

Grantee Training Requirements

This document lists training that is (1) required for all CVSSD grants and (2) required for your specific grant fund.

What if my agency receives a grant that is not listed here?

If your grant fund is not listed in this document, then your agency is only required to complete the training under **All Grants**. ALL CVI grants follow the training guide in the CVI RFA.

What if my agency receives more than one of the grant funds listed here?

If you have multiple grants listed in this document, your agency is required to complete the training listed for *each* grant fund, plus the training under **All Grants**.

**** Some training links may be temporarily unavailable. Contact your fund coordinator for training options.**

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All Grant Funds

Who is required	Topic	When/Frequency	Source
All CVSSD Funded Staff, Project Volunteers, and Board of Directors/ Leadership	Civil Rights	All staff and volunteers must complete the full CVSSD online training and complete at least one module of the OCR Online Training within 6 months. Training is completed 1x every two years.	CVSSD Civil Rights & Grants Training - English CVSSD Civil Rights & Grants Training – Spanish Office of Civil Rights (OCR) Online Training
All CVSSD Funded Staff	Crime Victims Compensation Program (CVC)	All grant-funded staff must attend CVSSD- sponsored Crime Victims' Compensation (CVC) training at least once every four years. This must be completed within the first six months of employment. Grant-funded programs must ensure that all	CVSSD Crime Victims Compensation - Primer CVSSD Crime Victims Compensation - Applied CVSSD Crime Victims Compensation for Child Advocacy Centers

		direct service staff receive training on CVC.	
All organizations are encouraged to have at least one staff complete.	Address Confidentiality Program (ACP)	Victim Advocates who are looking to become a Certified ACP Application Assistant must complete this training for certification and repeat it for recertification every two years.	CVSSD Address Confidentiality Program Training

CAMI MDT

Funding Focus: Child Abuse Multidisciplinary Teams			
Who is required	Topic	When/Frequency	Source
All MDT Members and Personnel Conducting Child Abuse Investigations and Interviews	Karly's Law	Annually	Karly's Laws Training (Oregon Child Abuse Solutions)
All MDT Members and Personnel Conducting Child Abuse Investigations and Interviews	Risk assessment, Dynamics of child abuse, Child sexual abuse, and rape of children, and Forensic interviewing	1x and ongoing as appropriate for the member's role	Training satisfying the requirement should be appropriate to the MDT member's role (see OCAS training and resource guide for suggestions)

Designated Medical Professionals	Conducting Medical Assessments		Training in conducting child abuse assessments (see OCAS training and resource guide and National Standards of Accreditation for Children's Advocacy Centers (2023 Edition) for suggestions)
Child Forensic Interviewers	Child Forensic Interviewing		Oregon Child Forensic Interview Training (OCFIT) (Oregon Child Abuse Solutions) <i>See also</i> Forensic Interviewer Onboarding

CAMI (continued)

Who is required	Topic	When/Frequency	Source
Nonprofit Board of Director Members of Organizations Administering Funds on Behalf of MDTs	Training should include: Board Rules & Responsibilities, Civil Rights, Confidentiality, DEI. Core Victim Services, and Any other training specified in current RFA(s).	12 hours within the first year. Training beyond the initial 12 hours should be on-going.	Rights, Roles and Responsibilities as a Nonprofit Officer Laws and Guides for Charities

CFA

Funding Focus: Government-based			
Who is required?	Topic	When/Frequency	Source
All CFA funded staff	Successfully complete the State Victim Assistance Academy (SVAA).	Completion is required within the first year of the CFA grant cycle	Oregon State Victim Assistance Academy – NCVLI

CFA (continued)

Who is required?	Topic	When/Frequency	Source
Volunteers and interns supporting the CFA Grant and providing direct services	<p>Successfully complete the online Office for Victims of Crime (OVC), Victim Assistance Training (VAT) during CFA grant cycle.</p> <p>Alternatively, the volunteer/intern supervisor may develop a training plan to consist of a minimum of 40 hours based upon the needs of the program and volunteers.</p> <p>Volunteers and interns not providing direct service should minimally be informed on the basics of providing services to victims of crime.</p>	Completion is required during the grant cycle and before providing direct services.	Office of Victims of Crime Training & Technical Assistance, Victim Assistance Training Online

