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THE FOLLOWING IS A BROADCAST EMAIL TO ALL OVS FUNDED VICTIM ASSISTANCE PROGRAMS

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Dear Colleague:

As a result of our experience with the PMT reporting this past year, the New York State Office of Victim Services (OVS) will no longer require programs to submit a monthly report to us. Victim Assistance programs should continue to collect data on a monthly basis and **submit quarterly reports** to their OVS Contact, and input the data quarterly on the OVC PMT. You will be receiving a revised PMT spreadsheet with your quarterly goals within the next couple of weeks, along with tips for completing the reports.

If you have questions specific to your grant or reporting requirements, please contact your OVS Contact.

On behalf of the New York State Office of Victim Services, thank you for your commitment to providing the highest quality services to innocent victims of crime in New York State.

Sincerely,

**Emma Graham**

Supervisor, Contract Administration

**New York State Office of Victim Services**

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