

NATHAN DEAL
GOVERNOR



JAY NEAL
EXECUTIVE DIRECTOR

The Criminal Justice Coordinating Council (CJCC) is pleased to announce that it is seeking competitive applications for funding under the Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA) Grant Program.

**Services, Training, Officers, Prosecution Violence Against Women Act
(S.T.O.P. VAWA) Grant Program
2017 Competitive Request for Applications
CFDA 16.588**

Eligibility

Applicants are limited to non-profit, non-governmental, or local government agencies located in Georgia that provide services to victims or hold offenders accountable through prosecution, courts, or law enforcement activities. Crimes addressed by S.T.O.P. VAWA are limited to domestic violence, dating violence, sexual assault, and/or stalking.

Applicant agencies should be certified and eligible to receive Local Victim Assistance Program (LVAP) 5% funds. Agencies without certification may apply for funding; however, if funding is awarded the agency will have to complete certification requirements prior to receiving an award.

Deadline

Applications are due at 5:00 p.m. on Tuesday, February 13, 2018

Award Period

Initial Award period April 1-December 31, 2018. Awarded agencies will be eligible annually for continued funding at the amount awarded through December 31, 2020. All continuation funding will be contingent upon availability of funds and compliance with grant management requirements.

Contact Information

For assistance with the requirements of this solicitation, contact:

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In accordance with the Americans with Disabilities Act, the State will provide reasonable accommodation for persons with disabilities. If you need a reasonable accommodation, please contact CJCC at 404-567-1956 or Kristy.Carter@cjcc.ga.gov

Release Date: January 5, 2018
Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA)
Grant Program
2017 Competitive Request for Applications (RFA)

Criminal Justice Coordinating Council

The Criminal Justice Coordinating Council (CJCC) is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), the Council is comprised of twenty-six members representing various components of the criminal justice system. CJCC is charged with fiscal and programmatic oversight of the Services, Training, Officers, Prosecution Violence Against Women Grant Program.

CJCC is soliciting applications for the VAWA Grant Program. Agencies must submit an application to be considered for funding. Agencies are encouraged to read this entire RFA thoroughly before preparing and submitting their grant application. This application is open to all agencies meeting eligibility guidelines for the VAWA program; decisions about grant awards will be determined through a competitive process.

Overview

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice (DOJ). Created in 1995, OVW implements VAWA and subsequent legislation as well as provides national leadership on issues of sexual assault, domestic violence, dating violence, and/or stalking. Since its inception, OVW has supported a multifaceted approach to crime response through implementation of grant programs authorized by VAWA. By forging state, local, and tribal partnerships among police, prosecutors, judges, victim advocates, health care providers, faith leaders, organizations that serve culturally specific and underserved communities, and others, OVW grants help provide victims with the protection and services they need to pursue safe and healthy lives while improving communities' capacity to hold offenders accountable for their crimes. By statute, the S.T.O.P. Formula Grant Program supports communities in their efforts to develop and strengthen effective law enforcement and prosecution strategies to combat violent crimes against women and to develop and strengthen victim services in cases involving violent crimes against women.

A. Eligibility

Any award made pursuant to this solicitation is dependent upon the receipt and availability of federal grant awards and any requirements or conditions attached thereto.

Awards are limited to agencies that work to combat domestic violence, dating violence, sexual assault, and/or stalking and are operated by a public agency, a nonprofit organization, or a combination of such agencies or organizations in order to be eligible to receive S.T.O.P. VAWA grant funds. These organizations include, but are not limited to: sexual assault and rape treatment centers, domestic violence programs and shelters, community-based organizations, prosecution

units, courts, law enforcement units, and universities. Some examples of such organizations include, but are not limited to the following:

- **Criminal Justice Agencies** – Law enforcement agencies, prosecutors’ offices, corrections departments, and probation and paroling authorities are eligible to receive VAWA funds to help pay for victims’ services and Criminal Justice Systems Improvement (CJSI) programs dedicated exclusively to cases involving domestic violence, dating violence, sexual assault, and/or stalking. Criminal Justice agencies must collaborate with victim service providers to ensure victim safety, confidentiality and autonomy, and to promote victims’ economic independence. This collaboration must be documented in a current and valid letter of support or Memorandum of Understanding submitted as an attachment to the application.

Per the 2013 VAWA Reauthorization, CJCC must award at least 25% for law enforcement, 25% for prosecutors, and 5% to state and local (including tribal and juvenile) courts. The “courts” allocation is “to” courts, rather than “for” courts, so the money must be awarded to a court entity.

“Court” is defined in VAWA as “any civil, criminal, tribal and Alaska Native Village, federal, state, local, or territorial court having jurisdiction to address domestic violence, dating violence, sexual assault, and/or stalking, including immigration, family, juvenile, and dependency courts, and the judicial officers serving in those courts, including judges, magistrate judges, commissioners, justices of the peace, or any other persons with decision making authority.” Examples could include a state administrative office of the courts, a state supreme court, a local domestic violence court, a local probation project (in a state where probation is part of the courts). Funds initially awarded to a court can be subcontracted by the subgrantee to other entities for all or part of the grant project.

