.08	\$11,118.09	\$11,673.99	\$55,590.44	\$58,369.97

**SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Coordinator**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Payroll Taxes									
	Funding Request from DVS			Anticipated Other Resources			TOTAL Budget		
	SFY 2024	SFY 2025	SFY 2026	SFY 2024	SFY 2025	SFY 2026	Total SFY 2025	%	Total SFY 2026
Medicare	\$612.53	\$644.85	\$677.09	\$204.18	\$161.21	\$169.27	\$808.06	1.45	\$846.36
Social Security	\$2,619.08	\$2,757.29	\$2,895.15	\$873.03	\$689.32	\$723.79	\$3,446.61	6.20	\$3,618.94
Unemployment	\$0	\$0	\$0	\$0	\$0	\$0	\$0		\$0
Workers Comp	\$954.70	\$600.38	\$630.40	\$318.23	\$655.97	\$688.77	\$1,256.35		\$1,319.17
Subtotal	\$4,186.31	\$4,002.62	\$4,202.64	\$1,395.44	\$1,506.50	\$1,581.83	\$5,509.02		\$5,784.47

Explanation (optional):

Health Insurance/Medical Benefits								
	Funding Request from the DVS			Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	SFY 2026	SFY 2024	SFY 2025	SFY 2026	Total SFY 2025	Total SFY 2026
Health/Med Benefits	\$7,715.70	\$17,202.24	\$18,578.42	\$2,571.90	\$4,300.56	\$4,644.60	\$21,502.80	\$23,223.02

Describe Health Insurance/Medical Benefits:

Health insurance for the Victim Coordinator is based on FY24 actuals with an 8% projected increase. Our finance and budget office have advised that they are being told to plan for up to an 8% increase each year for Health and Dental Insurance. Health insurance for the two-year period is a total cost of \$42,510.87 and our grant request for the period is at 80% of the expense rate for a total of \$34,008.70 (\$16,350.34 in FY25 and \$17,658.36 in FY26). Match (20%) total for the two-year period is \$8,502.17 (\$4,087.58 for FY25 and \$4,414.59 for FY26).

We are also requesting funding for dental insurance and this is combined into the medical benefits section. Dental insurance has also been increased by 8% over FY24 actuals. Total expense for dental insurance is \$2,214.95 for the two-year period (\$1,064.88 in FY25 and \$1,150.07 in FY26). Total grant request is \$1,771.86, 80% of the total (\$851.90 for FY25 and \$920.06 for FY26). Match (20%) for dental insurance for the two-year period is \$442.99 (\$212.98 for FY25 and \$230.01 for FY26).

Total medical benefit expenses are \$44,725.82 with the 80% requested reimbursement rate bringing the total grant request to \$35,780.66 (\$17,202.24 in FY25 and \$18,578.42 in FY26), with the remaining amount of \$8,945.16 to be match (\$4,300.56 in FY25 and \$4,644.60 in FY26), to support the Victim Coordinator position. The County strives to offer competitive benefits to employees to retain the quality of service provided to victims. The increase in health and dental insurance accounts for a change in coordinators and the selection of insurance options. Our previous coordinator has health insurance for herself only, where our new coordinator has herself and one other family member on the plan.

**SFY 2025 & 2026 Victim Services Funds
Budget - Personnel: Victim Services Coordinator**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Other Benefits								
	Funding Request from the DVS			Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	SFY 2026	SFY 2024	SFY 2025	SFY 2026	Total SFY 2025	Total SFY 2026
Retirement	\$3,958.19	\$4,167.06	\$4,375.41	\$4,417.19	\$3,989.63	\$4,189.12	\$8,156.69	\$8,564.53
Other (specify below)								
Life Insurance	\$61.56	\$81.48	\$85.55	\$21.55	\$20.37	\$21.39	\$101.85	\$106.94
Subtotal	\$4,019.75	\$4,248.54	\$4,460.96	\$4,438.74	\$4,010.00	\$4,210.51	\$8,258.54	\$8,671.47

Describe other benefits:

Other benefits that are included within our budget and requested are retirement and life insurance.

Retirement is calculated at the county level at 14.87% of payroll. The county currently pays the 8.87% for the county portion, and the 6% that the county pays for the employee. We recognize that this amount is above what is eligible, so our calculations for the grant request only take the 9.37% rate and uses this to base our 80% split. The match will cover the difference, which is higher than 20%.

These calculations for the total cost of retirement would equal \$16,721.22 (\$8,156.69 in FY2025 and \$8,564.53 in FY2026). The 80% of the allotted 9.37% rate request brings our total to \$8,542.47 (\$4,167.06 for FY2025 and \$4,375.41 for FY2026). Match for retirement for the two-year period will be \$8,178.75 (\$3,989.63 for FY2025 and \$4,189.12 for FY2026). Again, match covers the difference of the total cost to what is eligible under the grant.

Life Insurance was also estimated based off FY2024 actuals; with a 5% increase for FY2025 and a budgeted a 5% increase for FY2026. Total expense for life insurance is \$208.79 (\$101.85 FY2025 and \$106.94 for FY2026). The requested rate at 80% is \$167.03 (\$81.48 in FY2023 and \$85.55 in FY2024). Match (20%) will be a total of \$41.76 (\$20.37 for FY2025 and \$21.39 for FY2026).

Total expenses for the "other benefits" category are \$16,930.01 for the FY2025/2026 application period, of which we are requesting expenses in the amount of \$8,709.50, and a match of \$8,220.51, please see breakdown above for details. These amounts are a 5% increase from our FY24 actuals.

Budget - Operating Expenses										
	Funding Request from the DVS					Anticipated Other Resources			TOTAL Budget	
	SFY 2024	SFY 2025	%	SFY 2026	%	SFY 2024	SFY 2025	SFY 2026	SFY 2025	SFY 2026
Office Space -Rent			0		0				\$0	\$0
Shelter Space-Rent			0		0				\$0	\$0
Utilities - Office			0		0				\$0	\$0
Utilities - Shelter			0		0				\$0	\$0
Communication/E-mail/ Internet	\$2,148.00	\$2,196.00	2	\$2,196.00	0	\$1,666.00	\$1,666.00	\$1,666.00	\$3,862.00	\$3,862.00
Supplies - Office			0		0	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Supplies - Shelter			0		0				\$0	\$0
Travel/Mileage	\$350.00	\$300.00	-14	\$300.00	0	\$1,000.00	\$1,000.00	\$1,000.00	\$1,300.00	\$1,300.00
Admin/Bookkeeping			0		0	\$1,065.00	\$1,065.00	\$1,065.00	\$1,065.00	\$1,065.00
Equip. - Leases/Maint.			0		0	\$970.00	\$970.00	\$970.00	\$970.00	\$970.00
Office/Shelter -Rep/Maint.			0		0				\$0	\$0
Insurance			0		0				\$0	\$0
Prof. - Fees/Services			0		0				\$0	\$0
Other: VS Tracking	\$690.00		-100		0				\$0	\$8,197.00
Total:	\$3,188.00	\$2,496.00	-21	\$2,496.00	0	\$5,701.00	\$5,701.00	\$5,701.00	\$8,197.00	\$8,197.00

Explanation:

The communication line item will include expenditures for landlines, and cell phones. For FY2025 and FY2026 we are keeping this budget based off actuals for FY2024. Total tablet/cell phone per month is \$168.00 (12 months \$2,016), total landline per month averages \$15 per month (12 months is \$180.00). Total request for FY2025/2026 is \$4,392.00 (\$2,196 per FY). All equipment is in place for the continued operations of the program to utilize the landlines and cellphones. Efforts within communication will be measured by the usage of devices to connect with victims of crime and community partners. Having various media forms allows victims to reach and receive information on the program easily.

