

OFFICE FOR VICTIMS OF CRIME VICTIM COMPENSATION FORMULA GRANT PROGRAM PERFORMANCE MEASURES

As mandated under the Government Performance and Results Act of 1993 (GPRA), the Office for Victims of Crime (OVC) is required to establish strategic planning, performance planning, and reporting as a framework to communicate progress in achieving its mission. GPRA serves as a foundation for helping federal agencies to focus on their highest priorities and create a culture where data and empirical evidence play a greater role in policy, budgetary, and management decisions. This is achieved through the use of a performance measurement framework.

Overall, performance measurement is concerned with collecting information to determine whether a program achieved its goals and objectives. Information from performance indicators is used to improve the operation of the program. These indicators are not used to “evaluate” programs but to understand the progress that programs achieve on the state and national level toward meeting program objectives and the agency’s mission.

OVC’s intent is to use performance indicators to understand the trends and changes grantees experience over time. With this practical understanding, OVC is better able to meet the requests of Congress, the Office of Justice Programs, the Department of Justice, the Office of Management and Budget, and other stakeholders and to offer insight into programmatic and policy considerations.

The following pages outline general questions and performance indicators for OVC’s Victims of Crime Act (VOCA) Victim Compensation Formula Grant Program. The performance measures indicate the progress that grant activities have accomplished to meet OVC’s mission to assist crime victims and the following objectives:

- Grant awards to support state crime victim compensation programs; and
- Grant funds to help pay for some of the expenses resulting from crimes involving violence or abuse.

The Victim Compensation program performance measures are reported in two formats—quantitative (numeric) and qualitative (narrative responses). This data must be entered in the OVC Performance Measurement Tool (PMT) at <https://ovcpmt.ojp.gov>. The quantitative data are reported quarterly or every 3 months, and the qualitative data are entered annually. In December of each calendar year, grantees must create an annual report from the PMT to upload to the Justice Grants System (JustGrants). During the nonsubmission periods, grantees are encouraged to create a report from the PMT for their own records.

Data entry and reporting in the PMT on the following measures began **March 1, 2015**, for grant activity that occurred since October 1, 2014. Thereafter, data should be entered quarterly (October–December, January–March, etc.). The deadline for submitting data is 45 days after the close of the reporting period.

If you have questions about your program, please contact your OVC Victim Justice Program Specialist directly.

If you have any questions about the performance measures or OVC PMT, please email the OVC PMT Helpdesk (ovcpmt@usdoj.gov) or call toll-free: 1-844-884-2503, Monday–Friday, 8:30 a.m.–5:30 p.m. e.t.

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POPULATION DEMOGRAPHICS

The purpose of the demographic data is to provide OVC with a description of the victim population that makes an application for compensation benefits in your state.

Application: *A form received by the program from or on behalf of a victim or a family member. The definition does not include supplemental applications or requests for benefits but only the initial application filed.*

Crime Victim or Victim of Crime: *A person who has suffered physical, sexual, financial, or emotional harm as the result of the commission of a crime.*

1. Number of **people** for whom an application was made for victim compensation benefits during the reporting period.
This is a count of all persons who may receive benefits. The source of information is the application.

2. Number of **victims** whose victimization is the basis for the application.
This is the number of victims the claims supported. Count each victim once. This number should be less than or equal to the number reported in question 1. The source of information is the application.

3. **Victim Demographics**

*The table below represents the race/ethnicity, sex, and age of each victim whose victimization is the basis for the application for compensation benefits received during the reporting period. **The total number of individuals in each demographic category should equal the number of victims reported in question 2.** This data is used for statistical purposes to comply with federal regulations. For each category, please indicate the **number of victims** (of those reported in question 2) during the reporting period.*

*All "0" entries must represent a **true value of zero**.*

*If no data is collected for a **category**, mark it as **Not Tracked**. This means that the state is not yet able to submit data in this category due to the need to update its data collection system but that efforts are underway to track data as requested. Enter "NT" in the category that was not tracked and then count those individuals in the Not Tracked category.*

*If no data is collected for an **individual**, count that individual in the **Not Reported** category. This means that the state collects this data, but it was not provided by the person completing the application.*

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To see the definitions for each category, place the mouse over that option.