- **Victim Service Organizations** – Applicants for VAWA Victim Services programs must be a victim service provider as defined in the 2013 VAWA Reauthorization statute. “Victim service provider” means a **nonprofit, nongovernmental or tribal organization or rape crisis center, including a State or tribal coalition, that assists or advocates** for domestic violence, dating violence, sexual assault, and/or stalking victims, including domestic violence shelters, faith-based organizations, and other organizations, with a **documented history of effective work** concerning domestic violence, dating violence, sexual assault, and/or stalking.

Per the 2013 VAWA Reauthorization, CJCC must award at least 30% for victim services of which at least 10% must be distributed to culturally specific community-based organizations.

“Victim services” and “services” mean activities/assistance provided to victims of domestic violence, dating violence, sexual assault, and/or stalking including telephonic or web-based hotlines, legal advocacy, economic advocacy, emergency and transitional shelter, accompaniment and advocacy through medical, civil or criminal justice, immigration, and social support systems, such as: crisis intervention, short-term individual and group support services, information and referrals, culturally specific services, population specific services, and other related supportive services.

- **Culturally Specific Organizations** – “Culturally specific” means “primarily directed

toward racial and ethnic minority groups.” The term “racial and ethnic minorities” as defined in section 1707(d) of the Public Health Service Act (42 U.S.C. 300u-6(g)), which means “American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics¹.” Culturally specific services mean “community-based services that include culturally relevant and linguistically specific services and resources to culturally specific communities.”

- **Community-Based Organizations** - Community-Based Organizations are non-profit, non-governmental, and tribal organizations that serve a specific geographic community.
- **Population Specific Organizations** – “Population specific organization” means a nonprofit, nongovernmental organization that primarily serves members of a specific underserved population and has demonstrated experience and expertise providing targeted services to members of that specific underserved population. “Population specific services” means victim-centered services that address the safety, health, economic, legal, housing, workplace, immigration, confidentiality, or other needs of victims of domestic violence, dating violence, sexual assault, and/or stalking, and that are designed primarily for and are targeted to a specific underserved population.
- **Rape Crisis Centers** – “Rape crisis center” means a non-profit, non-governmental, or tribal organization or governmental entity in a State other than a Territory that provides intervention and related assistance to victims of sexual assault without regard to their age. In the case of a governmental entity, the entity may not be part of the criminal justice system (such as a law enforcement agency) and must be able to offer a comparable level of confidentiality as a non-profit entity that provides similar victim services.
- **Religiously-Affiliated Organizations** – Organizations receiving VAWA funds must ensure that services are offered to all crime victims of domestic violence, dating violence, sexual assault and/or stalking without regard to religious affiliation and that the receipt of services is not contingent upon participation in a religious activity or event. Faith-based and community organizations will be considered for awards as are other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other subgrantees in the administration of such awards. No eligible subgrantee will be discriminated against on the basis of its religious character, affiliation, or name. Faith-based and community organizations are required to abide by the same regulations and requirements specifically associated with the program under which they are awarded a grant, as any other agency awarded funding.

Additional Specific Eligibility Requirements

S.T.O.P. VAWA established eligibility criteria that must be met by **all** organizations receiving funds. These funds are to be awarded to subgrantees only for providing services to victims of crime through their staff. For more information on eligibility, please see the [2016 S.T.O.P. VAWA Frequently Asked Questions](#).

¹ The term “Hispanic” means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

Each subgrantee organization shall meet the following requirements. Failure to meet the federal statutory requirements may jeopardize funding for the entire state of Georgia. Please read the following requirements carefully:

- **Public or non-profit organization** – To be eligible to receive VAWA funds, organizations must be operated by a public or private non-profit organization, or a combination of such organizations, and provide services directly to crime victims.
- **Provide match** –All CJSI projects conducted by agencies **other than victim service providers** must provide 25% cash or in-kind match from non-federal sources to the federal amount awarded which must include the use of allowable volunteer services. This requirement applies to neither federally recognized tribes or projects conducted on tribal land nor U.S. territories excluding Puerto Rico. Please see pages 11-12 and 16-17 for additional information on match requirements.
- **Record of effective services** – Existing programs must demonstrate a record of providing effective services to crime victims. This includes having the support and approval of its direct services by the community, a history of providing direct services in a cost-effective manner, and a breadth or depth of financial support from other sources. For a glossary of terms and services, please refer to the [2018 Victim Service Statistical Report \(VSSR\) Subgrantee Guide](#) on CJCC’s website.
- **Diverse Funding Sources for New Programs** – Those programs that have not yet demonstrated a record of providing services may be eligible to receive VAWA funding if they can demonstrate that at least 25% of their financial support comes from non-federal sources in the year of or the year preceding the award. Generally, organizations should have a variety of funding sources besides federal funding in order to ensure their financial stability.
- **Promotion of community efforts to aid crime victims** – Promote community-served coordinated public and private efforts to aid crime victims. Coordination may include, but is not limited to, serving on federal, state, local, or tribal work groups to oversee and recommend improvements to community responses to crime victims and developing written agreements and protocols for such responses.
- **Assistance to victims in applying for compensation** – Assist potential recipients of crime victim compensation benefits (including potential recipients who are victims of federal crime) in applying for such benefits including, but not limited to: referring such potential recipients to an organization that can so assist, identifying crime victims and advising them of the availability of such benefits, assisting such potential recipients with application forms and procedures, obtaining necessary documentation, monitoring claim status, and intervening on behalf of such potential recipients with the crime victims’ compensation program.
- **Comply with federal rules regulating grants** – Applicants must comply with the applicable provisions of S.T.O.P. VAWA, the Program Guidelines, and the requirements of the

