



NCAI Fund Victim Services Micro-Grant Program Community Needs Assessments and Privacy

NOVEMBER 17, 2020

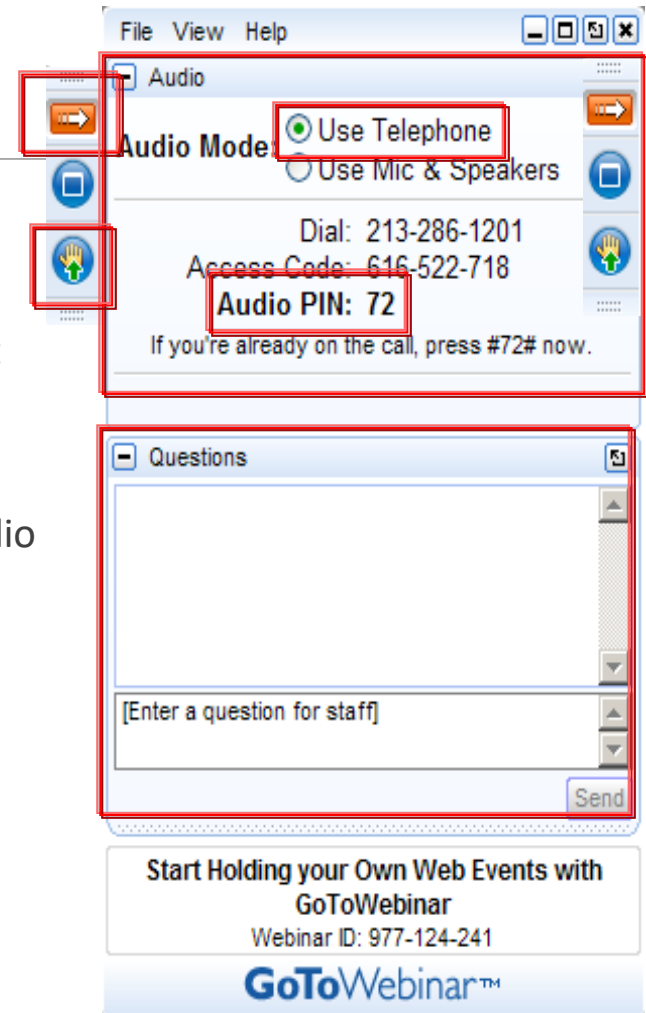
This webinar was produced by the National Congress of American Indians Fund under 2019-VO-GX-K145, awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this webinar are those of the contributors and do not necessarily represent the official position or policies of the U.S. Department of Justice.



Before we begin...

Here are some friendly housekeeping reminders:

1. Your control panel will appear on your user screen.
2. To minimize the control panel, use the orange arrow at the top left panel.
3. All attendees will be muted during the presentation.
4. Once you call into the meeting call line, enter your Audio PIN shown on your control panel.
 - i. In Audio: you can view, select, and test your audio.
5. Use the questions box on your panel to submit questions and responses via text.
6. During the discussion portion, please 'raise' your hand by clicking the hand icon to signal to be unmuted.
7. Everyone will receive an email with a link to a survey about today's session.
8. A recording of the webinar will be made available on www.tribalvictimservices.org.



Welcome

Goal: To provide guidance on how to safely and securely conduct community needs assessments while maintaining victim privacy.

Panelists:

- Lonna Hunter, Tribal Victim Resource Specialist, Tribal Law & Policy Institute
- Heather Torres, Program Director, Tribal Law & Policy Institute

Telling Our
Story:
Collective
Knowledge

*The Seed
Basket Story*



Sovereign Data: We Protect and Tell Our Stories

The Office for Victims of Crime (OVC) and the National Congress of American Indians Fund (NCAI Fund) require you to protect and not reveal any personally identifying information about any person completing a Community Needs Assessment (CNA).

- You have the opportunity to tell the story of what is happening in your tribal communities. Your tribal program will decide who gets to tell the story.
- How will you tell the story, while protecting the storytellers?
- This is not any story - this is *your* tribal program story. This is what is happening for victims of crime.

What Story Do We Want to Tell?

Protecting Our Stories

Who will be responsible for protecting the storytellers?

- Confidential data should be stored on a password protected laptop or in a locked cabinet.
- Choose 1-2 employees who will be responsible for keeping data safe – they will be the only ones with access to the laptop or the cabinet.
 - This may be the Program Director or Supervisor.
- Keep in mind, these person(s) will have access to all of the completed surveys.

What Story
Do We Want
to Tell?

*How Will We
Gather Our
Stories*

How will you collect the stories?

- Digitally or through a link such as Survey Monkey
 - During this time of COVID-19, this may be the safest social distance mechanism.
- In-person Community Needs Assessments (CNAs)
 - This can be done at an already established socially distanced event.
- Focus-group
 - You may already know who you would like to answer the CNA.
 - Consider setting up a socially distanced event(s) around the community or via web platforms like Zoom or GotoMeeting.

What Story
Do We Want
to Tell?

*How Will We
Gather Our
Stories*

How will you handle the data/stories/information collected?

- If the data is collected digitally, there are mechanisms to gather within SurveyMonkey and will allow you to pull information or charts.
- If you are collecting data in paper copies, make sure you outline a systematic process to gather needs assessments, such as a manila envelope or a box to collect surveys.
- Ensure that you are including what you will do with the data and when you will destroy/delete the data once the grant period has ended.
 - Special Condition: must keep documentation for 3 years

What Are We Communicating to the Participants?

Legally and Safely

What are we communicating to the participants?

Keep in mind that you are asking participants of the Community Needs Assessments to talk about gaps in safety, what is working or not working for victims of crime, or what resources are available.

