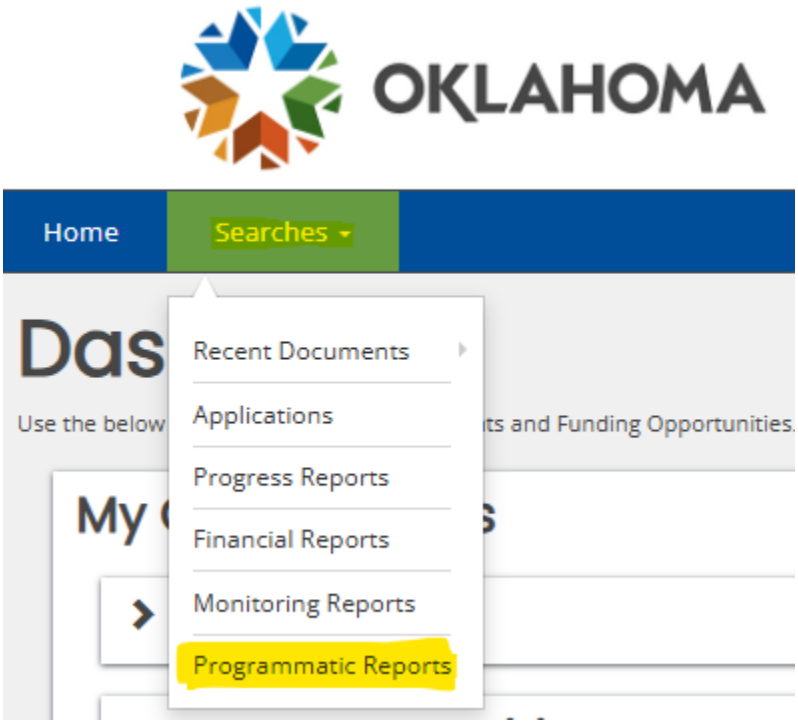
How to Complete the Subgrantee Award Report in OGX

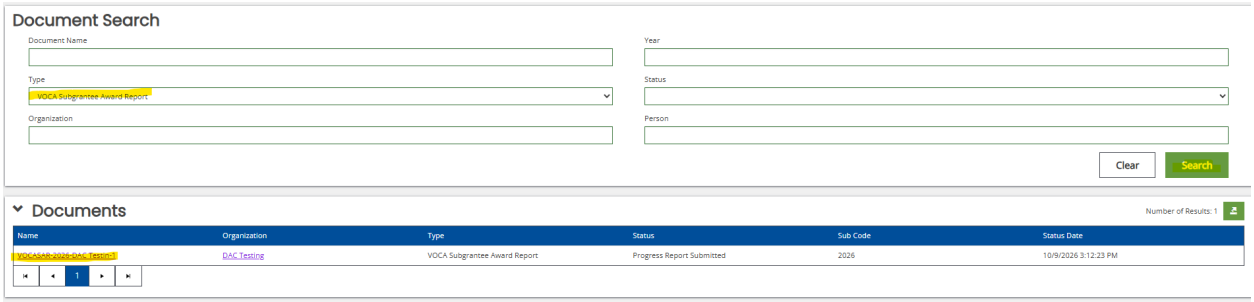
How to locate the Subgrantee Award Report

Once you are logged into OGX hover over the “Searches” button in the top panel



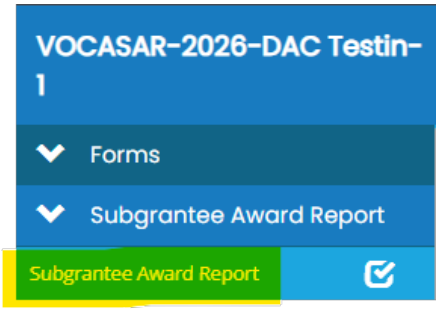
Select Programmatic Reports

You can leave the search criteria blank and select “Search” and it will show ALL of the existing Programmatic Reports OR you can select “VOCA Subgrantee Award Report” In the Type and it will only show your SAR Reports.



