

COVA Emergency Assistance Application

Office: (303) 861-1160

Fax: (303) 861-1265



Application must be filled out completely for COVA to process the request.

Application Date: _____ Referring Agency: _____

City Where Crime Occurred: _____ County: _____ Judicial District: _____

Type of Referring Agency: _____

Advocate Name: _____ Advocate E-mail: _____

Agency Phone: _____ Agency Fax: _____

Victim's Name: _____ Date of Birth: _____

Victim advocate must verify victim's name against a picture ID.

Parent/Guardian's Name: _____ Date of Birth: _____

Perpetrator's Name: _____ Date of Birth: _____

Date of Most Recent Incident: _____ Amount Requesting: _____

Type of Assistance:

Childcare	Utilities Assistance (start-up & bills)	Moving Expenses
Emergency Shelter	Rental Assistance	Bus Tickets/Transportation
Hygiene & Basic Necessities	Short-term Nursing Home Shelter	Other: _____

Is applicant on any type of government assistance? (Section 8, Assisted Living, TRUA, etc.) __ Yes __ No

If yes, documentation must be attached.

Primary Victimization: (Select Only One)

Adult Physical Assault	Human Trafficking: Labor
Adult Sexual Assault	Human Trafficking: Sex
Adults Sexually Abused/Assaulted as Children	Identity Theft/Fraud/Financial Crime
Arson	Kidnapping (custodial)
Bullying (Verbal, Cyber, Physical)	Kidnapping (noncustodial)
Burglary	Mass Violence (Domestic/International)
Child Physical Abuse or Neglect	Other Vehicular Victimization (Hit & Run)
Child Pornography	Robbery
Child Sexual Abuse/Assault	Stalking/Harassment
Domestic and/or Family Violence	Survivors of Homicide Victims
DUI/DWI Incidents	Teen Dating Victimization
Elder Abuse or Neglect	Terrorism (Domestic/International)
Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other Explanation Required): _____	
Other: _____	

Secondary Victimization(s): (Select All)

Adult Physical Assault	Human Trafficking: Labor
Adult Sexual Assault	Human Trafficking: Sex
Adults Sexually Abused/Assaulted as Children	Identity Theft/Fraud/Financial Crime
Arson	Kidnapping (custodial)
Bullying (Verbal, Cyber, Physical)	Kidnapping (noncustodial)
Burglary	Mass Violence (Domestic/International)
Child Physical Abuse or Neglect	Other Vehicular Victimization (Hit & Run)
Child Pornography	Robbery
Child Sexual Abuse/Assault	Stalking/Harassment
Domestic and/or Family Violence	Survivors of Homicide Victims
DUI/DWI Incidents	Teen Dating Victimization
Elder Abuse or Neglect	Terrorism (Domestic/International)
Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other Explanation Required): _____	
Other: _____	

Race/Ethnicity

American Indian or Alaska Native
 Asian
 Black or African American
 Hispanic or Latino
 Native Hawaiian or Pacific Islander
 White Non-Latino or Caucasian
 Multiple Races
 Not Listed Above: _____
(If not listed above, please list)

Gender Identity

Male
 Female
 Other _____
 Transgender/Female
 Transgender/Male

Special Classifications of Individuals (self-reported):

Deaf/Hard of Hearing
 Disabilities: Cognitive/Physical
 Homeless
 Limited English Proficiency
 Immigrants
 Refugees/Asylum Seeker
 LGBTQ
 Veterans
 Not Listed Above: _____
(If not listed above, please list)
 NA

Age

0-12
 13-17
 18-24
 25-59
 60 and Older

Has Victim reported to Law Enforcement? Yes No

Has Victim received attached Victim Right's Act Document? Yes No

Has Victim applied for Victim's Compensation? Yes No

If yes, what was requested? _____

Do you have any questions if this request is Victims Compensation eligible? Yes No

Is this request different from the Victims Compensation request? Yes No NA

Status of Victims Compensation Application: _____

Types of Service(s) Provided by Referring Advocate:

Info. re: victim rights, obtain notification, etc.
 Emergency financial assistance
 Referral to other services (victim services, legal, medical, faith-based, address confidentiality, etc.)
 Other: _____

Is this Emergency Assistance for rent or reoccurring payments/bills. Yes No

If yes, necessary documentation must be included with the application (lease for rent, bill for utilities, etc.)

If yes, can client make future payments without assistance? Yes No

How will the victim be able to make future payments without future assistance? _____

Describe specifically what these funds will be used for, **including why** the victim needs emergency financial assistance at this time: _____

Has victim ever received, or applied for, assistance from any agency, including COVA or the referring agency?
 Yes No **What agency(s)?** _____

If yes, what did that agency help the victim with? _____

In order to fulfil payment, the following payment information must be completed and verified by the advocate.

Check payable to: _____

Mailing Address: _____

Phone/Fax: _____ Past Due? Yes No

Amount Owed? _____ Acct. /Unit/Apt. # (if applicable): _____

If applying for bus, air, or train tickets, this section **MUST** be filled out correctly and completely for all people traveling. All tickets will be purchased 7 days out if approved, unless stated otherwise.

First/Last Name & MI	Date of Birth	Leaving From	Destination	Valid ID - TSA

Notes:

I certify that the information provided on this application is correct and the following has been verified:

- Has Victim Advocate verified the Client’s name against a picture ID? Yes No
- Has Victim Advocate verified with a landlord/agent that the Client is not on Section 8 or Housing Assistance? Yes No
- Has Victim Advocate received a verbal authorization from the Client stating that COVA has permission to call the landlord/agent with any questions regarding the lease? Yes No

Signature of Advocate/Case Manager _____ **Date** _____

This application must be filled out completely in order to be processed. Incomplete applications will be automatically voided.