[Department of Justice \(DOJ\) Financial Guide](#), effective edition, which includes maintaining appropriate programmatic and financial records that fully disclose the amount and disposition of S.T.O.P. VAWA funds received. Other requirements are also outlined in the special conditions to the subgrant award. This includes financial documentation for disbursements, daily time and attendance records specifying time devoted to allowable S.T.O.P. VAWA victim services, client files, the portion of the project supplied by other sources of revenue, job descriptions, contracts for service, and other records which facilitate an effective audit.

- **Comply with CJCC grant requirements** – Agencies must adhere to financial and programmatic guidelines, comply with deadlines, and provide all information to CJCC and/or other state/federal agencies as requested in a timely manner, including: Office of the Inspector General, Georgia Department of Audits and Accounts, and Department of Justice.
- **Services to victims of federal crimes** – Applicants must provide services to victims of federal crimes on the same basis as victims of state and/or local crimes.
- **Promote victim safety** – CJCC prohibits activities that compromise victim safety, such as requiring victims to meet with offenders. Criminal Justice agencies must collaborate with victim service providers to ensure victim safety, confidentiality and autonomy, and to promote victims’ economic independence.

Because of the overall purpose of the program to enhance victim safety and offender accountability, grant funds may **not** be used to support activities that compromise victim safety and recovery. The following activities have been found to jeopardize victim safety, deter/prevent physical and/or emotional healing for victims, and/or allow offenders to escape responsibility for their actions:

- Procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, relationship to the perpetrator, or the age and/or gender of dependent children,
- Procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services,
- Offering perpetrators the option of entering pre-trial diversion programs or placing batterers in anger management programs,
- Requiring mediation or counseling for couples as a systemic response to domestic violence, sexual assault, or situations in which child sexual abuse is alleged,
- Requiring victims to report sexual assault, stalking, dating violence, and/or domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings,
- Relying on court-mandated batterer intervention programs that do not use the coercive power of the criminal justice system to hold batterers accountable for their behavior, and

- Supporting policies or engaging in practices that impose restrictive conditions to be met by the victim in order to receive services (e.g., attending counseling or seeking an order of protection).
- **No charges to victims for VAWA-funded services** – Applicants must provide direct services to crime victims at no charge if served through the VAWA-funded project. With respect to the VAWA requirement concerning costs for criminal charges and protection orders, a state or territory must certify that its laws, policies, and practices do not require:
 - The prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, and/or stalking offense in connection with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal, or service of a protection order or petition for a protection order to protect a victim of domestic violence, dating violence, stalking, or sexual assault, or
 - The victim to bear costs associated with the filing of criminal charges against the offender or the costs associated with the filing, issuance, registration, modification, dismissal, withdrawal, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the state, tribal, or local jurisdiction.
- **Maintain confidentiality** – Eligible agencies must have policies and procedures in place that reasonably protect the confidentiality and privacy of persons receiving services under this program. These measures must prohibit the release of personally identifying information or client information except in certain circumstances. Policies and procedures must allow for information sharing of certain non-personally identifying data and court, law enforcement, and prosecution generated information in certain circumstances.
- **5% Local Victim Assistance Program (LVAP) Certification and Eligibility** – Applicant agencies **should** be certified and eligible to receive 5% funds. Agencies **without** certification may apply for funding; however, if funding is awarded the agency will have to complete certification requirements prior to being awarded VAWA funds.
- **Cooperation with Law Enforcement and the Criminal Justice System – Effective January 5, 2009, an applicant will be ineligible for S.T.O.P. Program funds if victims are required to cooperate with** law enforcement or participate in the criminal justice system in order to receive an exam, payment for the exam, or both. Some victims are unable or unready to decide whether they want to cooperate with law enforcement in the immediate aftermath of the assault. Because evidence is lost as time progresses, such victims should be encouraged to have the evidence collected immediately and decide about reporting the crime at a later date.
- **Judicial notification** – Applicants certify that judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 922(g)(8) and (g)(9) of Title 18 of the United States Code and any applicable related federal, state, or local laws.
- **Legal assistance** – Under Statutory Purpose Area #5, as amended in the 2013 VAWA Reauthorization, states can now provide a full range of legal services, such as housing,

family law, public benefits, and other similar matters. Any subgrantee providing legal assistance must certify that:

