

MSP Board Orientation

Acronym and Program Reference Guide

Board Member Resource

This guide translates the abbreviations most often used across MSP programs, funding, legal services, reporting, and governance.

Important distinction OVC is a federal office within the U.S. Department of Justice. OVS is the New York State funding agency.

MSP Programs and Internal Initiatives

Term	Meaning	How it is used at MSP
MSP	My Sisters' Place	Westchester nonprofit working to end domestic violence and human trafficking through free supportive, educational, and legal services.
CLS	Karen Cheeks-Lomax Center for Legal Services	Provides free, trauma-informed family-law and immigration representation, legal advice, referrals, and advocacy.
ATP	Anti-Trafficking Program	Provides specialized case management, advocacy, legal services, benefit certification support, referrals, training, and outreach for trafficking survivors.
DVEP	Domestic Violence Education and Prevention Program	MSP's education and prevention work with youth, parents, schools, professionals, and community groups.
SAFER	Students Advocating For Equal Relationships	Youth leadership initiative focused on healthy relationships, dating violence, technology abuse, bystander skills, and peer leadership.
HEARTs	Healing Encouraging and Restoring Together	Four-workshop family series helping caregivers and children understand trauma's effects on emotions, behavior, and relationships.
REAL	MSP youth prevention program name	A program within DVEP. Current MSP materials use REAL as the program title without a spelled-out expansion.
LCC	Linking Communities Collaboration	Capacity-building initiative supporting accessible, culturally responsive services for Deaf, DeafBlind, DeafDisabled, Hard of Hearing, and Late-Deafened survivors.
DVHRT	Domestic Violence High Risk Team	Countywide multidisciplinary response that identifies survivors at high risk of serious injury or homicide and coordinates referrals and intervention.
STRIVE	Statewide Targeted Reductions in Intimate Partner Violence	New York initiative strengthening high-risk identification, law-enforcement response, and connections to specialized victim services.
P2P	Peer to peer fundraising	Supporters create personal fundraising pages and activate their networks for MSP campaigns and events.

Core service continuum Residential and Transitional Services; Family Services; Education and Prevention; and the Karen Cheeks-Lomax Center for Legal Services.

Government Funders and Funding Streams

Term	Meaning	How it is used at MSP
DOJ	U.S. Department of Justice	Federal department that includes OVW and OVC and supports victim services, legal services, prevention, and justice-system initiatives.
OVW	Office on Violence Against Women	DOJ office administering VAWA grant programs used for legal assistance, disability access, youth, and coordinated community response work.
OVC	Office for Victims of Crime	Federal DOJ office supporting victim assistance, services, training, and capacity building. Do not confuse with New York State OVS.
HUD	U.S. Department of Housing and Urban Development	Federal housing agency; relevant to emergency shelter, homelessness response, and housing funding.
HHS	U.S. Department of Health and Human Services	Federal department supporting health and human-service funding, including family violence programs.
ACF	Administration for Children and Families	HHS division that administers programs serving children, families, and survivors, including FVPSA funding.
FVPSA	Family Violence Prevention and Services Act	Federal law and core funding stream supporting domestic violence shelter and supportive services.
VAWA	Violence Against Women Act	Federal law authorizing grant programs addressing domestic violence, dating violence, sexual assault, and stalking.
LAV	Legal Assistance for Victims	OVW grant program supporting comprehensive legal services for survivors.
ESG	Emergency Solutions Grants	HUD funding for homelessness prevention, emergency shelter, rapid rehousing, and related services; MSP's chart includes a Yonkers ESG award.
ARPA	American Rescue Plan Act	Federal relief funding that may be awarded through state or local governments; MSP's chart includes a Mount Vernon ARPA award.
SSBG	Social Services Block Grant	Federal funding passed through state or county entities for eligible social services.

New York State Agencies and Systems

Term	Meaning	How it is used at MSP
NYS	New York State	Used before state agencies, laws, initiatives, and funding programs.
OVS	New York State Office of Victim Services	Major state victim-services funder supporting counseling, advocacy, shelter, legal services, and other assistance.
OPDV	New York State Office for the Prevention of Domestic Violence	State agency coordinating domestic-violence policy, training, prevention, and funding, including SAFE or flexible-fund initiatives.
DCJS	New York State Division of Criminal Justice Services	State agency supporting criminal-justice programs, victim services, and initiatives such as STRIVE.
OCFS	New York State Office of Children and Family Services	State agency regulating and funding domestic-violence residential and non-residential services.
OTDA	New York State Office of Temporary and Disability Assistance	State agency overseeing public benefits and New York's response and certification processes for human-trafficking survivors.
SFS	Statewide Financial System	New York State portal used for vendor, procurement, contract, and grant-related transactions.
DVIS	Domestic Violence Information System	OCFS web-based data system used for required domestic-violence program reporting.

County Local Legal and Partner Organizations

Term	Meaning	How it is used at MSP
DSS	Department of Social Services	Westchester County partner and funder for shelter, benefits, housing vouchers, referrals, and safety coordination.
OFW	Westchester County Office for Women	County office supporting domestic-violence services, referrals, funding, and the Family Justice Center.
WCYB	Westchester County Youth Bureau	County funder and partner supporting youth development and prevention initiatives.
FJC	Family Justice Center	Westchester County courthouse-based location connecting survivors with advocacy and legal assistance.
JCLS	Judiciary Civil Legal Services	New York judiciary funding supporting civil legal services for low-income New Yorkers.
IOLA	Interest on Lawyer Account Fund of the State of New York	Supports civil legal assistance for low-income New Yorkers and is a legal-services funder in MSP's grant portfolio.
LSHV	Legal Services of the Hudson Valley	Regional civil legal-services partner and funding collaborator.
NYSCADV	New York State Coalition Against Domestic Violence	Statewide membership and advocacy coalition. It is a partner and policy resource, not a government funder.

