



MURIEL BOWSER
MAYOR

February 1, 2024

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, NW, Suite 504
Washington, DC 20004

Dear Chairman Mendelson:

I am pleased to transmit to the Council of the District of Columbia the enclosed Address Confidentiality Program Fiscal Year 2023 Annual Report, which was prepared by the Office of Victim Services and Justice Grants (“OVSJG”) pursuant to section 111 of the Address Confidentiality Act of 2018, effective July 3, 2018 (D.C. Law 22-118; D.C. Official Code § 4-555.11).

This report summarizes the work undertaken by the Address Confidentiality Program (“ACP”) from October 1, 2022, through September 30, 2023, including information on ACP operations, outreach and training, and the role of application assistants.

If you have any questions regarding this report, please contact Jennifer Porter, Director, OVSJG, at (202) 724-7216, or by email at jennifer.porter@dc.gov.

Sincerely,

A handwritten signature in black ink that reads "Muriel Bowser".

Muriel Bowser

Enclosure



ADDRESS
CONFIDENTIALITY
PROGRAM

Address Confidentiality Program Fiscal Year 2023 Annual Report

The Address Confidentiality Program (“ACP”), administered by the Office of Victim Services and Justice Grants (“OVSJG”), provides a substitute address and mail forwarding service to eligible victims of domestic violence, sexual assault, stalking, and human trafficking. The ACP also provides these services to employees and volunteers of organizations that primarily serve eligible victims as well as employees and volunteers of reproductive health organizations. Eligible individuals may qualify if they fear for their safety if their address were known by those who wish to cause them harm, be a resident of the District or will soon be a resident, have experienced the covered offenses and have a recent move or have taken measures to assure their address is not accessible online or through public records. This program is intended to help protect participants who fear for their safety by providing a substitute address to use for District government agency public records. District agencies are required by law to accept the substitute address.

This report, required by D.C. Official Code § 4–555.11, details program activity between October 1, 2022, and September 30, 2023.

Operations

Between October 1, 2022, and September 30, 2023, 47 applications were received (43 were approved, three were declined, one was deemed incomplete and was never amended, and zero are pending). Forty-six participants were approved as victims of a covered offense; this includes three applications that were pending at the time of the 2022 report and were accepted in the following fiscal year.

The average turnaround time from submission of a completed application to issuance of a determination was 5.9 days. Program policy allows for ten business days to process, vet, and make determinations on applications.

Outreach and Training

In Fiscal Year 2023, the ACP provided 8 web-based informational sessions to 143 people. In addition, ACP training recordings were provided through e-learning platform Articulate to 751 Metropolitan Police Department officers. ACP training recordings were also provided to 43 domestic violence advocates and updated ACP information was provided via DC SAFE, one of

OVSJG’s non-profit partners, as a refresher to 1300 officers. There were four in person events where information on the ACP reached approximately 100 residents, for a total of 2,337 people trained on and/or informed of the ACP by OVSJG.

Application Assistants

Application Assistants (“AAs”) are trained by the ACP and work with interested individuals to assess their eligibility and apply to the program. In Fiscal Year 2023, nine training courses were held and attended by 31 AAs. The ACP has trained 55 AAs from 16 non-profit providers.

Additionally, five networking and educational sessions were provided to all AAs with topics including the ACP application process, self-care and advocacy, goals and balance, stalking (virtual and in person) and our survivors, and how to work with clients on financial management.

Materials were created for the AAs to expand their knowledge and to answer common questions or address trending issues. These resources include:

- An online interactive booster training to recertify an AA for 2 years, and
- Quarterly newsletters to inform AAs of program updates, trends, laws, and other helpful tips.

Additional Information

Program materials, information on how to participate in the program or how to become an AA, and more can be viewed on the ACP webpage at ovsjg.dc.gov/acp.