

Crime Victim Services Grants Reporting Timeline
CVS Grants FY20-21
10/1/19-9/30/21

Timeline for CVS grant quarters:	Q1 Oct. 1 st – Dec. 31 st	Q2 Jan 1 st – March 31 st	Q3 April 1 st – June 30 th	Q4 July 1 st – Sept. 30 th
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Due Date:	1/30/20	4/30/20	7/30/20	10/30/20	1/30/21	4/30/21	7/30/21	10/30/21
Financial Status Report (FSR)	✓	✓	✓	✓	✓	✓	✓	✓
Program Income Report	✓	✓	✓	✓	✓	✓	✓	✓
Quarterly Stats Report (PMT)*	✓	✓	✓	✓	✓	✓	✓	✓
Year-end Report				✓				✓

All reports are submitted in [e-grants](#), except Quarterly Stats Report (PMT)* is submitted in the [OVC PMT system](#)

Grant Amendments – Amendments are needed for any materials change to the grant agreement, such as changing the award amount or extending the time period of the grant. Please contact your grant manager as soon as possible if you think that you will need an extension or amendment. **All grant amendments must be completed at least 60 days prior to the end of the grant period.**

Budget Revisions – Can be done anytime during the grant period to add items not currently in the budget or to shift funds between budget categories. **All budget revisions must be initiated prior to 8/30/21** or at least 30 days prior to the end of the grant period.

Program Income – Grantees that receive federal funds are required to complete a quarterly program income report, regardless if the program generates income or not. See the [Program Income FAQs](#) and [Examples](#) for more information.

Non-Compliance -- Extensions are not allowed on any reports. Grantees who do not submit any of the required reports listed above by the due dates will receive a notice of non-compliance. Please read the [non-compliance policy](#) for additional details.

Year-End Report – Includes cumulative annual victim demographics for each program funding type that you receive, annual training/outreach data, funding/staffing/volunteer data, and a narrative report. Contact your grant manager for a copy of the report.

Additional Resources

[OJP Grant Manual](#)

[OJP Grant Management Resources](#)

[Office for Victims of Crime](#)

[National Center for Victims of Crime](#)

OVC PMT Helpdesk (for technical issues with PMT site): 1-844-884-2503

PMT Website: <https://ovcpmt.ojp.gov>