Email, internet and office supplies are being used for in-kind matching. These are services and supplies that the County provides for the Victim Witness Program. For email/internet needs, County IT provides services to all departments, and this is estimated to be a value of \$1,666 per year (services, repairs, on call around \$139 per month). This total has not been updated for over five years. For office supplies, the Sheriff's Office provides these to the program through their county budget. We estimate the value of these supplies averages \$1,000 per year (\$83.00 for two positions per month), for a requested total of \$2,000 for FY25 & FY26. Operational support from the County allows our program to continue with the level of services our victims deserve. All resources for the continued success in FY2025 and FY2026 have been established within the program. These estimates are unchanged from FY2024.

The travel/mileage line item covers expenditures for in state mileage for community outreach and for providing direct services to victims. The Sheriff's Office has provided a vehicle to the Victim Coordinator, but the Victim Advocate uses her personal vehicle to respond to calls and provide outreach services. The mileage line item covers Ms. Teasley's mileage for providing services within the

community. Our request decreased from FY2024 to FY2025 and FY2026. The mileage line item allows the Victim Advocate to be available at various locations throughout the county to provide services. We are requesting \$300 (Federal mileage rate of .67) allows over 448 miles each year. Total line item request is \$600.00. Requested mileage is primarily used for travel to the smaller jurisdictions such as Albin, Burns and Pine Bluffs and to provide direct services within the surrounding areas of Cheyenne. In this line item, we show in-kind matching for the Victim Coordinator's vehicle for \$1,000 per year (\$2,000 total) to include fuel and vehicle maintenance. Access to services can often be a roadblock for many victims in a rural community. Travel and mileage allows our advocates to reach out to victims of crime at their location.

Additional operating budget items are being used for in-kind matching and include administration and equipment. The County provides audit and financial services to the Laramie County Victim Witness Program at an estimated value of \$1,065 per year (\$2,130 for two years); this is based on what the county is charged for audit services. The county provides equipment to include desktop computers, printers, scanners, and telephones from county resources valued at \$970 per year (\$1,940 for two years). The support to the program through administration and equipment allows the Victim Coordinator and the Victim Advocate to focus on providing services to victims. These amounts remain unchanged from FY2024.

We have removed the other line item of VS Tracking as our program no longer needs funding to support tracking software. This has resulted in a decrease in our operating expenses for FY25 and FY26.

**SFY 2025 & 2026 Victim Services Funds
Budget - Emergency Assistance**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Budget - Emergency Assistance										
	Funding Request from the DVS					Anticipated Other Resources			Total Budget	
	SFY 2024	SFY 2025	%	SFY 2026	%	SFY 2024	SFY 2025	SFY 2026	SFY 2025	SFY 2026
Emergency Fin.Asst.	\$3,600.00	\$3,600.00	0	\$3,600.00	0	\$7,000.00	\$5,000.00	\$5,000.00	\$8,600.00	\$8,600.00
Other:Storage Locker	\$450.00		-100		0	\$0			\$0	\$0
Subtotal	\$4,050.00	\$3,600.00	-11	\$3,600.00	0	\$7,000.00	\$5,000.00	\$5,000.00	\$8,600.00	\$0

Provide information for each requested line item. Include explanation of any increase/decrease of requested DVS funding amounts:

We currently average around 824 cases a year that is almost two cases per day. However, not all cases require financial emergency assistance. The emergency assistance line item is where we see the largest impact to our program, as it allows us to provide direct services to victims. For FY2024 we are on track to utilize our total amount of \$3,600, and we use donation funding to cover our additional needs. We spend on average \$1,000 for emergency shelter needs, \$3,000 for repairs and services, and \$3,000 for other emergent needs such as damaged property from a crime. Emergency assistance funds are needed to support the victim services program clients. The emergency assistance line item is where the program is able to reach out and effect a large number of victims. Our program is able to provide fundamental services such as repairs, safe housing assistance, transportation, job coordination, and crisis intervention.

Our program works with community partners to develop, plan and implement these services in the county. These partnerships are well established and secure moving into 2025 and 2026. We are requesting the max amount of \$3,600 per year for a total request of \$7,200 for the two-year period. The victims we serve, what we can provide, and the feedback we receive, measure success. The program also provides matching funds through a donation line item that a 501 (c) (3) manages. This donation line item comes from community activities and is used to supplement and enhance the program. We are estimating that we will use a minimum of \$5,000 in FY2025 and \$5,000 in FY2026 out of the donations account. These donations allow the program to fund items not eligible for grant funding and help meet any gaps in Federal and State funding. The donation funds have been a wonderful resource to help our victims with needs that exceed the grant capabilities and are necessary for recovery and sustainment. Our request has decreased in this section as we no longer have the storage locker and do not need to request those funds.

**SFY 2025 & 2026 Victim Services Funds
Budget - Training**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Budget - Training									
	Funding Request from the DVS					Anticipated Other Resources			TOTAL Budget
	SFY 2024	SFY 2025	%	SFY 2026	%	SFY 2024	SFY 2025	SFY 2026	
Registration(s)	\$925.00	\$1,300.00	40	\$1,300.00	0	\$0	\$0	\$0	\$1,300.00
Trav/Mile/Hotel/Meals	\$856.00	\$1,673.00	95	\$1,739.70	3	\$0	\$0	\$0	\$1,673.00
Other:			0		0				\$0
Subtotal	\$1,781.00	\$2,973.00	68	\$3,039.70	2	\$0	\$0	\$0	\$2,973.00

Provide detailed information for each requested line item. Please note: For SFY2023/2024 DVS will only consider training costs for the Wyoming Joint Symposium on Children and Youth, the Wyoming Conference on Violence Prevention and Response, and the DVS Mandatory Meeting. Refer to the Administrator's Guidebook for further information.

We have a new victim advocate that has been actively searching for all trainings offered to get up to speed in the field. She has currently utilized as many free web-based trainings as possible, but needs the hands on trainings. If we have to make funding cuts, this will be the first item to be reduced.

Below are the three trainings we would like to be considered for in FY2025.

- Mandated VW Meeting In 2025: costs estimated at Casper prices for up to two individuals to attend (Victim Coordinator and the Victim Advocate). No registration fee, hotels \$428 (\$107 for two nights, two rooms), meals \$236 (2 days for two people or \$59 per day per person). Total of \$664.00
- Joint Symposium 2025: Estimated Laramie prices for up to five personnel to attend (Victim Coordinator, Victim Advocate, and three deputies). Registration fee for five individuals for a total of \$750.00 (\$150 per person). There will be no hotel and Per Diem will be used for Meals (Travel Days- so 75% of \$59.00 rate). Typically breakfast is served and dinner will be back home. \$15 x 5 people x 3 days = \$225.00. Total cost of \$975.00
- COVA (Colorado Organization for Victim Assistance) Basic Academy 2025: Estimated costs based on FY24 actuals and using GSA per diem rates for 2024 in Colorado Springs, Colorado. The registration fee is \$550 for one person, hotel for 4 days x \$127 is \$508, meals for 4 days (per diem of \$69 per day) is \$276. Total cost is \$1,334.00. We are requesting \$2,973.00 (\$1,300 in registration & \$1,673.00 in Travel/Meals/Lodging) for FY2025.