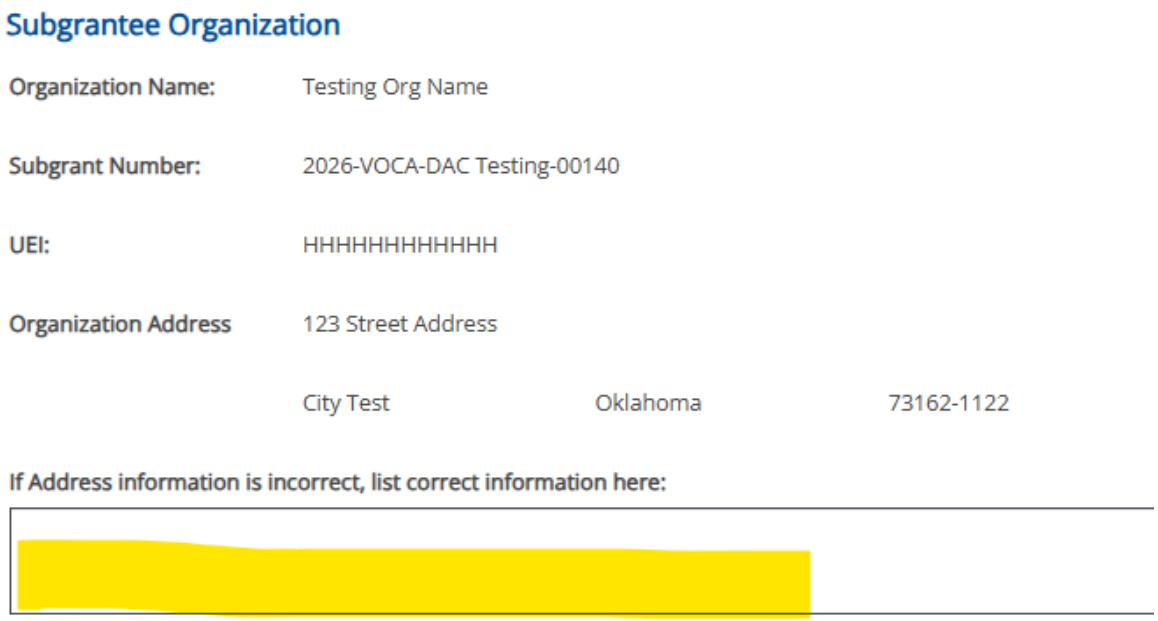
Once you are inside the SAR, you will see the Document Landing Page

In the left side Panel, select “Subgrantee Award Report”



Subgrantee Organization

Review the information in this section. If it is incorrect, please fill in the box below it.



Subgrantee Organization Point of Contact

Review the information in this section. If it is incorrect, please fill in the box below it.

Subgrantee Organization Point of Contact

Project Director: Bailey Haile

Email Address: bailey.haile@dac.state.ok.us

Phone Number: 405-264-5043

If Point of Contact information is incorrect, list correct Point of Contact, email, and phone number:

Subgrantee Organization Type

Select only ONE response in the category that best describes your organization type. If you select “Other” in any of the Categories, you must complete the bottom box.

Subgrantee Organization Type

(select only one response in the category that best describes the organization type)

Government Agencies Only: Which designation best describes your government agency?

Nonprofit Organization Only: Which designation best describes your nonprofit organization?

Federally Recognized Tribal Governments, Agencies, and Organizations Only:
Which designation best describes your tribal agency or organization?

Campus Organizations Only: Which designation best describes your campus organization?

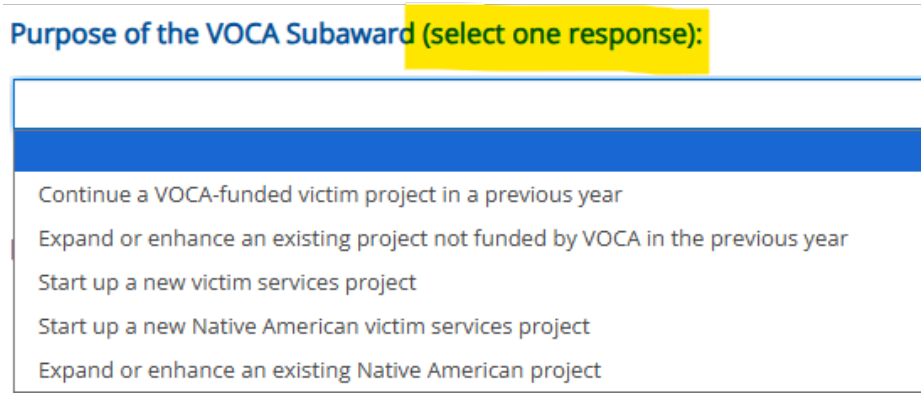
If "Other" is selected in any of the above categories, please describe:

Subgrantee Funding

Review the information. If you believe there is an error, Notify your Grant Program Specialist. You do not need to do anything in this section.