Grant Reporting and Development Terms

Term	Meaning	How it is used at MSP
RFP	Request for Proposals	Competitive solicitation describing a funder's priorities, eligibility, scope, budget, and application requirements.
NOFO	Notice of Funding Opportunity	Federal announcement of an available grant opportunity and its application rules.
LOI	Letter of Inquiry or Letter of Intent	Short preliminary submission used by some funders before inviting a full proposal.
MOU	Memorandum of Understanding	Written agreement describing partner roles, responsibilities, and shared expectations.
KPI	Key Performance Indicator	Measure used to track program, fundraising, financial, or operational performance.
FY	Fiscal Year	MSP's financial and reporting year. Confirm the specific start and end dates when reviewing a grant or report.
YTD	Year to Date	Results accumulated from the beginning of the current fiscal or calendar year through the reporting date.
CRM	Constituent Relationship Management system	System for tracking donors, prospects, volunteers, communications, gifts, and stewardship; MSP uses Bloomerang for development work.
VAWA MEI	VAWA Measuring Effectiveness Initiative	Reporting framework and system used by OVW grantees to submit performance information.
GAR	Grant activity report	A periodic grant report term used in MSP's IOLA reporting schedule; always follow the funder's specific form and instructions.
UEI	Unique Entity Identifier	Federal identifier used for organizations applying for and managing federal awards.
SAM.gov	System for Award Management	Federal registration and opportunity platform required for many federal grants and contracts.
JustGrants	DOJ grants management system	Portal used for DOJ grant applications, awards, reporting, and grant administration.
Apricot	Program data and case-management system	MSP uses Apricot for program data collection, outcomes, dashboards, and grant reporting.
Bloomerang	Development database and fundraising platform	Used for donor records, gifts, communications, volunteer information, segmentation, and fundraising activity.

Service Legal and Accessibility Terms

Term	Meaning	How it is used at MSP
DV	Domestic violence	Pattern of abusive behavior used to establish or maintain power and control within a relationship.
IPV	Intimate partner violence	Physical, sexual, psychological, stalking, or coercive abuse by a current or former intimate partner.
TDV	Teen dating violence	Abuse or coercive control within adolescent dating relationships.
HT	Human trafficking	Sex or labor trafficking involving exploitation through force, fraud, or coercion; commercial sexual exploitation of a minor does not require proof of force, fraud, or coercion.
SA	Sexual assault	Nonconsensual sexual contact or conduct; a service and advocacy area referenced in MSP legal and partnership work.
OP	Order of Protection	Court order intended to protect a person from abuse, threats, harassment, or other prohibited conduct.
SIJS	Special Immigrant Juvenile Status	Immigration classification for certain children who cannot reunify with one or both parents because of abuse, neglect, abandonment, or a similar basis under state law.
USCIS	U.S. Citizenship and Immigration Services	Federal agency that adjudicates immigration benefits, including several forms of relief handled by CLS.
ASL	American Sign Language	Language used by many Deaf community members; MSP provides ASL-accessible information and language access.
ADA	Americans with Disabilities Act	Federal civil-rights law prohibiting disability discrimination and requiring accessible services and reasonable modifications in covered settings.
LGBTQIA+	Lesbian gay bisexual transgender queer or questioning intersex asexual and other identities	Inclusive term used when discussing equitable, affirming access to services and community partnerships.
PTSD	Post-traumatic stress disorder	Trauma-related mental health condition that may affect some survivors; avoid assuming a diagnosis.

Leadership Governance and Finance Terms

Term	Meaning	How it is used at MSP
BOD	Board of Directors	Governing body responsible for mission stewardship, fiduciary oversight, strategy, executive accountability, and resource development.
CEO	Chief Executive Officer	Leads MSP, implements Board-approved strategy and policy, and is accountable for organizational performance.
CPO	Chief Program Officer	Oversees program strategy, service delivery, quality, compliance, and program outcomes.
COO	Chief Operations Officer	Oversees organizational operations, infrastructure, systems, facilities, and administrative functions.
CFO	Chief Financial Officer	Oversees accounting, budgeting, forecasting, cash flow, internal controls, audit coordination, and compliance.
CDO	Chief Development Officer	Leads fundraising, donor strategy, grants, communications alignment, events, and revenue diversification.
ED	Executive Director	Common nonprofit title for the chief staff executive; some external materials may use ED where MSP uses CEO.
Form 990	IRS annual information return	Public nonprofit filing describing mission, governance, programs, compensation, and financial activity.

Board Orientation Essentials

- MSP is more than a shelter. Its continuum includes crisis response, residential and transitional services, counseling, advocacy, children's services, prevention education, legal services, immigration assistance, and anti-trafficking support.
- MSP services are free and confidential for eligible clients, with language access and referrals when a need falls outside MSP's scope.
- Board members strengthen the mission through oversight, advocacy, fundraising, introductions, visibility, volunteer recruitment, and informed ambassadorship.

Immediate help MSP 24/7 Hotline 1-800-298-7233 (SAFE). If someone is in immediate danger, call 911. General office 914-683-1333.

Reference sources MSP Board Orientation materials; MSP Grants Reporting Chart updated January 2026; MSP service pages; and official government funder resources. Confirm program-specific terminology against the current award, contract, or reporting instructions.