We would like to attend the following trainings in FY2026:

- Mandated VW Meeting in 2026: Costs estimated at Casper prices for up to two individuals to attend (Victim Coordinator and Victim Advocate). No registration fee, hotels \$428 (\$107 per night for two nights x 2 people), meals \$236 (2 days for two people or \$59.00 per day per person). Total of \$664.00
- Joint Symposium 2026: Estimated Laramie prices for up to five personnel to attend (Victim Coordinator, Victim Advocate, and three deputies). Registration fee for five individuals for a total of \$750 (\$150 per person). There will be no hotel and Per Diem will be used for Meals (Travel Days- so 75% of \$59.00 rate). Typically breakfast is served and dinner will be back home. \$15 x 5 people x 3 days = \$225.00. Total cost of \$975.00
- COVA (Colorado Organization for Victim Assistance) Advanced Academy 2026: Based on calculations from the COVA Basic Academy with the location unknown for 2026. Estimated costs based on FY24 actuals and using GSA per diem rates for 2024 in Colorado Springs, Colorado. The registration fee is \$550 for one person, hotel for 4 days is \$508 (\$127 per night), and meals for 4 days, (per diem of \$69 per day) is \$276. Total cost is \$1,334.00.
- We have added an additional 5% (\$66.70) for unknowns in FY2026 costs on the total amount. Total is \$1,400.70.

We are requesting \$3,039.70 (\$1,300 in registration and \$1,739.70 in Travel/Meals/Lodging) for FY2026.

Total training request is \$6,012.70 for the two-year period. This is an increase from FY24 and is due to additional trainings being available to our program. We have added the COVA training to our request for FY25 and FY26.

The success of the trainings will be measured and evaluated on the ability to use what we learn and implement new aspects into our program. We have a newer advocate

**SFY 2025 & 2026 Victim Services Funds
Budget - Training**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

that would benefit from these training opportunities. Our program also utilizes all local training opportunities and available webinars to offset needs within the community at no cost.

**SFY 2025 & 2026 Victim Services Funds
Budget - Other**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Budget - Other									
	Funding Request from the DVS					Anticipated Other Resources			TOTAL Budget
	SFY 2024	SFY 2025	%	SFY 2026	%	SFY 2024	SFY 2025	SFY 2026	SFY 2025 SFY 2026
Pub/ Adv/ Outreach/ Engage	\$2,500.00	\$2,000.00	-20	\$2,500.00	25	\$0	\$0	\$0	\$2,000.00 \$2,500.00
Prevention			0		0				\$0 \$0
Other:			0		0				\$0 \$0
Subtotal	\$2,500.00	\$2,000.00	-20	\$2,500.00	25	\$0	\$0	\$0	\$2,000.00 \$2,500.00

Provide information for each requested line item. Include explanation of any increase/decrease of requested DVS amounts:

The program uses the publications/outreach line item to provide printed materials such as brochures, handouts, and business cards to our clients. We use the brochures to describe our services in both English and Spanish. We also offer brochures on sexual assault to give to our deputies to use on calls. Our program would like to request \$1,000 for FY2025 and \$1,000 for FY2026 to cover these expenses. This request is based off actuals and should be noted that our request is the same from our previous application. We print on average of 1000-1500 brochures per year based on need, at a cost under \$2.00 per brochure. Publications are a critical component to the ability for our program to share information on victims' rights and concerns within the community. Most of our services are provided to victims who have heard of our program through outreach activities, prior to needing the services. Having a strong presence in the community facilitates the transition from being an uninformed citizen to becoming an educated citizen and possibly avoid being victimized.

Additionally we are requesting funds to carry out further outreach activities within the community at schools, churches, and business presentations and events. We would like to be able to purchase items such as T-shirts, stress balls, tote bags, mugs, pencils, and pens. The values calculated below are based on FY2024 actuals. We are requesting \$1,000 in FY2025; this will allow us to purchase 250 Stress Balls (\$250 at \$1.00 each), 60 mugs (\$210 at \$3.50 each), 140 tote bags (\$361.20 at \$2.58 each), 100 pencils (\$110.00 at \$1.10 each) and 55 pens (\$68.75 at \$1.25 each). We are also requesting \$1,500 in FY2026 for these purposes, see breakdown for FY2025. This is not an increase over the last application; however please note this item was not funded in the 2023/2024 application. We are aware that this line item may be determined ineligible for the funding allocations and we would cut this portion from our request at that point.

In FY2025, our request is \$2,000, \$1,000 in publications and \$1,000 for outreach activities. In FY2026, we are requesting \$2,500, \$1,000 in publications and \$1,500 in outreach items. Outreach services allow our program to interact with the community and engage them in our program and the services that we provide. In FY2025 and FY2026, our program will continue to participate in social organizations and community events. Success is measured by the ability to share our program with the community and from the feedback we receive. Our other budget category marks a decrease from FY24 to this application. These calculations are based on actuals and projections.

**SFY 2025 & 2026 Victim Services Funds
Budget - Proposed**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

	SFY 2025 DVS Proposed	SFY 2025 Anticipated other Resources	SFY 2025 Total Budget	SFY 2026 DVS Proposed	SFY 2026 Anticipated other Resources	SFY 2026 Total Budget
Personnel						
Salaries	\$78,936.50	\$22,606.14	\$101,542.64	\$82,883.34	\$23,736.44	\$106,619.78
Payroll Taxes	\$7,104.30	\$2,958.58	\$10,062.89	\$7,459.51	\$3,108.53	\$10,568.04
Health Insurance/Med. Benefits	\$40,760.80	\$12,153.41	\$52,914.21	\$44,021.67	\$13,125.68	\$57,147.35
Other Benefits	\$7,554.22	\$7,639.57	\$15,193.79	\$7,931.93	\$8,021.56	\$15,953.49
Subtotal	\$134,355.82	\$45,357.71	\$179,713.53	\$142,296.45	\$47,990.21	\$190,286.66
Operating Expenses						
Office Space - Rent	\$0	\$0	\$0	\$0	\$0	\$0
Shelter Space - Rent	\$0	\$0	\$0	\$0	\$0	\$0
Utilities - Office	\$0	\$0	\$0	\$0	\$0	\$0
Utilities - Shelter	\$0	\$0	\$0	\$0	\$0	\$0
Communications/E-mail/Internet	\$2,196.00	\$1,666.00	\$3,862.00	\$2,196.00	\$1,666.00	\$3,862.00
Supplies - Office	\$0	\$1,000.00	\$1,000.00	\$0	\$1,000.00	\$1,000.00
Supplies - Shelter	\$0	\$0	\$0	\$0	\$0	\$0
Travel/Mileage	\$300.00	\$1,000.00	\$1,300.00	\$300.00	\$1,000.00	\$1,300.00
Administration/Bookkeeping	\$0	\$1,065.00	\$1,065.00	\$0	\$1,065.00	\$1,065.00
Equipment - Leases/Maint.	\$0	\$970.00	\$970.00	\$0	\$970.00	\$970.00
Office/Shelter - Repairs/Maint.	\$0	\$0	\$0	\$0	\$0	\$0
Insurance	\$0	\$0	\$0	\$0	\$0	\$0
Professional Fees/Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Operating	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$2,496.00	\$5,701.00	\$8,197.00	\$2,496.00	\$5,701.00	\$8,197.00
Emergency Assistance						
Emergency Financial Asst.	\$3,600.00	\$5,000.00	\$8,600.00	\$3,600.00	\$5,000.00	\$8,600.00
Other Emergency Assistance	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$3,600.00	\$5,000.00	\$8,600.00	\$3,600.00	\$5,000.00	\$8,600.00
Training						
Registration	\$1,300.00	\$0	\$1,300.00	\$1,300.00	\$0	\$1,300.00
Travel/Hotels/Meals	\$1,673.00	\$0	\$1,673.00	\$1,739.70	\$0	\$1,739.70

