

**Victims of Crime Act (VOCA)
Financial Performance and Compliance Review Action Plan
Contract #ER130220139, ER130220140**

Purpose

Respond to recommendations after desk and on-site monitoring performed by DSS and comply with the recommendations to remain in compliance with Federal awards, laws, regulations and provisions of VOCA grant agreements.

Methodology

A report was received on July 29, 2025, after a Site Review visit that indicated some areas of concern, primarily relating to the need for additional policies and procedures.

Improvement Opportunities Noted

Updating financial policies and procedures manual to include policies and procedures as recommended by Missouri DSS VOCA Financial and Administrative Guide and the Department of Justice Grants Financial Guide to include the following:

- Cybersecurity
- Whistleblower Policy

Finding and Recommendations Addressed

Finding: The agency's fiscal policies and procedures manual does not contain the following policies and procedures as required by Uniform Guidance:

- Veteran-owned businesses, and labor surplus area firms
- Procurement of Recovered Materials

Recommendation: The agency should develop and implement adequate written fiscal policies and procedures in accordance with Uniform Guidance.

Action Taken

1. Policies and Procedures identified as unclear or having missing procedures were reviewed and clarified.
2. Additional policies have been developed to address concerns.
3. Financial Policies and Procedural Manual updated and revised to include additional steps taken and/or clarification of actual procedures. (See Attached Polices.)
4. Policies/Procedures reviewed, approved, and adopted by the Board August 2025.

Plan

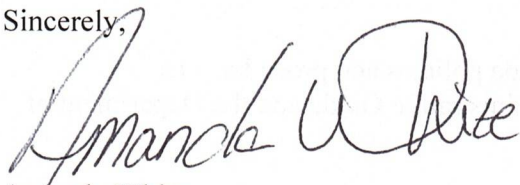
1. Await feedback and any further requests for additions or modifications by DSS to current submitted policies.

The person responsible for addressing the findings and recommendations is the Executive Director of the North Central Missouri Children's Advocacy Center:

Amanda White
906 Main Street
Trenton, MO 64683
660-359-2874
awhite@ncmochildren.org

Please do not hesitate to contact me concerning discrepancies or other identified opportunities for improvement.

Sincerely,

A handwritten signature in black ink that reads "Amanda White". The signature is fluid and cursive, with the first name "Amanda" being more prominent than the last name "White".

Amanda White
Executive Director

Attachments

Whistleblower Policy
Cybersecurity Policy
Procurement Policy
Veteran Owned Businesses