Purpose of the VOCA Subaward

Select the appropriate response

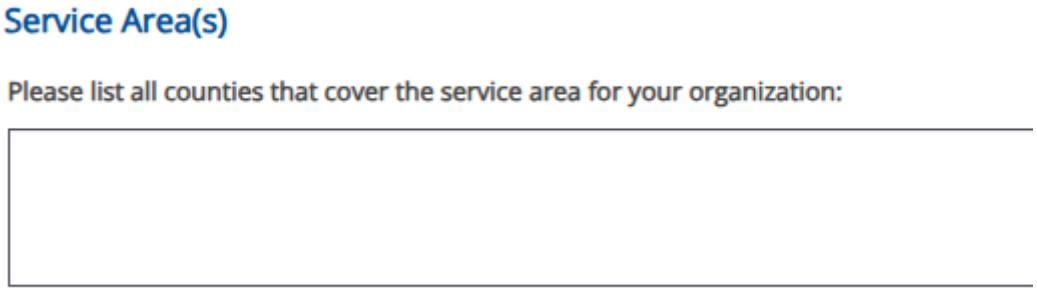


Priority and Underserved Requirement

Utilizing the Quarterly PMTs for 2025, the VOCA GPS Staff have pre-filled this section out. Review the numbers. If this does not look correct to you, please notify your GPS. You do not need to do anything additional in this section.

Service Area(s)

Please enter in the counties that your agency serves.



Subgrant Match

Due to the 2026 Match Waivers, you do not need to complete anything in this section.

Use of VOCA and Match Funds

Go through Sections A-F, check the categories of service and subcategories that best identify the types of services or activities that will be provided by the VOCA-funded project (including matching fund activities), as described below. Report only those program activities that will be implemented with VOCA funds, not the entire organization's services or those offered by another agency.