- Let participants know that the information you are collecting regarding the CNAs will not contain any personal identifying information when you share the final outcome/report.
- Most importantly, please put the contact information for an advocate or counselor that a participant may contact if you are asking victims to answer about their experience in what services they may have received.

Community
Needs
Assessments:
What do we
know?

What do we want
to know?

*Decide the
audience you
want to
survey.*

Before we decide who we want to survey, we must first understand what we already know.

This will allow us to expand on the narrative to tell a complete story of the needs of victims in our tribal community.

- For example: if you know that a gap in safety is lack of safe shelter, you may want to expand the narrative to include service providers who have first hand knowledge of how this adversely affects the community.
- If you are a new tribal program, you may want to know what the priorities are of the community for victims of crime.

Community
Needs

Assessments:

What do we
know?

What do we want
to know?

*Decide what
kinds of
questions
you ask.*

Qualitative Data: This data is not easily compiled. For example, anytime you ask an open ended question, you will need to record each individual answer.

Quantitative data: This data is easily compiled. For example, a chart or percentage of the participants surveyed. A finding may be 75% of service providers believe that domestic violence is the number one safety issue in our community.

Community Needs

Assessments: What do we want to know?

Sample Questions for new tribal victim programs for service providers.

Which crimes do you believe are impacting the community the most?

- Assault (not sexual assault)
- Partner/dating violence
- Arson
- Rape
- Burglary
- Robbery
- Driving under the influence (DUI)/DWI
- Sexual abuse
- Elder abuse
- Sexual assault (not rape)
- Fraud/financial crime
- Stalking
- Hate crime
- Terrorism
- Human trafficking
- Theft/larceny
- Identity theft
- Vandalism/graffiti
- Kidnapping
- Other vehicular crime
- Other, specify

Community
Needs
Assessments:
What do we want
to know?

*Sample
Questions for
new tribal
victim
programs for
service
providers.*

Which of the following best describes the agency for which you work?

- Police Department
- Health/medical services
- Probation/Corrections
- Government service
- City, County or District Attorney
- Legal services
- Court personnel (judge, law clerk)
- Private lawyer
- Educational institution
- Private for-profit agency
- Faith-based
- Private non-profit agency
- Other, specify

Community
Needs
Assessments:
What do we want
to know?

*Sample
Questions for
victims of
crime.*

Have you been the victim of a crime in the past...
Check all that apply.

- 2 years or less
- 3-5 years
- > 5 years; please specify: _____ years

Did you seek help in the past... *Check all that apply.*

- 2 years or less
- 3-5 years
- > 5 years; please specify: _____ years

Community
Needs
Assessments:
What do we want
to know?

*Sample
Questions for
victims of
crime.*

Do you know what local resources are available to help crime victims?

- Yes
- No
- Other, specify: _____

Was the help you received useful?

- Yes, please explain:
- No, please explain:
- Some, but not all of the help was useful, please explain:

Community Needs Assessments: What do we want to know?

Sample Questions for victims of crime.

If you did not seek help, why not? *Check all that apply.*

- I didn't think anything could be done
- I was afraid my immigration status would be reported if I sought help
- I didn't need help at the time/wanted to wait and see sought help
- I didn't know who could help/what services were available
- I felt too ashamed, embarrassed, depressed, and/or available traumatized to ask for help
- I didn't know how to access services
- I felt I could deal with it on my own
- There are no services in my area
- The crime was not reported to the police
- Agencies/offices were not open after work hours
- I didn't want the hassle
- I didn't have childcare during services hours
- I was worried about cost
- I didn't have transportation to access services
- I didn't have the time
- There was/is a language barrier with service providers
- It was not a big issue/not a big problem
- There was/is a cultural barrier with service providers
- The services were not appropriate for my
 - Race
 - Gender victimization experience
 - Ethnicity
 - Disability
 - Sexual orientation
 - Mental illness
- I was afraid the perpetrator would find out if I sought help
- I was afraid the perpetrator would get in trouble
- Other, please specify

Community Needs Assessments:

*Homework for
our next
webinar,
Thursday,
December 3rd,
2020*

1. If you are not the person who will be in charge of collecting and keeping data safe, please decide who that will be within your tribal program.
2. Decide what audience you are going to survey in your community.
3. What do you want to learn from the community?
4. Develop at least 1-2 questions for each item you would like to learn about from the community.
5. Decide if this is going to be a digital or in-person survey.
6. Finally, decide who you can identify in your program/tribe who may be available to take crisis calls, or be on site, to talk with anyone who may be emotionally stressed or triggered.

Training and Technical Assistance Webinars 2020

- **December 1, 2020:** Tribal Codes for Victim Services Webinar at 10:00am PT/11:00am MT/12:00pm CT/1:00pm ET
- **December 3, 2020:** Community Needs Assessment and Privacy Certificates (Part 2) Webinar at 11:00am PT/12:00pm MT/1:00pm CT/2:00pm ET
 - *Please note the time of this webinar.*
 - *For subgrantees who will be completing a Needs Assessment*
- **December 8, 2020:** Financial Online Reporting Webinar (repeat) at 10:00am PT/11:00am MT/12:00pm CT/1:00pm ET
 - *This is a repeat of the October 7 webinar regarding submission of reimbursement requests in the online reporting system.*
- **December 15, 2020:** Strategic Planning Webinar at 10:00am PT/11:00am MT/12:00pm CT/1:00pm ET
 - *For subgrantees who will be completing Strategic Planning*

Questions?

1. Use the questions box on your control panel to submit questions and responses.
2. 'Raise' your hand by clicking the hand icon to signal to be unmuted.

Contact Info

General questions:

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