**SFY 2025 & 2026 Victim Services Funds
Budget - Proposed**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Other Training	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$2,973.00	\$0	\$2,973.00	\$3,039.70	\$0	\$3,039.70
Other						
Publications/Advert./Outreach/Engagement	\$2,000.00	\$0	\$2,000.00	\$2,500.00	\$0	\$2,500.00
Prevention	\$0	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$2,000.00	\$0	\$2,000.00	\$2,500.00	\$0	\$2,500.00
TOTAL	\$145,424.82	\$58,058.71	\$201,483.53	\$153,932.15	\$58,691.21	\$212,623.36

**SFY 2025 & 2026 Victim Services Funds
DVS Expectations**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

All recipient receiving DVS funding are required to meet the following expectations:

- 1. Fundamental Services to Victims of Crime**
- 2. Strong Community Collaboration**
- 3. Community Engagement**

The narratives for each of the expectations should:

- * Describe the planning, development, and implementation it will take to achieve each expectation.
- * Describe the means by which efforts will be measured.
- * Demonstrate how efforts will address the community needs.

1. Fundamental Services to Victims of Crime:

Objective: Continue and enhance delivery of victim services:

Activity 1A: The coordinator, advocate and volunteers review the calls for service and make contact with victims of crime on a daily basis. We provide clients with services offered by the program including: crisis intervention, personal advocacy, safety and security planning, extra patrol (law enforcement intervention), transportation, act as a liaison between the victim and law enforcement on questions regarding the status of the case, emergency financial assistance, assist in requesting crime victim compensation, provide emergency shelter and food, hospital response, assist with referral to other agencies for counseling, and follow up contact regarding the status of the case, orientation to the criminal justice system and provide written information to them, and provide information on the Wyoming Statewide Automated Victim Information and Notification System (VINE). Through these services, we provide quality care to our clients to aid them with the assistance and services they need. We are continually developing ways of streamlining our services for the public. If we are unable to provide resources, we rely heavily on our community partner organizations and refer those clients to those community services.

Activity 1B: Victim Services are successful in Laramie County, partly due to our dedicated volunteer. As with any volunteer service, it often becomes hard to retain and recruit new volunteers. Since the last application, we have lost four of our previous volunteers. All of our volunteers attend a 40-hour initial training with updated monthly trainings. Volunteers are on call on the off hours of the paid staff during nights and weekends. All volunteers are trained to provide all of the above services and can assist victims of crime immediately when requested by victims or called out by deputies. Recruitment of volunteers is continual through word of mouth and community collaboration. The office is active in putting out information and requests for volunteers, as they are always needed. Without these volunteers, our services are not effective or efficient within our community. We are finding it increasingly difficult to attract quality volunteers who can assist on a long-term basis.

Activity 1C: We strive to continue our education and coordination with law enforcement officers in various trainings and services, as they are usually the first contact for victims. The coordinator will ask for extra patrols if requested by the victims and discuss the cases involving victims and what services we are providing to the crime victims. It is a team effort that builds a positive working environment and best meets the needs of our clients. Our office has been providing a more intense orientation and partnership with new and existing deputies to facilitate open communication and resource coordination. This orientation training also includes civilian personnel and includes refresher trainings. This has made a significant change to our departmental operations to better assist victims.

Activity 1D: We enhance our provided victim services by identifying and training a cadre of committed, long-term volunteers in the advanced elements of victim services, including case management and data access. The Victim Services Coordinator will work with the Sheriff's command and human resources staff to obtain necessary clearances for these identified volunteers and to provide additional training over the course of the volunteer period. The intent is to increase outreach to remote rural residents and utilize all of the volunteers to better serve our victims. We also coordinate with our rural deputies and other agencies to better serve Eastern Laramie County.

Measurement of Activities: We will measure our objective by the ability to provide resources to both victims and other partnerships within the community. Feedback is critical, as is participation in our program and the involvement from the Sheriff's Office. Our main measurement is the ability to provide sufficient outreach services and resources to victims of crime.

**SFY 2025 & 2026 Victim Services Funds
DVS Expectations**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

2. Strong Community Collaboration:

Objective: Connect victims to community resources by attending and staffing cases in collaboration with community partners.

Activity 2A: The coordinator, advocate and advanced volunteers will attend monthly meetings with the Coordinated Community Response Team (CCRT) to coordinate services and avoid duplication of efforts for victims of sexual assault and domestic violence cases. We work closely with the City of Cheyenne to coordinate efforts and services to the victims within our community. This team also provides community awareness by talking to students at the local high schools on sexual assault and domestic violence. Agencies that participate in these meetings are Safehouse Sexual Assault and Domestic Violence program, FE Warren Air Force Base Sexual Assault Response and Prevention Office, Cheyenne Police Department Victim Assistance, City/County Health Department, Sexual Assault Nurse Examiner (SANE), Safe Harbor, Court Appointed Special Advocates (CASA) and the District Attorney's Victim Witness Coordinator.

Activity 2B: The coordinator, advocate and advanced volunteers attend and participate in the Child Protection Team meetings. At these meetings, cases involving physical and sexual abuse to children are staffed and discussed. Each case that is staffed includes a plan to connect child victims along with family members to the appropriate service agencies within the community. The plan is put into place and the service agencies that work with the child victim and family members follow up and make sure that the services are being utilized appropriately. Our Coordinator makes the initial contact with the victim and assists in these meetings as required. We are very careful to keep juvenile information confidential when outside agencies attend.

Activity 2C: The coordinator, advocate and advanced volunteers work with all community resources and attend meetings as requested. We are involved in the Behavioral Health Action Team Meeting to ensure that we are providing wrap around services for shared victims. We work to ensure that coordination of all community services are made and are not duplicated.

Measurement of Activities: We will measure our activities by our ability to avoid duplication of resources, and our involvement and active participation in collaborating with other community providers and programs.

3. Community Engagement:

Objective: To increase awareness and responsiveness to victims' issues throughout Laramie County communities.

Activity 3A: The Victim Services Coordinator and Advocate will provide outreach training to advanced volunteers and other deputies to allow for increased outreach efforts to community organizations. Various outreach activities include, classroom presentations and community and church appearances. We also provide brochures and promotional materials for awareness of crime victims throughout all of the communities. We participate in Sexual Assault Awareness, Violence against Women Awareness and other fundraising activities held within the community to raise funds to support crime victims throughout the year. These activities occur countywide and are often used to include the outlying communities. It is the office's goal to work with the Pine Bluffs Police Department in outreach efforts in Pine Bluffs. The Pine Bluffs Police Department has new leadership that has increased our presence within the community. We are always looking for qualified volunteers to assist us in outreach efforts in Eastern Laramie County. It is our hope through various activities and outreach that we will find volunteers that live and work in these outlying communities.

Activity 3B: During each year's national campaign for Crime Victims' Rights Week in April, our program will participate in the activities that are held during that weeklong campaign to distribute materials. This is done to promote victims' rights and the services available to the community. During this month, it is important to provide sufficient outreach to our community letting them know about the various services we can provide. It is also a great time to coordinate with other agencies in our community. The Laramie County community is very diverse due to the outlying towns such as Albin, Burns, and Pine Bluffs as well as smaller communities such as Carpenter and Hillsdale. During the month of April, the office will work in coordination with these communities to bring the national campaign to them. Displays, pamphlets and information will be provided to the town halls and community centers.