Category	Population	Number of Victims
A. RACE/ETHNICITY (self-reported) <i>Count each victim in only one race/ethnicity category as self-reported. Individuals who self-report in more than one race/ethnicity category should be counted in the "Multiple Races" category.</i>	American Indian/Alaska Native	
	Asian	
	Black/African American	
	Hispanic or Latino	
	Native Hawaiian and Other Pacific Islander	
	White Non-Latino/Caucasian	
	Some Other Race	
	Multiple Races	
	Not Reported	
Not Tracked		
TOTAL	Auto-calculated	
B. SEX (self-reported)	Female	
	Male	
	Not Reported	
	Not Tracked	
TOTAL	Auto-calculated	
C. AGE (self-reported) <i>Age should reflect the age at the time of the crime as reported on the application.</i>	0–12	
	13–17	
	18–24	
	25–59	
	60 and Older	
	Not Reported	
	Not Tracked	
TOTAL	Auto-calculated	

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The performance indicators provide OVC with data that are tracked over time to examine trends and changes in compensation programs. The annually reported questions (at the end) will provide the context for the data provided.

Application: *A form received by the program from or on behalf of a victim or a family member. The definition does not include supplemental applications or requests for benefits but only the initial application filed.*

Crime Victim or Victim of Crime: *A person who has suffered physical, sexual, financial, or emotional harm as the result of the commission of a crime.*

4. Based on your program's general procedure, indicate if:
Check the statement (Item A or B) that represents your state's process. Your response will carry over to the next reporting period.
- A. Only one application is usually counted per crime
(Represents one application per crime, regardless of the number of indirect victims or family members receiving benefits from that claim)
- OR
- B. Victims and indirect victims generally count as separate applications
(Represents a separate application for each victim and indirect victim; more than one application can be counted per crime)
5. Number of new applications **received** during the reporting period
*"New" applications are a count of the initial applications received since the end of the last reporting period. If applications for payment of Sexual Assault Forensic Examinations are made through your regular compensation application process, include them here. If such applications are made through a process **separate** from your regular compensation application, **do not** include them here; instead, report them in question 8.*
6. Number of applications **approved** during the reporting period
*An approved application is one that meets the state's eligibility requirements/criteria, whether payments are subsequently made or not; this includes applications that are eligible for payment but there are no compensable expenses. If applications for payment of Sexual Assault Forensic Examinations are made through a process **separate** from your regular compensation application, **do not** include them here. **The number reported represents all applications that had a determination made during the reporting period, regardless of when the application was first received.***
7. Number of applications **denied/closed** (i.e., applications that were not approved) during the reporting period
*If applications for payment of Sexual Assault Forensic Examinations are made through a process **separate** from your regular compensation application, **do not** include them here. **The number reported represents all applications that had a determination made during the reporting period, regardless of when the application was first received.***

REASONS FOR DENIAL OR CLOSE STATUS:

For each reason shown below, indicate the number of applications that were not approved for compensation benefits. The number should equal the total indicated in question 7. Select one reason per application. The response selected for each application should represent the key reason for the decision made for each application. The number reported represents all applications that had a determination made during the reporting period regardless of when the application was first received.

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States should use the “**other**” category to report the number of applications that were denied or closed for reasons that are not included in A–G. Please list each reason. For applications that states and territories consider “Administratively Closed,” report the number along with the state’s definition for this term in the text box shown by letter H.

Reason	Number	
A. Application not filed within time limit <i>(includes late filing)</i>		
B. Failure to report to police		
C. Failure to cooperate with law enforcement, victim/witness coordinator, or other official required by program, etc.		
D. Incomplete information		
E. Contributory misconduct		
F. Ineligible crime <i>(includes crime not substantiated, request not compensable or allowed by policy, no crime, property damage)</i>		
G. Ineligible application <i>(applicant is not an eligible party, unjust enrichment, application filed out of state, duplicate application, no economic loss, incarcerated, probationer, parolee convicted of a crime)</i>		
H. Other (If other, explanation is required)		List reason(s)/explanation:
I. Please use this space to provide comments to explain, if desired, any numbers entered for reasons 7A-7G.		

