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Dear Washington Coalition of Crime Victim Advocates' (WCCVA) Staff and Board:

I am writing to confirm that all files related to the WCCVA grant, as administered by the Attorney General's Office (AGO), were to my knowledge up to date as of March 2015 when I left my position at AGO. These included biannual reports, vouchers (through December 2014), AGMAP measure reporting, and independent audits (audit submitted in February 2015).

When AGO first assumed responsibility for the WCCVA grant, the AGO transition team reviewed files from WCCA—including from before WCCVA funding came to AGO—and established performance measures and audit reporting schedules. Although I was not involved in the first AGO planning, the AGO chief of staff, policy director, and other management-level staff were.

During my time as grant manager, WCCVA and I:

- Engaged in regular communications to discuss progress on grant deliverables.
- Created biannual report expectations. (WCCVA delivered all on time.)
- Reported trainings numbers for agency AGMAP measures. (WCCVA delivered all on time.)
- Established payment protocol for WCCVA vouchers. (WCCVA timely delivered after Board approval.)

In the process of AGO establishing and refining these procedures, AGO management and financial services were involved through in-person meetings with WCCVA staff. As grantor, we had at that time been actively engaged with WCCVA.

Additionally, AGO and WCCVA partnered in outreach activities, including AGO speaking to advocates at WCCVA's legislative day and new advocate training. AGO also presented with WCCVA on the two organizations' partnership.

WCCVA staff was at all times forthcoming and timely on all information requested. I believe WCCVA staff was committed to delivering quality training and outreach to help victims of crime and meeting all contractual expectations.

Should the WCCVA staff or Board—or the relevant House and Senate committees—have any questions, please feel free to contact me.

Sincerely,

Rebecca Podszus