Contract For Services

Missouri Association of Prosecuting Attorneys
200 Madison, Ste 1060
P.O. Box 899
Jefferson City, MO 65102

Contract #: **MAPA Oct-Dec 26 Christian**

Title: **Victims of Crime Act (VOCA) – Christian County**
Contract Period:
October 1, 2026 through December 31, 2026

CFDA 16.575
MAPA VOCA ER130260085

The Missouri Association of Prosecuting Attorneys desires to contract for the services described herein. All terms, conditions, and prices contained herein shall govern the performance of this contract.

Contractor Information:

Contractor Name: Christian County Prosecuting Attorney's Office
Mailing Address:
City, State Zip:

Primary Contact Person: ____Kristen Tuohy_____

Primary Contact Email/Phone: ___Kristen.Tuohy@prosecutors.mo.gov_____

_____417-581-7915_____

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The undersigned hereby agrees to provide the services and/or items, at the prices stated, pursuant to the requirements of this document and further agrees that when this document is countersigned by an authorized official of the Missouri Association of Prosecuting Attorneys Association, a binding contract shall exist with the contractor (subrecipient of VOCA funds). The undersigned also agrees to comply with all conditions set forth by the Department of Social Services per federal VOCA requirements.

The authorized signer of this document certifies that the contractor (named below) and each of its principals (as defined by 45 CFR 76) are not suspended or debarred by the federal government.

In witness thereof, the parties below hereby execute this agreement.

Kristen M Tuohy _____ ***10/16/26***

Authorized Signature for the Contractor: Kristen M. Tuohy Name and Title: Prosecuting Attorney Date

_____

Authorized Signature for the Missouri Association of Prosecuting Attorneys

Date

FUNDING AWARD

SECTION:	FEDERAL AMOUNT AWARDED:	
PERSONNEL:	**$ 26,905.65 (1 advocate @ $1403.33 ppd and 2 @$1368.00 ppd / 6.5 ppds)**	
BENEFITS	$ 2,058.29	
TRAVEL/TRAINING	**$**	
SUPPLIES/OPERATIONS:		
EQUIPMENT:		
INDIRECT COSTS:		
TOTALS AND FUNDING PERIODS:		$
		$
	TOTAL FEDERAL AWARD	$ 28,963.94
	MATCH AMOUNT	$ difference of salary/all fringes

The maximum billable amount shall not exceed the totals and funding periods specified above.

VOCA Grant and Direct Services Requirements for MAPA Subrecipients

1. **Host counties must designate a fiscal officer.**
2. **Host counties must have established personnel procedures for hiring and supervision.**
3. **Advocates must receive a minimum of 15 continuing education hours per project year.**
4. **New Advocates must complete basic advocacy training requirements within 60 days of hiring; and attend in-person New Advocate training at MOPS as soon as offered.**
5. **Assure implementation/compliance of Missouri Crime Victims' Rights.**
6. **Victim advocates must become Safe at Home application assistants.**
7. **Implementation of adopted MAPA Best Practices.**
8. **Submission of all required invoice documentations and follow MAPA VOCA Fiscal Procedures.**
9. **Use of Karpel for submission of all statistical reports by established due dates for Quarterly Reports.**
10. **Implement/participate in evaluation tools to fulfill grant objectives.**
11. **Periodic site visits that include programmatic and financial monitoring and, if necessary, completion of corrective action plans.**
12. **Advocates must pursue collaborative relationships with community resources and establish a Memorandum of Understanding (MOU) with the community agency collaborative partner.**
13. **Host county must adhere to the DSS Code of Ethics and Service Standards.**
14. **MAPA Subrecipients will maintain personnel procedures that complies with 3.15.5 (Federal VOCA requirements below) addressing any intentional acts to defraud the grant and notification to MAPA of any issue of non-compliance.**
15. **Volunteers at County PA Offices must complete required training and submit timesheets to reflect services provided.**
16. **Host counties must review and comply with the Special Conditions required by DSS/VOCA.**
17. **All records and documents maintained by and for this position must be retained; advocate data may not be deleted/inactivated in Karpel.**
18. **Non-compliance with these requirements may result in denial of reimbursement.**

By your signature on Page 1 of this contract, you acknowledge that you have read and agree to abide by the MAPA VOCA requirements and Policies and Procedures.