- Any person providing legal assistance with S.T.O.P. funds
 - a. Has demonstrated expertise in providing legal assistance to victims of domestic violence, sexual assault, and/or stalking in the targeted population or
 - b. Is partnered with an entity or person that either has such demonstrated expertise or has completed or will complete training in connection with domestic violence, dating violence, stalking, sexual assault, and/or related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide,
 - Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, or local domestic violence, dating violence, sexual assault, and/or stalking victim service provider or coalition as well as appropriate tribal, state, territorial, and local law enforcement officials,
 - Any person or organization providing legal assistance through the S.T.O.P. program has informed and will continue to inform state, local, and/or tribal domestic violence, dating violence, and/or sexual assault programs and coalitions as well as appropriate state and local law enforcement officials of their work, and
 - The subgrantee's organizational policies do not require mediation or counseling such that offenders and victims physically together in cases where sexual assault, domestic violence, dating violence, and/or child sexual abuse is an issue.
- **Prohibit Polygraph Testing** – With respect to the VAWA requirement prohibiting polygraph testing, the applicant must certify that:
 - Its laws, policies, and/or practices ensure that no law enforcement officer, prosecuting officer, or other government official shall ask or require an adult, youth, or child victim of an alleged sex offense as defined under federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense, and
 - The refusal of a victim to submit to a polygraph examination or other truth telling device shall not prevent the investigation, charging, or prosecution of an alleged sex offense.

Program Scope

Activities supported by the VAWA Grant Program are determined by statute, federal regulations, and OVW policies. If an applicant receives an award, the funded project is bound by the provisions of this solicitation, the OVW Financial Guide, any updates to the Financial Guide, and the conditions of the recipient's award.

Priority Areas

In FY 2017, CJCC is interested in supporting the priority areas identified below. Applicants may propose a project in one of the priority areas. Please see Appendices B and C on pages 24-28 for priority areas.

B. Reporting Requirements

CJCC requires that grantees comply with and fully participate in the financial, programmatic, and evaluation reporting for this grant program. CJCC staff provide training and technical assistance to assist subgrantees in accurate data collection and reporting. Assistance may be requested by contacting your assigned grant specialist.

Data submitted on Annual Progress Reports, the Criminal Justice Services Statistical Report (CJSSR), and/or the Victim Services Statistical Report (VSSR) must be prorated to accurately reflect the use of S.T.O.P. VAWA federal AND match funds. Subgrantees are expected to establish data collection and reporting systems to provide CJCC with accurate, prorated data by each applicable deadline. Outcome performance measures (OPM) data is reported regardless of funding source and therefore does not require proration.

Failure to submit any required reports by the deadline specified will significantly delay any and all subgrant expenditure reimbursements (SERs) submitted within the grant period. Repeated failure to comply with deadlines will result in a staff recommendation to Council requesting a reduction in the overall grant award.

Annual Progress Reports: As a result of VAWA 2000, all subgrantees are statutorily required to report on the effectiveness of their projects, and the Attorney General must report to Congress on the effectiveness of each grant program. Therefore, subgrantees funded under this program must collect and maintain data that measures their effectiveness. Subgrantees are required to submit an Annual Progress Report to CJCC.

CJCC staff will send the Annual Progress Report and instructions to subgrantees during the first quarter of 2019. Subgrantees are required to complete and submit the report to CJCC within two weeks of receipt. The report covers the previous grant year, April 1-December 31, 2018. CJCC will review and validate the reports and follow up with subgrantees as appropriate. CJCC has until the end of the quarter to submit the reports to OVW. Forms and instructions can be found at the [Measuring Effectiveness Initiative website](#).

If the Office on Violence Against Women detects any errors (provided in the “Red Flag Report”) your agency must supply CJCC with corrected information within **5 business days** of the request for corrections.

Subgrantees funded under the law enforcement, prosecution, courts, discretionary, or training provision of S.T.O.P. VAWA CJSI grants will complete the CJSSR form. This includes victim service projects that incorporate criminal justice system improvement components such as Coordinated Community Response/Sexual Assault Response Team/Multidisciplinary Team (CCR/SART/MDT) coordination. Effective in 2015, the reporting periods have been changed to an annual basis instead of a semi-annual basis.

<i>CJSSR ANNUAL REPORTS</i>	
<i>REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>April 1 – December 31</i>	<i>March 30</i>

All statistical reports must be submitted using CJCC’s online reporting system. CJCC will send subgrantees the link to submit these annual reports by March 1, at which time subgrantees may log in with their username and password to input data. The link will shut down on the last day of the reporting period. For more information on CJSSR reporting, please read the [2017 CJSSR Guide](#).

Quarterly Progress Reports: All VAWA subgrantees will be required to submit reports on their program outputs supported by VAWA funding on a quarterly basis. VAWA subgrantees must complete the VSSR which details the number of victims (new and existing) served by type of victimization and number of services delivered by type of service. VAWA subgrantees must collect data according to the categories of the VSSR. Victimization and service definitions are provided in the [2018 VSSR Guide](#), which is posted on CJCC’s website. All statistical reports are due 30 days following the end of the quarter.