Activity 3C: In FY's 2025-2026; our program will continue to work with the Cheyenne Police Department to contact local community organizations. It is our goal to attend community clubs and community organizations to present resources offered through victim services, provide brochures, and contact information. Our program has had an increased partnership and involvement with the Laramie County Community College and frequently provides outreach materials, support and forums to discuss sexual assault and victimization issues specific to the college.

**SFY 2025 & 2026 Victim Services Funds
DVS Expectations**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

atmosphere at least twice a year. We are also working on internet cyber safety, a growing concern within the community.

During crime victim's rights week, staff and advanced volunteers disseminate posters, pamphlets, and brochures throughout the community with program contact information. In addition to written information, promotional items with service information on them are disbursed as a remembrance of the week. A number of special events are incorporated into the week's activities. Staff and community experts go into our local schools to warn teenagers on the dangers of predators on the internet, dating violence and sexual assault when requested. During the week, local advocates and volunteers distribute program information and collaborative brochures at local grocery stores, churches and other community gathering spaces. We also work with our agencies Community Relations office and our Laramie County Sheriff's Office Social Media page to help gain awareness.

Measurement of Activities: We will measure our activities by our ability to coordinate with partner agencies to provide information on victim rights and the dissemination of materials. Particular emphasis will be placed on Eastern Laramie County outreach and involvement.

**SFY 2025 & 2026 Victim Services Funds
Services**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

What hours are services available?

Regular office hours: 8-5pm

On-call hours (if applicable): 365/7

Who does your program serve (check all that apply)?

- ✓ Adults
- ✓ Children

Indicate the primary types of victimization your program serves. Please also indicate the percent of each type of victimization.

Adult Physical Assault 8%	Adult Sexual Assault 1%
Adults Sexually Abused/Assaulted as Children %	Arson 1%
Bullying %	Burglary 16%
Child Physical Abuse or Neglect 1%	Child Pornography %
Child Sexual Abuse/Assault 2%	Domestic and/or Family Violence 19%
DUI/DWI Incidents 1%	Elder Abuse or Neglect %
Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other %	Human Trafficking: Labor %
Human Trafficking: Sex %	Identity Theft/Fraud/Financial Crime 11%
Kidnapping (non-custodial) %	Kidnapping (custodial) %
Mass Violence (Domestic/International) %	Other Vehicular Victimization 5%
Robbery %	Stalking/Harassment 2%
Survivors of Homicide Victims 2%	Teen Dating Victimization %
Terrorism (Domestic/International) %	Other (Specify Other) 31%
	Violations of Court 2%, Destruction of Property 13%, Theft 15%, and 1% trespassing

Total:
100.00%

Indicate the primary types of victimization your program serves.

Information and Referral

- | | |
|--|---|
| ✓ Information about the criminal justice process | ✓ Information about victim rights, how to obtain notifications. |
| ✓ Referral to other victim service programs | ✓ Referral to other services, supports, and resources |

Personal Advocacy/Accompaniment

- | | |
|---|--|
| ✓ Victim advocacy accompaniment to emergency medical care | ✓ Victim advocacy/accompaniment to medical forensic exam |
| ✓ Law enforcement interview advocacy/accompaniment | ✓ Individual advocacy |
| ✓ Performance of medical or non-medical forensic exam or interview or medical evidence collection | ✓ Immigration assistance |
| ✓ Intervention with employer, creditor, landlord, or academic institution | ✓ Child or dependent care assistance |
| ✓ Transportation Assistance | ✓ Interpreter Services |

Emotional Support or Safety Services

- | | |
|----------------------------|-----------------------------------|
| ✓ Crisis Intervention | Hotline or crisis line counseling |
| ✓ On-Scene crisis response | Individual counseling |
| ✓ Support Groups | ✓ Other therapy |

SFY 2025 & 2026 Victim Services Funds

Services

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

✓ Emergency financial assistance

Shelter/Housing Services

✓ Emergency Shelter or Safe house

Transitional housing

✓ Relocation assistance

Criminal/Civil Justice System Assistance

✓ Notification of criminal justice events

✓ Victim impact statement assistance

✓ Assistance with restitution

✓ Civil legal assistance in obtain protection or restraining order

✓ Civil Legal assistance with family law issues

✓ Other emergency justice related assistance

✓ Prosecution interview advocacy/accompaniment

✓ Criminal advocacy accompaniment

Other legal advice and/or counseling

SFY 2025 & 2026 Victim Services Funds

Mission Statement

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Provide the program mission statement.

The purpose and the goal of the Laramie County Sheriff's Office Victim/Witness Program, is to enhance the treatment of victims and survivors of crime, and non-criminal crisis situations by providing victims with the assistance and services necessary to speed their recovery; to support and aid them through the criminal justice system; and make referrals to appropriate agencies.

It is the policy of this office to exercise a leadership role in ensuring that victims are treated with courtesy , respect and fairness.

This office will also comply with all state statutes in regards to this area .

**SFY 2025 & 2026 Victim Services Funds
Statement Of Need**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

Please describe how the proposed project will address the needs of crime victims in your community.

Use trends and statistical information of the state, region, and community, as well as any other information deemed necessary to justify the request for funding to serve victims of crime.

Laramie County has a population of 35,180 persons residing in Laramie County's jurisdiction outside of the City of Cheyenne limits in an area of 2,686.5 square miles (2021 Census Estimate). Laramie County is also the first most populated County in Wyoming with 17.4% of the states total population. This population has grown 10.2% since 2000 compared to a 5.9% increase for incorporated Cheyenne. Within this geography, three communities have been identified as areas of special interest for victim services. While our program in all of these communities provides general and primary victim services, each community presents unique issues and needs.

1. Metropolitan Cheyenne is defined by the high-density urban fringe around the incorporated City of Cheyenne. This community is marginalized, in a sense both geographically and socio-economically from mainstream Cheyenne and its services. According to Laramie County Consensus data from 2018-2022, 10.2% of the population is living below poverty guidelines. From a perspective of victim services, higher crime rates, low-income population, rental or substandard housing, substance abuse and mental illness characterize this community. Criminal activity in Metropolitan Cheyenne tends towards domestic violence, vandalism, theft, burglary and destruction of property.

2. Remote Rural: Almost the entire land area of Laramie County has an average population density of one to five persons per square mile (2021 Census Estimate). Agricultural production or unimproved prairie, seclusion, long distances from employment centers, subsistence lifestyles and isolation characterize these areas. Criminal activity in remote rural settings of Laramie County tends towards domestic violence and property crimes to include vehicle thefts. We have seen an increase in sexual assaults within this population as well.

3. Small Towns: The small incorporated communities of Albin 167 residents, Burns 372 residents and Pine Bluffs 1,156 (2021 Census Estimate). Laramie County also has small communities that are not considered jurisdictions such as Carpenter and Hillsdale, which both have populations under 100. The majority of the small town population commutes to Cheyenne or Nebraska for employment. Criminal activities in the small towns tend towards burglaries and domestic violence.