8. Number of applications received for Sexual Assault Forensic Examinations during the reporting period *(If such applications are handled through separate application procedure)*
 - A. Not applicable to my state’s process
(Response to item A will carry over to the next reporting period)
 - B. Number of applications received

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PAYMENT STATISTICS BY CRIME TYPE

In the reporting tool, for each quarter, select all crime types for which data will be submitted.

For each crime type that is applicable to your state's payment activity:

- Indicate the total number of applications paid for that crime type.
- Indicate the total amount paid during the reporting period for each expense category by crime type. \$0 is a valid response.
- Include supplemental payments made during the reporting period.
- For "other," list other expense types and the amount paid that are not in the list provided.

And where applicable:

- Indicate whether the crime was related to domestic violence, bullying, hate crimes, elder abuse, or mass violence.

Select the crime assigned to the application that determines eligibility for compensation benefits.

A decision tree will be provided (each submission period) that will ask the grantee to select all crime types for which data will be submitted for the reporting period.

The following guidelines are provided:

Enter data for all requested cells. If no data then,

- **"NA"** (not applicable) as a response option is allowed to represent that the variable is not applicable to the state's program or crime type.
- **"NT"** (not tracked) as a response option is allowed to represent that the state's laws or regulations allow the type of service but are unable to collect this data during the reporting period due to the need to change the data collection system.
- **"0"** (zero) as a response option is allowed to represent a true value of "0." The state has the ability to collect and provides for that expense type; however, there is no data to submit for the reporting period.

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9. PAYMENT STATISTICS BY CRIME TYPE¹ (LAYOUT FOR OUTPUT OF SUBMITTED AND SAVED DATA)

TYPES OF CRIME ²	EXPENSE TYPES PAID (in dollars)											TYPES OF VICTIMIZATIONS RELATED TO A CRIME TYPE						
	Total Number of Applications Paid During the Reporting Period	Crime Scene Clean Up	Dependent Care	Economic Support	Funeral Burial	Medical/Dental (except mental health)	Mental Health	Relocation	Replacement Services	Sexual Assault Forensic Exams	Travel	Other (please explain)	Total Paid for This Crime Type (auto-calculated)	Number of Applications Related to Bullying That Were Paid During the Reporting Period	Number of Applications Related to Domestic and Family Violence That Were Paid During the Reporting Period	Number of Applications Related to Elder Abuse/Neglect That Were Paid During the Reporting Period	Number of Applications Related to Hate Crimes That Were Paid During the Reporting Period	Number of Applications Related to Mass Violence That Were Paid During the Reporting Period
ARSON																		
ASSAULT																		
BURGLARY																		
CHILD PHYSICAL ABUSE/NEGLECT																		
CHILD PORNOGRAPHY																		
CHILD SEXUAL ABUSE																		
DUI/DWI																		
FRAUD/FINANCIAL CRIMES																		
HOMICIDE																		
HUMAN TRAFFICKING																		
KIDNAPPING																		
OTHER VEHICULAR CRIMES																		
ROBBERY																		
SEXUAL ASSAULT																		
STALKING																		
TERRORISM																		

↑
Equals the sum of previous columns

Cells in black are not applicable for that crime type.

↑
Expect value greater than zero

At least 1 expense type should have a value greater than zero dollars; can't leave any cell blank

¹ See Appendix B for definitions of crime types

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Please list "other" crime types not listed above along with any associated expenses paid during the reporting period.

10. Please explain the process used to identify the individuals counted in each of the give victimization types in question 9, Payment Statistics. Select all that apply, and clarify as needed in the text box next to option D:
- A. Victim self-selection on the application form
 - B. Victimization type named in police report, either in charging area or in the narrative description
 - C. Staff analysis of content in materials used to support the application, such as the affidavit or other supporting documents
 - D. Other (please explain).