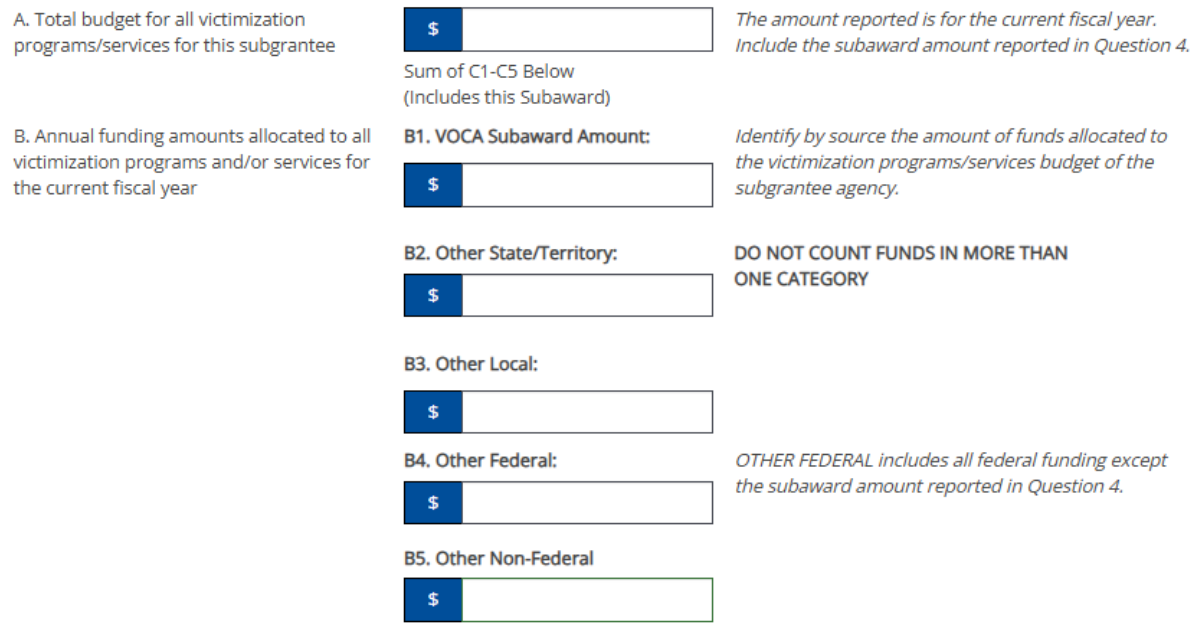
Types of Victimization

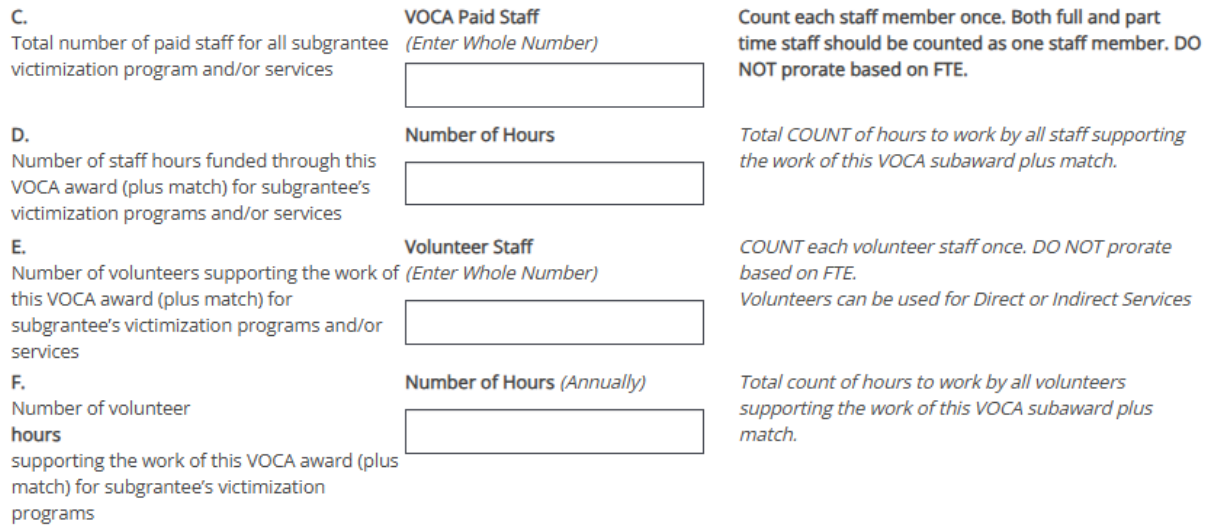
Check all of the types of victimizations the VOCA-funded project will serve. "Other" refers to a type of victimization that is not associated with any of the types provided in this list (e.g. property crimes).

If you select "Hate Crime" or "Other" you will be required to provide an explanation.

Budget and Staffing

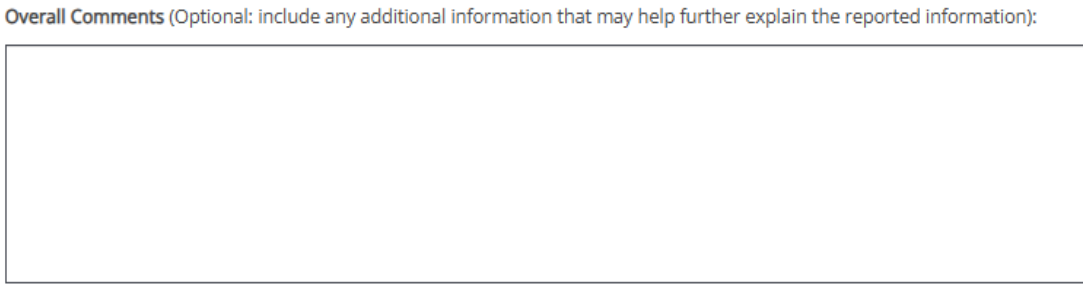
Report on the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services programs. If you receive no funding in a category, enter 0





Additional Comments

If you would like to add any additional information, you may do so in the Overall Comments box.



How to Submit the SAR

In the left side panel, scroll down to the "Status Options" Section.

You will then change the status to "Progress Report Submitted"

If the SAR was incomplete or needs corrections, your GPS will send it back to you for Modifications. Once you complete the modifications, you will change the status to "Progress Report Modifications Submitted"