With this pattern, we also see an increase in elder abuse along with a rise in domestic violence cases with intense violence such as strangulation. Victim Services responds to all calls for assistance within Laramie County and serves the distinct populations present. Two primary groups within Laramie County require special attention and assistance from Victim Services. These are the Non-English speaking and the elderly. According to the Laramie County 2009-2019 Consensus data, 6.8% of the population speaks a language other than English. Our county's national origin breakdown is 78.6% white, 14.9% Hispanic and 2.5% Black with 4.0% other. These populations face victimization issues compounded by other factors unique to their community, for example, isolation or economic dependence. Our brochures that have been translated into Spanish and have been very helpful, but recently we are running into populations that speak different dialects and pose a greater challenge. Based on observations made during outreach efforts in the past couple of years, there is a population of primarily Spanish only speakers living in the remote rural and small town communities who are unable to access services and are reluctant to contact law enforcement. Our program has utilized Sheriff Office employees that are able to assist us in translation in various dialects; we have relied heavily on them in numerous cases. Our volunteer is contributing her time for translation in our Spanish speaking communities and has been a wonderful resource. Since the last application, the office has seen an increase in the number of larcenies, burglaries and destruction of property crimes committed within the county. The increase has been both in absolute terms and in percentage of crime and percentage of victim contacts. From Calendar year 2022 (most recent data available), the UCR data shows that the Laramie County Sheriff's Office had 131 assaults, 65 burglaries and 108 larcenies as the high markers of crime in our community. These crimes typically do not have suspects or prosecutions and involve loss of cash, property and due to the theft of personal effects requires efforts to prevent identity theft. During the last year, we have seen an increase in severe domestic violence cases, property crimes and crimes involving victims with mental health or substance use. We are lucky to have another Victim Service provider within the City of Cheyenne, as we work closely together to ensure the population is taken care of to the best of our abilities and with the resources available.

Based on your statement of need, how do you plan to prioritize DVS funding to meet your program's objectives?

DVS funding will be used to support the payroll and benefits for the coordinator and advocate positions along with other program costs such as communications, travel, registration, publications and training. These line items are essential to meeting our program's objectives of continuing to provide the delivery of victim services, connecting victims to community resources and increasing awareness and responsiveness of victim's issues. Having two full time staff members that are dedicated to responding to

**SFY 2025 & 2026 Victim Services Funds
Statement Of Need**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

all victims of crime within Laramie County ensures that no victim is not offered resources . Our staff makes contact with each victim identified by law enforcement in terms of face-to-face, email, mail or phone communications. At this point, we are able to distinguish what services the victim might need. Funding will help us continue to connect and work with our community partners to guarantee the victims are receiving the best care possible. We work hard to provide a warm hand off to other agencies and look at the complete and sometimes comprehensive needs of a victim. Finally funding will help us to continue to educate and mobilize resources surrounding victims of crime in the community. We will continue our outreach efforts throughout the county to bring awareness and responsiveness to victims of crime and the needs surrounding each case. We will work hard to represent the Division of Victim Services and honor the Victim Bill of Rights . DVS funding will support the complete program and help us better serve the victims in our community.

What are the most essential line items that DVS funding will be used for?

Similar to other agencies and organizations overhead operations and personnel are the most costly items to running a program. The Laramie County Sheriff's Office Victim Services program is no exception. The support of personnel costs is essential to the success and sustainability of our department. Without these positions, we would not be able to serve victims of crime within our community. For FY2025 and FY2026 we are requesting that 80 percent of our coordinator payroll expenses come from DVS funding and for the advocate we are requesting that 75 percent of the payroll expenses come from DVS funding. These line items are salaries, health & dental insurance, other benefits and payroll taxes. All other line items are important to the success of the program such as communications, emergency services, travel, and registration, however are more flexible to be offset by other funds if needed . Without funding for payroll and benefits, our program would not be able to continue or would be limited in scope.

**SFY 2025 & 2026 Victim Services Funds
Evaluation / Outcomes**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

How does your program evaluate its success in providing meaningful services to victims of crime?* Describe how the program will measure outcomes and evaluate quality services. Identify the data that will be collected to address your outcomes and how the data will be used to improve services.

The effectiveness of the assistance that the Victim Services program offers is measured directly by the victims. The program is in contact with crime victims by phone, direct contact, letter or e-mail on a daily basis. The victim is tracked on a victim intake form, with contacts made and the services that are provided being documented. The program measures the quality and quantity of services based on our four established goals: fundamental services to victims of crime, strong community collaboration, community engagement and service of special populations.

Each client that the office meets with is tracked to include age, race, gender, economic status, employment, address, phone number, relations and also rural remoteness, Spanish speaking and special needs/disabilities. This data is then used to determine the services needed for each client and what resources we can provide. We use the data to address and fine-tune our future response efforts for meeting the community needs. As advocates we are able to measure the quality of services provided to victims through personal contact and feedback from the victims themselves, collaboration on victim information with responding deputies/detectives, statistical information and follow up contact and case review as to the services offered. We make notes on if there were more services that could have been provided. Sometimes we lack the resources necessary to provide the quality and quantity we wish we could. This is where our community partnerships come into play along with our donation funds.

Our program also considers all desk review and site visit feedback before making further decisions on the program and services we provide. We rely heavily on our community partners to hold us accountable and measure the success of working together to serve victims. We constantly monitor our program and adapt to new patterns or existing trends in addressing victim needs.

Describe how your program collects information from community stakeholders and collaborating agencies to identify gaps in services. Additionally, how do you use this information to reduce inefficiencies and duplication of services?*

After initial contact, the victim is referred to the Laramie County Sheriff's Office Victim Services Website to complete a survey. These surveys are returned to the office command staff. Historically, the response rate on these surveys has been very poor. To increase responses, we have been working with the command staff to identify which victims responded and to follow-up by phone and mail contacts with victims who have not completed surveys to gather the information. Our goal for FY 2025-2026 is a 25% survey completion through these methods, not counting victims who have left the area or are otherwise unreachable. This is a lofty goal based on our historical participation rates on these surveys, but we recognize that they are important for maintaining funding and providing documentation on services provided. The coordinator and advocate keep track of statistical information on each victim served, and what services were given until the completion of the case. Then a file is maintained that includes all of the statistics relating to each case for a period of five years. This provides access for continual measurement and future victim contact information. After that five-year period, these files are properly destroyed.

Each client's situation is unique and we learn from each experience on a case-by-case basis. The clients dictate how we measure the impact of services. We often see patterns or instances of high rates of a certain crime or need in the community. Our success is measured by how we meet that need. The full circle comes down to the resources that we have available to work with for assisting our clients effectively. Word of mouth is currently our best measure for the outcomes of the population that we serve. We put out the surveys, but often times the population we serve are at a point in their lives where a simple survey is not important to them. The office measures the outcome of our referrals through follow-ups on referred cases in the various collaborative meetings that are held. Similarly, other agencies provide feedback on our services based on their experiences with referrals to our agency. We receive this feedback through emails, mail, voice and face-to-face communication. We then take this feedback and continuously modify our program and evaluate our weaknesses.

**SFY 2025 & 2026 Victim Services Funds
Outreach**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

How do crime victims find the program and access services? Describe outreach activities and how the program enhances awareness of victims' issues and services in the community.

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What underserved populations has your program identified within your service area? How do the identified populations access services?

Due to recent patterns of crime and victimization, it has become evident that we need to strengthen our outreach efforts to include more expansive limited English services, as well as, special population services to include the elderly and the LGBTQ population. These populations are increasingly targeted for victimization and additional time and resources are spent on these cases. These cases often are complex, require detailed resources, and follow up services. We have worked to acquire brochures and information on scams and fraud that is geared towards the elderly. These will be put in various locations for ease of access.

