



Office of Victim Services

ANDREW M. CUOMO
Governor

ELIZABETH CRONIN, Esq.
Director

ADVISORY BULLETIN

TRANSMITTAL NO. 2015-03

**TO: ALL FUNDED PROGRAMS
ADVISORY COUNCIL MEMBERS**

**FROM: ELIZABETH CRONIN, ESQ.
DIRECTOR**

SUBJECT: VICTIM SERVICES PORTAL ROLL-OUT

DATE: March 13, 2015

As you know, the New York State Office of Victim Services (OVS) recently announced the creation and launch of the Victim Service Portal (VSP) which will allow Victim Assistance Programs (VAPs) to submit compensation applications on-line. A project of this size requires a measured, coordinated release for a seamless introduction of the portal.

OVS has created a roll-out plan by region across the State. Training will be provided to VAPs in each region before they can submit claim applications through the VSP.

The training dates and locations have been confirmed. You may send any staff person who would like to attend. Sessions are scheduled to assist programs in maintaining office coverage. OVS will conduct a webinar after all regional trainings are completed so staff will still be able to receive training.

Western Region: Go Live April 2, 2015

Training: March 27, 2015 10:00am-12:00pm

Erie Community College/North
6205 Main St.
B Building, Room 602
Williamsville, NY

Central and Southern Tier Regions: Go Live April 13, 2015

Training: March 31, 2015, 10:00am-12:00pm or 1:00pm-3:00pm

SUNY Cortland
Exhibition Lounge
Corey Union
Cortland, NY

Northeast Region: Go Live April 20, 2015

Training: April 8, 2015 10:00am-12:00pm or 1:00pm-3:00pm

Warren County Sheriff's Department
1340 State Route 9
Lake George, NY

Training: April 9, 2015 10:00am-12:00pm or 1:00pm-3:00pm

Albany County Health Department
175 Green Street
Auditorium Room B
Albany, NY

Long Island: Go Live April 27, 2015

Training: April 16, 2015 10:00am-12:00pm or 1:00pm-3:00pm

Ceremonial Chamber, County Executive
1550 Franklin Avenue
Mineola, NY

Downstate Region: Go Live May 11, 2015

Training: April 29, 2015 10:00am-12:00pm or 1:00pm-3:00pm

Safe Horizon Training Center
50 Court Street
Training Room C
8th Floor
Brooklyn, NY

Training: April 30, 2015 10am-12:00pm or 1:00pm-3:00pm

Mt. Sinai-St. Luke's Hospital Center
Conference Room Auditorium
Entrance Blue Awning
440 Amsterdam Avenue
New York, NY

Training will be a key component to the successful launch of the VSP. OVS funded staff should make every effort to attend one of these 2-hour sessions. The VSP will also be available to non-funded VAPs so please share this information with other programs in your area. You should send an email to OVSGrants@ovs.ny.gov with your preferred training date and time. OVS will confirm your attendance.

Please be looking for additional instructions on the process for accessing the VSP. OVS will communicate information about the VSP via Advisory Bulletins so it is important that all staff in the VAPs are provided with these updates as they are issued.

This is a very exciting time at OVS and we hope VAPs will share in our vision for the future of claim submissions. We know this is a tremendous amount of information but it is vital to the success of a smooth roll-out of the VSP. OVS is here to provide you with the support you need to use the VSP and if you have any questions, you should contact your Program Monitor for clarification.

On behalf of the New York State Office of Victim Services, thank you for working with us to provide the highest quality services to crime victims.

Sincerely,

A handwritten signature in cursive script, appearing to read "Elizabeth Cronin".

Elizabeth Cronin, Esq.
Director