Please email the completed application and accompanying documents to:
mandee@coloradocrimevictims.org OR karla@coloradocrimevictims.org

Type of Emergency Assistance	VOCA Eligible	COVA Eligible	Documentation Needed	Notes
Hygiene and Basic Needs (Food, Clothing, Soap/Detergent, Shampoo, Toothbrush/Paste, Feminine Products, Diapers/Wipes)	Y	Y	Itemized store receipt.	Can only reimburse agency (with proof of payment).
Rental Assistance (No Deposits)	Y	N	Current full signed lease. (Advocate must verify with leasing agent/landlord that all information on lease is accurate). Victim advocate must get authorization from client that COVA can call landlord, if needed.	Applicant must be on lease. No past due before date of crime. No mortgage.
Utilities (Start up or current bill)	Y	Y	Current bill. Applicant must be on bill.	No past due before date of crime.
Moving Expenses (Truck Rentals, Moving Help and Storage)	Y	N	Invoice, bill, quote from moving company.	Can only reimburse agency (with proof of payment).
Relocation (bus, airline, Amtrak) and Other transportation	Y	N	Preferred method of transportation. Date and time of departure.	Agency must confirm beforehand that applicant will be received (by shelter, family, etc.).
Childcare	Y	N	Bill from licensed childcare provider.	Needs to be directly related to the crime. One month only.
Emergency Shelter/ Hotel Stay	Y	N	Room and Tax only.	When no other safe, short-term residence is available.

***VOCA cannot directly reimburse victims, or a victim's family or friends. Only agencies can be reimbursed.**

***COVA can cover most expenses but typically has a cap of up to \$150 and is one-time only assistance.**

Learn more about COVA's Emergency Fund via this online webinar:

<https://www.youtube.com/watch?v=7Kd-mYSTB2w&feature=youtu.be>

THE RIGHTS OF CRIME VICTIMS IN COLORADO

As a crime victim, you may have experienced injury, loss, confusion, and a disruption of your life. Having information and an understanding about the criminal justice system may be helpful to you at this time.

Once a crime is reported to a law enforcement agency, the criminal justice system process begins. It can be a confusing and frustrating experience. There are victim/witness advocates throughout Colorado to provide support and assistance to victims of crime during this process.

In 1992, Colorado voters amended the state Constitution to include Victim Rights. The Victim Rights Amendment states:

Any person who is a victim of a criminal act or such person's designee, legal guardian, or surviving immediate family members if such person is deceased, shall have the right to be heard when relevant, informed and present at all critical stages of the criminal justice process. All terminology, including the term "critical stages" shall be defined by the general assembly (Article II, Section 16A Colorado State Constitution).

Victim Rights Act

The enabling legislation known as the Victim Rights Act (VRA) provides victims of crime an active role in the criminal justice process. The following is a **summary** of the rights guaranteed by the VRA (*for the full VRA refer to Colorado Revised Statutes 24-4.1-301, through 24-4.1-304 at <https://www.colorado.gov/pacific/dcj/victim-rights>*):

- To be **treated with fairness, respect and dignity**, and to be free from intimidation, harassment, or abuse;
- To be informed of the availability of financial assistance, community resources, and the possibility of restorative justice practices;
- To be **present and heard** regarding bond reduction or modification, modification to a criminal protection order, a subpoena for the victim's records, motions for sequestration of the victim from a critical stage, or the acceptance of a plea agreement;
- To be **heard by phone or similar technology** when a victim cannot appear in court (at the court's discretion);
- To be informed of the status of the case, scheduling changes or cancellations, and of the final case disposition;
- To **consult with the district attorney** prior to any disposition of the case and/or before the case goes to trial;
- To have the court prevent any party at any court proceeding from compelling testimony regarding a victim's address, telephone number, place of employment or other locating information;
- To receive and prepare a **victim impact statement** and to be present and/or heard at the sentencing hearing;
- To have the court determine the amount of restitution, if ordered, and to be informed of the right to pursue a civil judgement against the person accused of the crime.

After sentencing, victims have the right, upon written request:

- To be informed when a person convicted of a crime against the victim is transferred to a less secure correctional facility, placed on non-residential status, is permanently or conditionally transferred from any state hospital, or is released, discharged, or permanently transferred from the custody of county jail or department of corrections;
- To be informed of and/or heard at any proceeding at which post-conviction release from confinement in a secure state correctional facility, or the sealing/expungement of records is being considered;
- To have the victim's social security number redacted or excluded from criminal justice documents when records are released to someone other than the victim, a criminal justice agency, or the defendant's attorney of record;
- To be informed of the process for enforcing compliance with the Victim Rights Act;

Agency Responsibilities

- *Agencies with Automatic Responsibilities to Provide Notification:* Law Enforcement, District Attorney, Division of Youth Corrections, Judges/Courts
- *Agencies that Require Victims to Request Notification:* Probation, Community Corrections, Department of Corrections/Parole, State Hospital

Victim Responsibilities

- Keep appropriate criminal justice authorities informed of personal contact information, and request that such information be kept confidential.
- Provide written requests to the appropriate agencies for post-sentencing notification. Information on requesting notification from such agencies can be found at <https://www.colorado.gov/pacific/dcj/victim-rights>.

A victim's rights are related to certain "critical stages" in the criminal justice process. For a list of these stages and of the crimes covered by the victim rights act, or for more information about the rights of crime victims in Colorado, visit the Department of Criminal Justice, Office for Victims Program website at <https://www.colorado.gov/pacific/dcj/victim-rights> or call 303-239-5719 or toll free at 1-888-282-1080.