We are noticing increased patterns of victims in these communities and want to be able to address and provide appropriate support and resources. These smaller communities are isolated and the general population is unaware of victim services and the support our programs can offer. The cycle of violence is often perpetual in these communities; we need to provide additional support, resources and efforts to break the progression of violence. We keep track of our statistics to look for emerging trends in crimes and victims. If we find a certain population that are being victimized then we pay attention to that pattern. We make sure that we have appropriate resources to address their unique needs. In the case of the Limited English speaking population we have materials translated into Spanish, we have Spanish speaking volunteers and deputies that can assist with translations. To fulfill the needs of the populations identified as underserved we work hard to ensure that we are flexible to any unique needs. We treat every case separately and adjust our resources and approach to fit the needs of the victim.

**SFY 2025 & 2026 Victim Services Funds
Sustainability**

Organization: Laramie Co Sheriff's Office VW Program

SFY-2025/26-Laramie-LCSO VW-00012

What efforts has your program taken to enhance financial resources apart from DVS funding?

The County, Sheriff's Office and our program are committed to working together to make this program succeed. These commitments show the level of appreciation for victim services over time through the DVS's efforts and by our program's efforts to demonstrate the value of the services throughout the community. We will continue to serve our community with the ongoing support of the Laramie County Sheriff's Office and the Laramie County Board of Commissioners.

This program has been successful in obtaining donations from local businesses to meet victim needs (reducing emergency services costs) and for promotional items used in outreach activities. We will continue these local efforts and partnerships, as well as, work to seek funding from community organizations to finance service expansions, (i.e. Spanish-only population outreach). The local community is receptive and supportive of our efforts and often contributes services and goods. Our program has been hosting a golf tournament for the past seven years and this has aided the program tremendously. We purchase all gift cards out of this funding stream, as well as, items such as food and clothing and it even meets the needs of some of our unique cases, such as crime scene clean up.

We have discussed internally a sustainability plan, and we have commitment from the County and Sheriff's Office that this program is vital and if funding were to disappear, we would do everything possible to allow the program to continue its work in the community. If funding from the division was removed, the Sheriff's command staff and County Commissioners would be notified immediately and meetings would be scheduled to detail the transition of the program from grant funds to county operations. Realistically speaking, the transition that would be very complex and detailed and is something cannot be predicted until it happens.

What percentage of your program's overall operating budget is not covered by DVS funding?

27%

How will community trust, credibility, and support for the program be sustained?

The Laramie County Sheriff's Victim Witness program has been working every year in the community since 1999. We work with churches, schools, law enforcement, government, community functions and fundraisers as well as organizations etc... to ensure that people are aware of our ability to help. The communities we serve are very important to our office's success and us. Referrals and word of mouth is incredibly important in these small communities and we want our clients to trust us in the efforts that we put forth. We are continuously evaluating our office and the services that we provide. Our office experiences changing dynamics based on the year or economy and the need to be able to adapt to those changes. With this awareness, we are continuing to build trust in our community of Laramie County.

Our program cannot be successful in these efforts without relying heavily on our excellent volunteers. The office command staff, County Commissioners and Victim Services Coordinator have developed a plan to increase the role and responsibility of the volunteer pool currently utilized by the program. These volunteers will be trained and cleared to access criminal information and victim files. It is a factor also that we have a limited number of volunteers in our larger community and need additional resources. Our new volunteer coordinator will assist in these efforts.

Even with the ability of volunteers to assist, our office is increasingly finding it hard to attract and retain quality volunteers that can handle the stressful nature of victim services. A large number of our calls for assistance have become increasingly time consuming and are complex in nature and require detailed assistance and resources. Furthermore, by operating a more efficient program, we will have reduced potential liability incurred by the county if this program were required to be funded internally.

What are your program's goals for long-term sustainability?

Our program wants to continue to grow and serve victims of crime; we are a governmental program that relies on our Sheriff's Office and the County Commissioners as a whole. Our primary goal for sustainability is to expand our volunteer program. We have struggled with recruiting and retaining qualified volunteers. Our program has seen some staff turnover and changes in positions and some volunteers moving on to full time jobs not having the time to serve in a volunteer capacity. Having two full time employees allows us flexibility in sharing on call schedules, but having a reliable volunteer would assist. For the next year, our goal is to expand our volunteer base to at least three individuals. We have two candidates that are interested in signing up and completing the 40-hour

SFY 2025 & 2026 Victim Services Funds
Sustainability

Organization: Laramie Co Sheriff's Office VW Program

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training. For year, three and five we hope to be back up to five volunteers.

We will continue our fundraising efforts to ensure that we have funds to properly serve all victims with their needs . These fundraising efforts allow us the flexibility to work with victims and build our community partnerships . Our main fundraising effort is a golf tournament. Through this, we are able to educate the community on our program and the needs victims have in the aftermath of a crime. We are always looking for other fundraising opportunities.

Our goal for the next five years is to continue to expand our program. We are working with our rural deputies to make sure our services reach the outlying communities and portions of the county outside of the City of Cheyenne limits. We want to work on growing our Spanish translators and materials to continue to serve the limited English speaking population. We want to work on growing resources to help the elderly with fraud and identify theft crimes. We have plans and resources to put into action in the smaller communities, such as brochures and presentation opportunities.

**SFY 2025 & 2026 Victim Services Funds
Collaboration**

Organization: Laramie Co Sheriff's Office VW Program

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What other agencies and community partners does your organization work with in your community?

Describe how your program collaborates with these agencies and community partners to serve victims of crime.

The Laramie County Sheriff's Office Victim/Witness Program has a strong working relationship with other victim services agencies within our community. In working closely as an interdependent web with the other service agencies, we ensure that the victim is getting the appropriate service with no duplications. The current working relationship with other agencies continues to build and work more efficiently with the influence of outside forces such as the economy.

We work closely with the Cheyenne Police Department Victim Assistance Program, Safehouse Sexual Assault Services, Laramie County District Attorney's Office Victim/Witness Program, Cheyenne Regional Medical Center (Sexual Assault Nurse Examiner) SANE Program, Life Choice Pregnancy Center, CASA of Laramie County (Court Appointed Special Advocate), F.E Warren Air Force Base Sexual Assault and Prevention and Response Office, LCCC Security Services, Equal Justice, VOA Counselors, Home Instead, LIV Health Services, Community Action, Non-profits, Department of Family Services Family Support, Case Managers and Benefit Support Specialists, along with private counseling practices, We also work with churches, schools and the Peeps Program at LCSD#1 and the Family Support Program. Our community has also initiated a 211 system that provides a great deal of support to our program and allows easy access to other social service assistance agencies. The various local interagency groups provide a platform for these relationships, i.e. the Coordinated Community Response Team.

Describe how your program resolves conflicts or disputes with other service providers in your community.

We feel that we have a good relationship with other service providers within the community. All of our local programs have seen some staff turnover and new personnel has worked together to navigate these changes. All programs and service organizations work together to make sure that we are providing the best services to victims of crime. We each have our own restrictions and abilities and we find the best way to navigate these is through open and honest communication. We run into challenges in not being able to share confidential information with Safe Harbor, but are still able to work as a team. If there is a conflict, we try to state that immediately so that it has no impact on the victim.

We rely on the working relationship that we have established with these agencies throughout the years and we rely on other service providers in the community to help in delivering quality services. Our program provides victims with referrals to the Salvation Army and Needs Inc., (food, clothing and household items), COMEA Shelter (homeless), and other agencies within the Laramie County Community Partnership. The coordinator as time allows, wants to become more involved in these partnering agencies and maybe even serve on a few of the boards.

Since the last application, we have relied heavily on our working relationships with Liv Health Services and Home Instead to coordinate wrap around services for the elderly population to include case coordination, Medicaid waivers and supporting the unique needs of the elderly within the community. This has been a large need within our community and we see the elderly being increasingly exposed to crimes.