THE FOLLOWING QUESTIONS ARE ANSWERED ANNUALLY

You are asked to answer these questions **once a year**, as of Sept. 30. You can use up to 5,000 characters for each response.

1. Please explain any significant change in the number of applications received during the reporting period.

2. The average length of time to process an application for claim eligibility for compensation (*Processing time is based on a state's established procedure.*)
 - A. Count days from time of receipt of application to decision. (*Count days based on the state's established procedure.*)
 - B. Please explain your state's procedure for processing an application, from time of receipt to decision.

3. Does your state have a victim satisfaction survey?
 - A. Yes/No (If yes, go to B; if no, go to question 4).
 - B. Number of victim satisfaction surveys distributed during the reporting period.
 - C. Number of victim satisfaction surveys completed during the reporting period.
 - D. Number of surveys that indicated satisfaction with the victim compensation program during the reporting period.
4. Please describe any emerging/major issues or notable trends that were encountered in your state that had an impact on your program's ability to meet the needs of crime victims during the reporting period.

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5. Please describe in detail efforts taken to serve victims of federal crime during the reporting period. *(A victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation. Federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations)*
-
6. Please describe any notable activities during the reporting period that improved the process of Victim Compensation services.
-
7. Please describe in detail ways in which your state used VOCA administrative funds and the impact of these funds on the state's ability to improve Victim Compensation services during the reporting period.
-
8. Were there any laws, initiatives, or policy changes in your state regarding victim compensation during the reporting period? If yes, please briefly describe them and their impact.
-
9. Please describe system-coordination efforts with prosecutors, law enforcement, courts, U.S. attorneys' offices, tribal systems, state VOCA Victim Assistance Coordinator, or other key personnel within the criminal justice system in your state to reduce barriers to victims who may apply to receive victim compensation.
-
10. Please explain any public outreach efforts to improve awareness of your program.
-
11. Please list any other outcome measure(s) that are reported to the governor, legislature, or other state entity that have not been reported in this submission. Provide the actual measure(s). The data may be reported separately in your progress report.
-
12. Please provide any additional comments that are helpful to improve the Victim Compensation state and/or federal program.
-

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APPENDIX A²

“American Indian or Alaska Native” refers to a person having origins in any of the original peoples of North and South America (including Central America) and who maintains tribal affiliation or community attachment. This category includes people who indicated their race(s) as “American Indian or Alaska Native” or reported their enrolled or principal tribe, such as Navajo, Blackfeet, Inupiat, Yup’ik, or Central American Indian groups or South American Indian groups.

“Asian” refers to a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. It includes people who indicated their race(s) as “Asian” or reported entries such as “Asian Indian,” “Chinese,” “Filipino,” “Korean,” “Japanese,” “Vietnamese,” and “Other Asian” or provided other detailed Asian responses.

“Black or African American” refers to a person having origins in any of the Black racial groups of Africa. It includes people who indicated their race(s) as “Black or African American” or reported entries such as Kenyan, Nigerian, or Haitian.

“Hispanic or Latino” refers to an individual who self-reports in one of the specific Spanish, Hispanic, or Latino categories listed on the Census 2010 questionnaire: “Mexican,” “Puerto Rican,” or “Cuban.” This also refers to those who indicate that they are “another Hispanic, Latino, or Spanish origin.” People who do not identify with one of the specific origins listed on the questionnaire but indicate that they are “another Hispanic, Latino, or Spanish origin” are those whose origins are from Spain, the Spanish-speaking countries of Central or South America, or the Dominican Republic. The terms “Hispanic,” “Latino,” and “Spanish” are used interchangeably.

“Native Hawaiian or Other Pacific Islander” refers to a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. It includes people who indicated their race(s) as “Pacific Islander” or reported entries such as “Native Hawaiian,” “Guamanian or Chamorro,” “Samoan,” and “Other Pacific Islander” or provided other detailed Pacific Islander responses.

“Some Other Race” includes all other responses not included in the White, Black or African American, American Indian or Alaska Native, Asian, and Native Hawaiian or Other Pacific Islander race categories described above. Respondents reporting entries such as multiracial, mixed, interracial, or a Hispanic or Latino group (for example, Mexican, Puerto Rican, Cuban, or Spanish) in response to the race question are included in this category.