ODSVS

Funding focus: Provision of advocacy services to survivors of domestic and sexual violence. Recipients of ODSVS funds include Tribal Nations victim services programs and non-profit organizations.			
Who is required?	Topic	When/Frequency	Source
Staff – Direct Service OR Volunteer – Direct Service	Core Services All direct service staff must complete a minimum of 40 hours of direct service-related training before working independently with victims & survivors.	Prior to working independently with victims & survivors. Training beyond the initial 40 hours should be on-going.	Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training Sexual Assault Specific Advocate Certification Training - Oregon Sexual Assault Task Force
Staff – Non-direct Service OR Volunteer - Non-direct Service	Core Services All staff not providing direct service should minimally be informed on the basics of providing services to victims of crime.	Training content and number of training hours for staff and volunteers not providing direct services is at the discretion of the organization or program.	Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training Addressing the Root Causes of Violence and Abuse - Oregon Sexual Assault Task Force

ODSVS (continued)

Who is required?	Topic	When/Frequency	Source
Board of Directors	Training should include: Board Rules & Responsibilities, Core Victim Services, Confidentiality, Civil Rights, and DEI.	<p>All Board members must complete a minimum of 12 hours within the first year.</p> <p>Training beyond the initial 12 hours should be on-going.</p>	<p>Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training</p> <p>OR</p> <p>Addressing the Root Causes of Violence and Abuse - Oregon Sexual Assault Task Force</p> <p>OCADSV Privilege and Confidentiality (English)</p> <p>OR</p> <p>OCADSV Privilege and Confidentiality (Spanish)</p> <p>Laws and Guides for Charities</p> <p>AND</p> <p>Rights, Roles and Responsibilities as a Nonprofit Officer</p>

SASP

Funding Focus: Nonprofit, nongovernmental or tribal organizations providing services to sexual assault survivors			
Who is required?	Topic	When/Frequency	Source
Staff – Direct Service OR Volunteer – Direct Service	Core Services All direct service staff and volunteers must complete a minimum of 40 hours of direct service-related training before working independently with victims & survivors.	Prior to working independently with victims & survivors. Training beyond the initial 40 hours should be on-going.	Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training Sexual Assault Specific Advocate Certification Training - Oregon Sexual Assault Task Force

All grant funded SASP staff that provide direct services	<p>Advanced Sexual Assault Training (minimum of 24 hours)</p> <p>Training on Population and Culturally Specific Services and Practices may substitute for a portion of the required Advanced Sexual Assault Training hours.</p>	<p>Complete training within 24 months prior to start of SASP grant.</p> <p>Complete training hours within the first 6 months of the grant or within 6 months of the hire date (if not completed prior to the grant starting).</p>	See the <i>SASP Training Requirement and Resources</i> on the Grant Funds - SASP page on the CVSSD website for a list of training and webinar options.
Designated Population Specific Lead and Liaison/ Population Specific Core Team members	<p>Population and Culturally Specific Services and Practices Training (minimum of 24 hours)</p> <p>* Required if organization does not meet the criteria of population specific program or a population specific program within a larger organization.</p>	<p>Complete training within 24 months prior to start of SASP grant.</p> <p>Complete training hours within the first 6 months of the grant or within 6 months of the hire date (if not completed prior to the grant starting).</p>	See the <i>SASP Training Requirement and Resources</i> on the Grant Funds - SASP page on the CVSSD website for a list of training and webinar options.

Director/staff completing annual progress reports	Sample SASP Subgrantee Annual Progress Report Form - English OR - Español	1x and repeat as recommended	SASP (and STOP) How to Guide: Complete a Subgrantee Progress Report - English OR - Español SASP Subgrantee Reporting Form Instructions - English OR - Español SASP Formula: Completing a Subgrantee Report - Training Video
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VAWA

Funding Focus: VAWA Competitive for Law Enforcement, Prosecution or Courts includes State, Government-based, Tribal or Nonprofit “applying for the benefit of Law Enforcement, Prosecution or Courts”			
Who is required?	Topic	When/Frequency	Source
Director/staff completing annual progress reports	STOP Formula Grant Program Annual Subgrantee Report Form – English OR - Spanish	1x and repeat as recommended	STOP (and SASP) How to Guide: Complete a Subgrantee Progress Report – English OR - Spanish STOP Formula Subgrantee Reporting Form Instructions – English OR - Spanish STOP Formula: Completing a Subgrantee Report – Training Video
Staff – Direct Service OR Training focus in approved project includes federal	All direct service staff or those approved with project must remain proficient in project area of expertise as approved.	Repeat as recommended	See RFA for specific instructions on training requirements.

statutory purpose area 1 through 20 or approved training for LE, P or Courts; and Prosecution Certification			
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VAWA (continued)

Who is required?	Topic	When/Frequency	Source
Staff – Direct Service OR Volunteer – Direct Service	Core Services All direct service staff must complete a minimum of 40 hours of direct service-related training before working independently with victims & survivors.	Prior to working independently with victims & survivors. Training beyond the initial 40 hours should be on-going.	State Victim Assistance Academy (SVAA) Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC) Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training Sexual Assault Task Force (SATF) OR Submit a 40-hour training plan for CVSSD approval that covers topics relevant to the STOP VAWA funded staff position(s).