<i>VSSR QUARTERLY PROGRESS REPORTS</i>	
<i>REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>July 1 – September 30</i>	<i>October 20</i>
<i>January 1 – March 31</i>	<i>April 20</i>
<i>April 1 – June 30</i>	<i>July 20</i>
<i>October 1 – December 31</i>	<i>January 20</i>

All statistical reports must be submitted electronically using CJCC’s online reporting tool. Subgrantees will receive the link for the reporting tool, along with a username and password to complete their report, on a quarterly basis.

Annual Outcome Reports: All VAWA victim service subgrantees must use the survey instruments on the CJCC’s website to submit reports on their program outcomes. The instruments are categorized by the type of victim an agency serves. VAWA subgrantees must follow the updated version of the [Outcome Performance Measurement Guide](#). The [surveys](#) are available on the CJCC website along with Excel spreadsheets to compile and aggregate data from individual clients.

Outcome performance data are reported once per year. Because the outcome survey should be provided to all clients, regardless of whether their services were supported by VAWA funding, the due dates and reporting periods do not correspond to the VAWA grant year. Outcome performance reporting dates for ALL victim services subgrantees are as follows:

<i>OUTCOME PERFORMANCE MEASURES</i>	
<i>REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>April 1- September 30</i>	<i>October 30</i>

Monthly or Quarterly Subgrant Expenditure Requests: Upon accepting the award, each agency is required to submit Monthly or Quarterly SERs to CJCC. Monthly SERs are due on the 15th day of the month immediately following the month in which expenses were incurred; i.e., an SER for expenses incurred in January is due by February 15th. Quarterly SERs are due on the following dates for the corresponding financial reporting periods:

<i>QUARTERLY SERs</i>	
<i>FINANCIAL REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>July 1 – September 30</i>	<i>October 30</i>
<i>January 1 – March 31</i>	<i>April 30</i>
<i>April 1 – June 30</i>	<i>July 30</i>
<i>October 1 – December 31</i>	<i>January 30</i>

C. Award Requirements

Program Match Requirement

The purpose of matching contributions is to increase the amount of resources available to the projects supported by grant funds. Law enforcement, prosecution, and court services S.T.O.P. VAWA agencies are required to provide matching contributions of 25% (cash or in-kind) of the total costs of the project (S.T.O.P. VAWA grant funds plus match) which must originate from non-federal sources. *All funds designated as match are restricted to the same uses as the VAWA federal funds and must be expended within the grant period.* Use of match funds must be reported on all financial and programmatic reports as described above. Match must be provided on a project-by-project basis. Non-profit, non-governmental agencies are **not** required to provide match on their S.T.O.P. VAWA award.

The chart below illustrates the match requirements or exemptions by agency type and project type:

Situation	Match is waived for the subgrantee	25% match is required
Award to victim service provider for victim services	X	
Award to victim service provider for another purpose (for example law enforcement training)	X	
Award to tribe	X	

Awards to courts, law enforcement, prosecution		X
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Volunteers

VAWA guidelines do not require the use of volunteers as match; however, CJCC encourages the use of volunteers where appropriate. CJCC no longer requires agencies to submit a minimal level of volunteers as match. Please note that volunteer hours are valued by the CJCC at \$12.00 per hour by default. Agencies must submit a written request for higher rates to CJCC for specialized volunteers.

Fiscal Accountability

Commingling of funds on either a program-by-program or project-by-project basis is prohibited. The subgrantee’s accounting system must maintain a clear audit trail for each source of funding for each fiscal budget period and include the following:

- Separate accountability of receipts, expenditures, disbursements and balances. CJCC recommends creating an account in your accounting system for each grant using the grant number provided by CJCC.
- Itemized records supporting all grant receipts, expenditures and match contributions in sufficient detail to show exact nature of activity.
- Data and information for each expenditure and match contribution with proper reference to a supporting voucher or bill properly approved.
- Hourly timesheets describing work activity, signed by the employee and supervisor, to document hours personnel worked on grant related activities. Match hours must be documented in same manner.
- Maintenance of payroll authorizations and vouchers.
- Maintenance of records supporting charges for fringe benefits.
- Maintenance of inventory records for equipment purchased, rented, and contributed.
- Maintenance of billing records for consumable supplies (i.e., paper, printing) purchased.
- Provisions for payment by check.
- Maintenance of travel records (i.e., mileage logs, gas receipts).
- Lease Agreements, contracts services, and purchases of equipment that adhere to established procurement processes.

Office of Civil Rights

Pursuant to 28 C.F.R. Section 42.302 all subgrantees of federal funds must be in compliance with EEO and Civil Rights requirements. All programs that receive VAWA funds or are subawarded VAWA funds via program agreements are required to conform to the grant program requirements and all applicable civil rights laws. Violations may result in suspension or termination of funding until CJCC determines the subgrantee is in compliance. Information on required biannual agency-wide Civil Rights trainings can be found at <http://ojp.gov/about/ocr/assistance.htm>.

Nondiscrimination

Federal laws prohibit subgrantees of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also

prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits. Findings of discrimination must be submitted to the Office for Civil Rights and to CJCC.

