

# SURVIVOR LEADERSHIP SUPPORT

## WHO

Survivors of sex and labor trafficking and sex exploitation working with anti-trafficking multi-disciplinary teams (MDTs) and who are not otherwise paid for the time.

## ELIGIBLE ACTIVITIES

Survivors can be paid for the following MDT efforts:

- Attending local anti-trafficking MDT meetings.
- Guest speaking at anti-trafficking MDT meetings outside their local meeting.
- Training on the "Human Trafficking in Maine: Identification & Response" curriculum with other MDT members.
- Attending a training-of-trainers for the "Human Trafficking in Maine: Identification & Response" curriculum.
- Community awareness events (tabling, film screenings, town meetings, community dialogues) that are organized by the MDT and include at least one other MDT member.
- Panel discussions that are a part of a conference or training that the MDT is hosting.

## REQUESTING PAYMENT

The sexual assault advocate co-chair of each MDT will coordinate access to funding for any efforts serving their team.

**RATE:** \$30/hour

**MILEAGE:** Mileage will be reimbursed at \$.44/mile to and from survivor's house. The number of reimbursable miles will be determined by the mileage from Google maps. This map should be attached to the "Survivor Payment Request Form".

**PARKING AND TOLLS:** Tolls and parking may also be reimbursed. Receipts for tolls and parking must be received before payment is made.

**DRIVING TIME:** Survivors may receive \$30/hour for driving to and from MDT activities and their house. The number of reimbursable driving hours will be determined by the estimated time from google maps. This map should be included in the "Survivor Payment Request Form".

## FOR SEXUAL ASSAULT ADVOCATES

**APPROVAL:** Events and activities listed above are pre-approved for payment. If survivors request payment for activities other than those listed, sexual assault advocate co-chairs should contact MECASA for approval at [htfund@mecasa.org](mailto:htfund@mecasa.org) or by calling 207-626-0034.

**REQUEST FORM:** Fill out the "Survivor Payment Request Form" with the survivor who is requesting payment.

**PAYMENT:** Sexual assault support centers can use the VOCA-HT funds available to them to pay survivors directly. For each payment made to a survivor, the accompanying Survivor Payment Request Form should be completed and sent to MECASA at [htfund@mecasa.org](mailto:htfund@mecasa.org). Survivors must sign the bottom of the form to indicate that they have received payment before the form is sent to MECASA.

# SURVIVOR PAYMENT REQUEST FORM

# SURVIVOR LEADERSHIP SUPPORT

FORM A: FOR SURVIVOR LEADERS

Name:

MDT activity description:

Date of activity:

Time Spent at MDT Activity	_____X \$30 = \$
Time Spent Driving**	_____X \$30 = \$
Total Miles Driven**	_____X \$.44 = \$
Tolls	\$
Parking	\$
<b>TOTAL:</b>	\$

**\*\*Attach Google map directions for all travel requests.**

Once complete, give this form to the sexual assault advocate MDT co-chair for processing. After they pay you, sign below to acknowledge receipt of payment.

## RECEIPT OF PAYMENT

I, \_\_\_\_\_, received \$ \_\_\_\_\_ for the above outlined services.

Signature

Date

\_\_\_\_\_

\_\_\_\_\_

Printed Name

\_\_\_\_\_

# SURVIVOR PAYMENT REQUEST FORM

# SURVIVOR LEADERSHIP SUPPORT

**FORM B:** FOR SEXUAL ASSAULT ADVOCATES

Name:

Phone number:

MDT:

Check to acknowledge that you completed each requirement:

YES	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	The survivor completed the above outlined activity for the MDT that you chair.
<input type="checkbox"/>	<input type="checkbox"/>	You have attached a print-out of Google maps to accompany any travel requests.
<input type="checkbox"/>	<input type="checkbox"/>	You have matched the travel time requested with Google maps.
<input type="checkbox"/>	<input type="checkbox"/>	You have matched the mileage requested with Google maps.
<input type="checkbox"/>	<input type="checkbox"/>	You have attached toll and parking receipts.
<input type="checkbox"/>	<input type="checkbox"/>	You have matched the reimbursement request with toll and parking receipts.
<input type="checkbox"/>	<input type="checkbox"/>	You have paid the survivor the amount owed.
<input type="checkbox"/>	<input type="checkbox"/>	The survivor has signed to acknowledge receipt of the funds.
<input type="checkbox"/>	<input type="checkbox"/>	You have sent the form and attachments to <a href="mailto:htfund@mecasa.org">htfund@mecasa.org</a> .
<input type="checkbox"/>	<input type="checkbox"/>	You have offered a copy of the form to the survivor.

Date submitted:



The Maine Sex Trafficking & Exploitation Network is a program of the Maine Coalition Against Sexual Assault (MECASA). The Maine Human Trafficking Survivor Fund is managed by MECASA with funding and support from the Maine Department of Health & Human Services.