“White” refers to a person having origins in any of the original peoples of Europe, the Middle East, or North Africa. It includes people who indicated their race(s) as “White” or reported entries such as Irish, German, Italian, Lebanese, Arab, Moroccan, or Caucasian.

² <http://www.census.gov/prod/cen2010/briefs/c2010br-02.pdf>

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APPENDIX B

The descriptions below are based on federal legislation (unless otherwise noted), which provides guidance to states by identifying a minimum set of acts or behaviors to define the crime. OVC understands that state statutes may vary. Please interpret your state code within the definitions provided to report requested data. For each compensation application, use the assigned crime at the time that eligibility for compensation benefits was determined.

CRIME TYPES:

a. Arson

Any willful or malicious burning or attempting to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, and so on.

b. Assault

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Simple Assault: Assaults and attempted assaults where no weapon was used, or no serious or aggravated injury resulted to the victim. Intimidation, coercion, and hazing are included.

c. Burglary

The unlawful entry of a structure to commit a felony or theft. The Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) program includes three subclassifications: forcible entry, unlawful entry where no force is used, and attempted forcible entry. The UCR definition of "structure" includes apartment, barn, house trailer or houseboat when used as a permanent dwelling, office, railroad car (but not automobile), stable, and vessel (i.e., ship).

d. Child Physical Abuse/Neglect

The Federal Child Abuse Prevention and Treatment Act (CAPTA) (42 U.S.C.A. § 5106g), as amended by the CAPTA Reauthorization Act of 2010, defines child abuse and neglect as, at minimum:

- "Any recent act or failure to act on the part of a parent or caretaker which results in death, serious physical or emotional harm, sexual abuse or exploitation"; or
- "An act or failure to act which presents an imminent risk of serious harm."

e. Child Pornography

Any visual depiction, including any photograph, film, video, picture, drawing, or computer or computer-generated image or picture, which is produced by electronic, mechanical, or other means, of sexually explicit conduct, where: (1) its production involved the use of a minor engaging in sexually explicit conduct; (2) such visual depiction is, or appears to be, of a minor engaging in sexually explicit conduct; (3) such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct; or (4) it is advertised, distributed, promoted, or presented in such a manner as to convey the impression that it is a visual depiction of a minor engaging in sexually explicit conduct.

f. Child Sexual Abuse

This includes activities by a parent or caregiver such as fondling a child's genitals, penetration, incest, rape, sodomy, indecent exposure, and exploitation through prostitution or the production of pornographic materials. Sexual abuse is defined by the Child Abuse Prevention and Treatment Act as the employment, use, persuasion, inducement, enticement, or coercion of

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any child to engage in, or assist any other person to engage in, any sexually explicit conduct or simulation of such conduct.

g. DUI/DWI Incidents

Driving or operating a motor vehicle or common carrier while mentally or physically impaired as the result of consuming an alcoholic beverage or using a drug or narcotic.

h. Fraud/Financial Crimes

Includes fraud and financial crimes; illegal acts characterized by deceit, concealment, or violation of trust and that are not dependent upon the application or threat of physical force or violence. Individuals and organizations commit these acts to obtain money, property, or services; to avoid the payment or loss of money or services; or to secure personal or business advantage.

i. Homicide

Victims of murder and voluntary manslaughter, which are the willful (intent is present) killing of one human being by another.

j. Human Trafficking: Sex/Labor

Inducing a person by force, fraud, or coercion to participate in commercial sex acts, or the person induced to perform such act(s) has not attained 18 years of age. It also covers obtaining a person through recruitment, harboring, transportation, or provision, and subjecting such a person by force, fraud, or coercion into involuntary servitude, peonage, debt bondage, or slavery (not to include commercial sex acts).

k. Kidnapping

Occurs when someone unlawfully seizes confines, inveigles, decoys, abducts, or carries away and holds for ransom or reward, by any person, except in the case of a minor by the parent thereof.