The S.T.O.P. VAWA 2013 Reauthorization prohibits discrimination based on sexual orientation and gender identity. The VAWA 2013 provision further provides that “If sex segregation or sex-specific programming is necessary to the essential operation of a program, nothing in this paragraph shall prevent any such program or activity from consideration of an individual’s sex. In such circumstances, grantees may meet the requirements of this paragraph by providing comparable services to individuals who cannot be provided with the sex-segregated or sex-specific programming.” For more information, please see the [2014 FAQs on the Nondiscrimination Grant Condition in the Violence Against Women Reauthorization Act of 2013](#).

Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, subgrantees of federal assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency. For more information access <http://www.lep.gov>. CJCC requires subgrantees to have written LEP plans that outline the policies and procedures for ensuring victims have access to necessary forms of written and verbal communication.

Equal Employment Opportunity Plans

The applicant agency must meet the requirements of 28 CFR 42.301 et seq., Equal Employment Opportunity Plans (EEO). The plan must cover the grant period specified in the application. If your agency needs technical assistance in preparing an Equal Employment Opportunity Plan, please contact the Office for Civil Rights Compliance Specialist, Office of Justice Programs, Washington, D.C., (202) 307-0690.

Award Acceptance

To accept the grant award, each applicant must return all award documents and all required forms with original signatures within 45 calendar days of the award date. The applicant will be unable to request funds until all required documents are correctly completed and returned to the CJCC office.

Special Conditions

At the time of the subgrant award, CJCC will assign special conditions for each approved project. Each subgrantee should refer to their award packet for their special conditions. Applicants also agree to comply with all the guidelines set forth by the Criminal Justice Coordinating Council. These guidelines can be found in the [Subgrantee Programmatic and Fiscal Compliance Policy](#) on CJCC’s website. Any programmatic and fiscal non-compliance may result in a reduction of the award.

Other

Applicants must comply with all forms, assurances, and certifications required by CJCC. This includes maintaining a DUNS number, EIN, active registration with the System for Award Management (SAM), and other federal forms as requested by CJCC in the award packet.

Post-Award Requirements

1. **Grant Management Workshop** - If an applicant is awarded a grant, the subgrantee may be required to attend a CJCC grant management workshop.
2. **Compliance Monitoring** - CJCC staff monitoring activities may also be conducted throughout the grant year; i.e. annual site visits and desk reviews. Visits and reviews will be scheduled with the grantee in advance. Site visits and desk reviews will be conducted to monitor the program for implementation and to view program documentation.
3. **Additional Training, Technical Assistance, and Events** - CJCC may offer several non-mandatory, post-award training and technical assistance opportunities and special events. Grantees will be informed of events via e-mail, and the events will be posted on the CJCC website. CJCC staff also will give *ongoing, individual technical assistance, and other support activities* to subgrantees as needed or requested throughout the year.

D. Application Submission

Submission Instructions

Applications must be submitted online at https://cjcc.formstack.com/forms/fy17_vawa_competitive.

Applications with multiple programs/projects must submit separate, unduplicated applications.

Applicants will be able to save their entries then log out and log back in once the application is started. CJCC recommends that each applicant compile all information requested in this RFA before beginning the online application, and allowing two to three hours for completion.

Applicants who experience technical difficulties or emergency circumstances should contact Kristy Carter immediately at Kristy.Carter@cjcc.ga.gov or 404.657.2061.

Applications must be submitted **by 5:00pm on Tuesday, February 13, 2018. There is no commitment on the part of CJCC to fund an application or to fund it at the amount requested.**

The application must be completed and submitted in accordance with RFA guidelines for submission or the proposal may be disqualified. Applications for funding will undergo reviews by CJCC staff, the Victim Assistance Grants Committee, and the Council. At any point during these reviews, a decision not to fund a project or any part thereof may be made. These decisions are within the complete discretion of CJCC.

Please see appendix for sample application.

E. ATTACHMENTS

The required attachments below must be completed and submitted with the application.

Project Narrative *(not to exceed 10-pages)*

All applicants must attach a project narrative describing the proposed project. The narrative must be double-spaced in Times New Roman, 12-point font and attached as a Word or .pdf document.

The following elements are required in the project narrative. Please include section headers and provide the information in the order requested.