Our program works in conjunction with the law enforcement agency, that allows us to identify and assist victims of crimes where no suspect is identified and no charges are filed. Nine out of ten calls for services does not result in a charge; with our current partnership, we are able to have immediate knowledge of these victims.

The population of Laramie County will greatly benefit from this proposal. The Laramie County Sheriff's Office Victim Witness program has been active over twenty-one years and has been very successful at reaching and serving a large percentage of the population through different instances of victimization or crime. We have made a presence in the community and continue to provide outreach efforts to broaden our services. Our program recognizes that we would not be successful without the funding and support of the Division of Victim Services and the trust of our community.

Identify any training or technical assistance needs to assist your agency in more collaboration with other community organizations?

At this time, we have no training or technical assistance needs. We are happy with the division's decision to open up trainings outside of Wyoming. We have received helpful guidance and feedback in FY2024 and we are ready to move into another year.

**SFY 2025 & 2026 Victim Services Funds
Eligibility Documents**

Organization: Laramie Co Sheriff's Office VW Program

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Each proposal must include one set of current eligibility documents (1 copy of each). Applications with missing eligibility documents will be considered incomplete.

Non-Profit Organizations

IRS confirmation of Federal Identification Number

Current Certificate of Good Standing with the unemployment insurance requirements of Wyoming (exempt if fewer than 4 employees or employees work less than 20 weeks in a calendar year.)

Current Certificate of Good Standing with the Wyoming Worker's Safety and Compensation Act

Articles of Incorporation

Organizational by-laws

Current Board of Directors Roster including mailing addresses and contact information

Current Secretary of State Annual Report

Circular A-133 Audit (for programs who receive an aggregate of \$500,000 or more in federal funds)

Governmental/Public Entities

https://grants.wyoming.gov/_Upload/106060_1085908-LaramieCountyUI.pdf

Current Certificate of Good Standing with the unemployment insurance requirements of Wyoming (exempt if fewer than 4 employees or employees work less than 20 weeks in a calendar year.)

https://grants.wyoming.gov/_Upload/106060_1085909-GoodStandingWC179640_030624103205.pdf

Current Certificate of Good Standing with the Wyoming Worker's Safety and Compensation Act

Circular A-133 Audit (for programs who receive an aggregate of \$500,000 or more in federal funds)

**SFY 2025 & 2026 Victim Services Funds
Assurances**

Organization: Laramie Co Sheriff's Office VW Program

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- ✓ I have reviewed W.S. 1-40-118

- ✓ I have reviewed the DVS Current Rules Chapters 1 through 11
Rules Search Criteria
Agency: Select Attorney General
Program: Select Victim Services
Rule Type: Select Current Rules and Regulations

- ✓ I have read and approved this request for funding.

Governing Entity
Laramie County Commissioners

Date
3/19/2024

2025 Victim Coordinator Position (Tracy)

	Total Comp 2025	80%	20%	Allowed Percentages	Total Amount	New 80% Total	New Match Total
Payroll	\$ 55,590.44	\$ 44,472.35	\$ 11,118.09				
WC	\$ 1,256.34	\$ 1,005.08	\$ 251.27	1.35%	\$ 750.47	\$ 600.38	\$655.97
Retire	\$ 8,156.69	\$ 6,525.35	\$ 1,631.34	9.37%	\$ 5,208.82	\$ 4,167.06	\$ 3,989.63
Health	\$ 20,437.92	\$ 16,350.34	\$ 4,087.58				
Dental	\$ 1,064.88	\$ 851.90	\$ 212.98				
SS	\$ 3,446.61	\$ 2,757.29	\$ 689.32	6.20%			
Medicare	\$ 806.06	\$ 644.85	\$ 161.21	1.45%			
Life	\$ 101.85	\$ 81.48	\$ 20.37				
	\$ 90,860.79	\$ 72,688.64	\$ 18,172.16				

2025 Victim Advocate Position (Heidi)

	Total Comp 2025	75.00%	25.00%	Allowed Percentages	Total Amount	New 75% Total	New Match Total
Payroll	\$ 45,952.20	\$ 34,464.15	\$ 11,488.05				
WC	\$1,038.52	\$778.89	\$259.63	1.35%	\$ 620.35	\$ 465.27	\$573.25
Retire	\$6,833.40	\$5,125.05	\$1,708.35	9.37%	\$ 4,305.72	\$ 3,229.29	\$3,604.11
Health	\$29,981.40	\$22,486.05	\$7,495.35				
Dental	\$1,430.01	\$1,072.51	\$357.50				
SS	\$2,849.04	\$2,136.78	\$712.26	6.20%			
Medicare	\$666.31	\$499.73	\$166.58	1.45%			
Life	\$101.85	\$76.39	\$25.46				
	\$ 88,852.73	\$ 66,639.55	\$ 22,213.18				

Tracy	Total Comp 2024
Payroll	\$ 52,943.28
WC	\$ 1,196.52
Retire	\$ 7,768.28
Health	\$ 18,924.00
Dental	\$ 986.00
SS	\$ 3,282.48
Medicare	\$ 767.68
Life	\$ 97.00
	\$ 85,965.24

Heidi	Total Comp 2024
Payroll	\$ 43,764.00
WC	\$ 989.07
Retire	\$ 6,508.00
Health	\$ 27,760.56
Dental	\$ 1,324.08
SS	\$ 2,713.00
Medicare	\$ 635.00
Life	\$ 97.00
	\$ 83,790.71

2026 Victim Coordinator Position (Tracy)

	Total Comp 2026	80%	20%	Allowed Percentages	Total Amount	New 80% Total	New Match Total
Payroll	\$ 58,369.97	\$ 46,695.98	\$ 11,673.99				
WC	\$ 1,319.16	\$ 1,055.33	\$ 263.83	1.35%	\$ 787.99	\$ 630.40	\$688.77
Retire	\$ 8,564.53	\$ 6,851.62	\$ 1,712.91	9.37%	\$ 5,469.27	\$ 4,375.41	\$ 4,189.12
Health	\$ 22,072.95	\$ 17,658.36	\$ 4,414.59				
Dental	\$ 1,150.07	\$ 920.06	\$ 230.01				
SS	\$ 3,618.94	\$ 2,895.15	\$ 723.79	6.20%			
Medicare	\$ 846.36	\$ 677.09	\$ 169.27	1.45%			
Life	\$ 106.94	\$ 85.55	\$ 21.39				
	\$ 96,048.92	\$ 76,839.14	\$ 19,209.78				

2026 Victim Advocate Position (Heidi)

	Total Comp 2026	75.00%	25.00%	Allowed Percentages	Total Amount	New 75% Total	New Match Total
Payroll	\$ 48,249.81	\$ 36,187.36	\$ 12,062.45				
WC	\$1,090.45	\$817.83	\$272.61	1.35%	\$ 651.37	\$ 488.53	\$601.92
Retire	\$7,175.07	\$5,381.30	\$1,793.77	9.37%	\$ 4,521.01	\$ 3,390.76	\$3,784.31
Health	\$32,379.92	\$24,284.94	\$8,094.98				
Dental	\$1,544.41	\$1,158.31	\$386.10				
SS	\$2,991.49	\$2,243.62	\$747.87	6.20%			
Medicare	\$699.62	\$524.72	\$174.91	1.45%			
Life	\$106.94	\$80.21	\$26.74				
	\$ 94,237.71	\$ 70,678.28	\$ 23,559.43				