VAWA: Nonprofit and Tribal Based

Funding Focus: Nonprofit and Tribal (community-based)			
Who is required?	Topic	When/Frequency	Source
Director/staff completing progress reports	STOP Formula Grant Program Annual Subgrantee Report Form – English OR - Spanish	1x and repeat as recommended	STOP (and SASP) How to Guide: Complete a Subgrantee Progress Report – English OR - Spanish STOP Formula Subgrantee Reporting Form Instructions – English OR - Spanish STOP Formula: Completing a Subgrantee Report – Training Video
Staff – Direct Service OR Volunteer – Direct Service Training focus in approved project includes federal statutory purpose area 1 through 20 or approved	Core Services All direct service staff must complete a minimum of 40 hours of direct service-related training before working independently with victims & survivors.	Prior to working independently with victims & survivors. Training beyond the initial 40 hours should be on-going.	State Victim Assistance Academy (SVAA) Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC)

Who is required?	Topic	When/Frequency	Source
Board of Directors	<p>Training should include: Board Rules & Responsibilities, Core Victim Services, Confidentiality, and Civil Rights.</p> <p>All other training specified in current RFA(s).</p>	<p>All Board members must complete a minimum of 12 hours within the first year.</p> <p>Training beyond the initial 12 hours should be on-going.</p>	<p>Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC)</p> <p>Laws and Guides for Charities</p> <p>Rights, Roles and Responsibilities as a Nonprofit Officer</p>
training for Victim Services			<p>Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training</p> <p>Sexual Assault Task Force (SATF)</p>

VAWA: Nonprofit and Tribal-Based (continued)

VOCA: Government-Based

Funding Focus: Government-based			
Who is required?	Topic	When (Frequency)	Source
Director/staff completing VOCA progress reports.	Office for Victims of Crime Performance Management Tool (OVC PMT)	1x and repeat as recommended	CVSSD Performance Management Tool (PMT) Training

VOCA (Government-Based) (continued)

Who is required?	Topic	When (Frequency)	Source
<p>Staff – Direct Service</p> <p>OR</p> <p>Volunteer – Direct Service</p>	<p>Core Services</p> <p>All direct service staff must complete a minimum of 40 hours of direct service-related training before working independently with victims & survivors.</p>	<p>Prior to working independently with victims & survivors.</p> <p>Training beyond the initial 40 hours should be on-going.</p>	<p>State Victim Assistance Academy (SVAA)</p> <p>Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC)</p>
<p>Staff – Non-direct Service</p> <p>OR</p> <p>Volunteer - Non-direct Service</p>	<p>Core Services</p> <p>All staff not providing direct service should minimally be informed on the basics of providing services to victims of crime.</p>	<p>Training content and number of training hours for staff and volunteers not providing direct services is at the discretion of the organization or program.</p>	<p>Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC)</p>

VOCA: Nonprofit and Tribal (Community-Based)

Funding Focus: Nonprofit and Tribal (community-based)			
Who is required?	Topic	When/Frequency	Source
Director/staff completing progress reports.	Office for Victims of Crime Performance Management Tool (OVC PMT)	1x and repeat as recommended	CVSSD Performance Management Tool (PMT) Training
Staff – Direct Service OR Volunteer – Direct Service	Core Services All direct service staff must complete a minimum of 40 hours of direct service-related training before working independently with victims & survivors.	Prior to working independently with victims & survivors. Training beyond the initial 40 hours should be on-going.	State Victim Assistance Academy (SVAA) Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC) Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training Sexual Assault Task Force (SATF)

Who is required?	Topic	When/Frequency	Source
<p>Staff – Non-direct Service</p> <p>OR</p> <p>Volunteer - Non-direct Service</p>	<p>Core Services</p> <p>All staff not providing direct service should minimally be informed on the basics of providing services to victims of crime.</p>	<p>Training content and number of training hours for staff and volunteers not providing direct services is at the discretion of the organization or program.</p>	<p>Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC)</p> <p>Oregon Coalition Against Domestic & Sexual Violence (OCADSV) Online Training</p>
<p>Board of Directors</p>	<p>Training should include: Board Rules & Responsibilities, Core Victim Services, Confidentiality, and Civil Rights.</p> <p>All other training specified in current RFA(s).</p>	<p>All Board members must complete a minimum of 12 hours within the first year.</p> <p>Training beyond the initial 12 hours should be on-going.</p>	<p>Office for Victims of Crime Training & Technical Assistance Center (OVC TTAC)</p> <p>Laws and Guides for Charities</p> <p>Rights, Roles and Responsibilities as a Nonprofit Officer</p>