- **Project description:** Provide a description of the project including the agency's name, agency type, and year founded. Include the geographic area targeted, number of people served in the past year, estimated overall number of individuals who will be served during the grant period, and relevant characteristics of the target population(s) for the VAWA-funded project(s).
- **Needs statement:** Provide a statement of the specific problem(s)/gap(s) the project will address. Include data that supports this claim. Only use data that is verifiable and relevant to the target population. For example, do not use statewide data for a local problem statement and do not use national data for a statewide problem statement. Also, provide citations for all data sources. Include a statement explaining how the proposed activities and services will address the needs of the target population and/or proposed service area. If the agency currently has a victim service award with CJCC, please state how the proposed project will maintain, supplement, or expand/enhance current programming.
- **Project goals:** State the goals of the proposed project. State an estimate of the number of victims that will be served during the grant year for each goal and the anticipated resulting outcomes. Outcomes are defined as changes in attitudes, knowledge, skills, behaviors, and conditions. Goals must be specific, measurable, action-oriented, reasonable, and time-sensitive having performance indicators. Please prepare to explain in the evaluation plan section.
- **Project activities and services:** Describe how the agency will achieve the stated project goals. Outline what the activities and services are, who will conduct the activities and/or provide services, where services will be delivered, how victims will safely access services, and a timeline for accomplishing the activities and/or a description of how case plans will be developed.
- **Resources needed:** In this section, please clearly explain the resources needed to conduct, enhance, and/or expand the project activities and services necessary to achieve project's goals. For example, if the proposed project will also be supported by a United Way grant, county funding, and Junior League volunteers, then explain how VAWA funds will supplement these resources and enable the project to be conducted. State what other funds will be used to cover the costs of this project.
- **Evaluation plan:** Please describe what data the agency collects or will collect for the proposed project and how data is collected. Examples include intake forms and exit surveys staff or volunteers assist victims to complete. Also explain how the agency will know if it met its project goals. Indicators of success typically include outcomes that restore or enhance victim safety and stability, increase knowledge of the criminal justice system, etc.

Budget

All applicants must attach a budget using the [Budget Detail Worksheet](#). All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on allowability of line item costs per VAWA program guidelines, justification of costs in relation to project activities, and reasonableness of costs based on current market rates.

CJSI Applicants and Match

The purpose of matching contributions is to increase the amount of resources available to the projects supported by grant funds. All CJSI projects conducted by agencies **other than victim service providers** must submit a minimum funding match of 25% through cash and/or in-kind contributions. The sources of the match must be identified in the budget section of the application. If you have a discretionary project, please consult the points of contact listed on this RFA to discuss your agency and project to determine whether you will need to provide match.

The requirements and limitations that apply to the use of federal funds also apply to the use of matching funds. Further, matching funds must be used only for the VAWA-funded project during the grant period to support the identified goals, objectives, and activities. That is, the matching funds cannot be used to support activities that are not concurrently supported by VAWA formula funds. Match must be provided on a project-by-project basis. Please see the subsequent pages for the formula used to calculate match relative to the project's budget.

For the purpose of this program, **in-kind match** may include donations of expendable equipment, office supplies, workshop or classroom materials, work space, or the monetary value of time contributed by professionals and technical personnel and other skilled and unskilled labor, if the services they provide are an integral and necessary part of a funded project. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the applicant's organization. If the required skills are not found in the applicant's organization, the rate of compensation must be consistent with the labor market. In either case, fringe benefits may be included in the valuation. The value placed on loaned or donated equipment may not exceed its fair market value. The value of donated space may not exceed the fair rental value of comparable space established by an independent appraisal of comparable space and facilities in privately owned buildings in the same locality.

Subgrantees must maintain records that clearly show the source, the amount, and the period during which the match was allocated. The basis for determining the value of materials, equipment, and space must be documented. Volunteer services used as match must be documented and supported by the same methods used for VAWA funded employees.

All matching contributions must be:

- Verifiable from the subgrantee's records
- Not included as a contribution for any other Federal Funds
- Necessary and reasonable to accomplish the project's goals
- Allowable charges
- Not paid by the applicant from Federally derived funds received under another assistance agreement

- Included in the budget approved by CJCC
- In accordance with all other Federal and State requirements

Formula for Match Calculation

- 1) Total Project Budget x Match Requirement Percentage = Match Requirement
- 2) Total Project Budget – Match Requirement = Amount of Grant Request

Example 1: For a project with a total budget of \$100,000 and a 25% Match Requirement Percentage:

- 1) \$100,000 x 25% = \$25,000 (Match Requirement)
- 2) \$100,000 - \$25,000 = \$75,000 (Amount of Federal Grant Request)

Program Income

“Program income” is gross income earned during the funding period by the subgrantee as a direct result of the grant award. As a general rule, the CJCC does not allow VAWA subgrantees to earn or use program income for services by S.T.O.P. VAWA funds.

Allowable and Unallowable Costs

Allowable costs include services and activities that are eligible for support with VAWA grant funds. Unallowable costs are ineligible for use for various services or activities. A list of unallowable costs is provided in Appendix A.

Supplantation

Supplanting occurs when a state, local, or tribal government reduces previously allocated or appropriated funds by an agency for an activity, specifically because federal funds are available (or expected to be available) to fund the same activity. Any reduction in non-federal resources allocated for the same time period and the same purpose as the federal grant award will be subject to careful review.

To avoid potential supplanting issues, the following general guidelines should be followed:

- Federal funds cannot be used to pay for existing employees unless the existing position is “back-filled” with a new hire.
- Federal funds cannot be used to pay for items or costs that the subgrantee is already obligated to pay with state, local, or tribal funds.
- State, local, or tribal funds previously appropriated, allocated, or budgeted for award purposes cannot be reduced or reallocated to other purposes because of receipt of federal funds.
- Maintain contemporaneous documentation demonstrating that any reductions in non-federal resources budgeted for award purposes is unrelated to the receipt or expected receipt of federal funds. Examples of supporting documentation may include (but are not limited to) budget sheets and/or directives, city council or departmental meeting minutes, agency memoranda, notices, or orders, and any other official documents addressing the reduction in non-federal resources.