l. Other Vehicular Crimes

May include hit-and-run crimes, carjacking.

m. Robbery

Taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

n. Sexual Assault

A wide range of victimizations. These crimes include attacks or attempted attacks generally involving unwanted sexual contact between victim and offender. Sexual assaults may or may not involve force and include such things as grabbing, fondling, and verbal threats. Also included is rape, which is defined as penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration of a sex organ by another person, without the consent of the victim.

o. Stalking

Individuals are classified as stalking victims if they experienced at least one of the behaviors listed below on at least two separate occasions. In addition, the individuals must have feared for their safety or that of a family member as a result of the course of conduct or have experienced additional threatening behaviors that would cause a reasonable person to feel fear. Stalking behaviors include making unwanted phone calls; sending unsolicited or unwanted letters or e-mails; following or spying on the victim; showing up at places without a legitimate reason; waiting at places for the victim; leaving unwanted items, presents, or flowers; and posting information or spreading rumors about the victim on the Internet, in a public place, or by word of mouth.

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p. Terrorism: Domestic/International

Unlawful use of force or violence against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in furtherance of political or social objectives.

TYPES OF VICTIMIZATIONS:

q. Bullying

Repeated, negative acts committed by one or more children against another. These negative acts may be physical or verbal in nature—for example, hitting or kicking, teasing or taunting—or they may involve indirect actions such as manipulating friendships or purposely excluding other children from activities. Implicit in this definition is an imbalance in real or perceived power between the bully and victim.

r. Domestic or Family Violence

A crime in which there is a past or present familial, household, or other intimate relationship between the victim and the offender, including spouses, ex-spouses, boyfriends and girlfriends, ex-boyfriends and ex-girlfriends, and any family members or persons residing in the same household as the victim. Involves a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

s. Elder Abuse/Neglect

Also known as elder mistreatment generally refers to any knowing, intentional, or negligent act by a family member, caregiver, or other person in a trust relationship that causes harm or creates a serious risk of harm to an older person. Elder abuse may include abuse that is physical, emotional/psychological (including threats), or sexual; neglect (including abandonment); and financial exploitation. **This is a general definition**; state definitions of elder abuse vary. Some definitions may also include fraud, scams, or financial crimes targeted at older people.

t. Hate Crime

A criminal offense against A person or property motivated in whole or in part by an offender's bias against a race, religion, disability, ethnic origin, or sexual orientation.

u. Mass Violence: Domestic/International

An intentional violent criminal act, for which a formal investigation has been opened by the FBI or other law enforcement agency, that results in physical, emotional, or psychological injury to a sufficiently large number of people to significantly increase the burden of victim assistance and compensation for the responding jurisdiction.

SERVICE (EXPENSE) TYPES:

a. Crime Scene Clean Up

Report all expenses related to cleaning a crime scene.

b. Dependent Care

An individual (of any age) who may require in-home care that is not medical. This may include children and elders.

c. Economic Support

This includes payments made to cover lost wages, loss of support, education benefits, annuities, and other related subsistence payments.

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d. Funeral/Burial

This includes payments made for funeral, burial, and all other related expenses.

e. Medical/Dental (except mental health)

Report the total amount paid for all medical/dental-related expenses, including doctors, dentists, hospitals, physical therapy, ambulance, and other medically related expenses such as transportation costs, prosthetic devices, and pharmaceuticals.

f. Mental Health

These include payments made for mental health treatment, both in-patient and out-patient, including psychiatric care, counseling, therapy, and medication management.

g. Relocation

Victims who need immediate assistance to move who may receive financial assistance to relocate that is consistent with state law.

h. Replacement Services

Costs for clothing, bedding, or property seized as evidence or rendered unusable as a result of the investigation.

i. Sexual Assault Forensic Exams

These include amounts awarded regardless of whether each payment is part of a compensation claim or paid through a separate process.

j. Travel

Costs to seek medical treatment or other travel-related costs consistent with state law.

k. Other

If payments are made for services other than those listed in items a–j, please identify the type of service and the total amount paid for that service.