Funds must be used to supplement existing funds for program activities and cannot replace or supplant funds that have been appropriated for the same purpose. Supplanting may be grounds

for suspension or termination of current and future federal funding, recovery of misused federal funds, and/or other remedies available by law.

Budget Narrative

This narrative should thoroughly and clearly describe every category of expense listed on the Budget Detail Worksheet. Proposed budgets are expected to be complete, reasonable and allowable, cost-effective, and necessary for project activities (justifiable). The narrative should be mathematically sound and correspond with the information and figures provided in the Budget Detail Worksheet. The narrative should explain how all costs were estimated and calculated and how they are relevant to the program. Please attach as a separate page.

Organizational Chart

An organizational chart is a diagram which displays the structure of an organization and shows the relationships and relative ranks of staff. Applicants should include names, titles, and salaries illustrative of the entire program under which the proposed project aligns.

If applicable:

- Non-profit applicants must submit a copy of their 501(c)(3) certificate
- Fully executed Memoranda of Understanding and support letters as they demonstrate collaboration and support among stakeholders
- If grant funds are requested to pay for an IT network or computer system, proof that the system or network blocks pornography
- Victim service providers must submit blank client intake forms
- Training applicants must submit MOUs or other proof of collaboration with local victim services providers OR state coalitions, unless the applicant is a victim service provider or coalition
- Copies of contracts, personnel action forms, leases and other documentation to support line item costs claimed on the grant

Submit Application

Before submitting, review the application from start to finish to ensure you submit complete and accurate information.

Please be sure to click submit so that the online application is received. The application must be submitted by the deadline to be considered for an award. If more than one application is submitted for the same project, CJCC will only accept the most recent application.

Once submitted, please right click the screen to print and save a .pdf of the confirmation page. The application point of contact will receive a confirmation email as well.

F. APPLICATION AND AWARD TIMELINE

CJCC strives for transparency in its VAWA application and award process. The working timeline for applications and awards is as follows:

Milestone	Target Date
Release RFAs and open application	January 5, 2018
Application closes	February 12, 2018
CJCC sends award packets to subgrantees	March 2018
Award packet webinar	March 26, 2018
Award packets due to CJCC	May 14, 2018
Start of VAWA grant year	April 1, 2018

Funding Decisions and Appeals

All funding decisions related to the VAWA grant program from this solicitation are based on the availability of funding and recommendations of the CJCC staff review panel to the Victim Assistance Grants Committee. The Committee votes to accept or deny staff recommendations, which are subject to the Council's approval.

CJCC informs applicants of funding decisions through grant awards or denial letters. Applicants should not make assumptions regarding funding decisions until they have received official written notification of award or denial that is signed by CJCC's Executive Director. Applicants have an opportunity to **appeal the initial funding decision within fifteen business days of the date on the denial notice**. Appeals should be submitted in the form of a cover letter on the applicant agency's letterhead and any supporting documentation. You may submit an appeal in writing to:

Criminal Justice Coordinating Council
ATTN: Jay Neal
104 Marietta St. NW Suite 440
Atlanta, GA 30303

Application Review Process

All applications and attachments are reviewed by CJCC Victim Assistance Unit staff. Applications are primarily reviewed based on three basic criteria: submission of complete and accurate information, programmatic compliance with federal and state guidelines, and financial compliance in that all costs are allowable, reasonable, and justified per the federal and state guidelines.

Application Technical Assistance

Applicants may contact members of the Victim Assistance Unit for technical assistance.

APPENDICES

A. Allowable and Unallowable Costs

Allowable Costs and Services

- S.T.O.P. funds should be used for projects that serve or focus on adult and youth (age 11-24) women and girls who are victims of domestic violence, dating violence, sexual assault, and/or stalking. In general, victims served with S.T.O.P. funds must be adults or youth. Under a new purpose area created by VAWA 2005, however, S.T.O.P. funds may also support “complementary new initiatives and emergency services for victims and their families.” For example, S.T.O.P. funds may support services for secondary victims such as children who witness domestic violence.
- In VAWA 2014, Congress added two new purpose areas that specifically included men, which means that subgrantees under those purpose areas may have projects that target male victims. The specific purpose areas are purpose area 17 (focusing on programs addressing sexual assault against men, women, and youth in correctional and detention settings) and purpose area 19 (focusing on services and responses targeting male and female victims of domestic violence, dating violence, sexual assault, and/or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity). S.T.O.P. funds may be used to address child sexual abuse when the victim is now an adult, provided that the abuse occurred or continued when the victim was age 11 or older.
- There is now a specific purpose area for “developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.” The services provided, however, may only address the domestic violence, dating violence, sexual assault, and/or stalking victimization experienced by the incarcerated individual, including both such crimes experienced while incarcerated and crimes experienced at other points in their youth and adult lives. Funds should not be used to provide any other types of services, such as rehabilitative services related to the crime committed by the incarcerated individual. Finally, as is the case with the use of all S.T.O.P. funds, states must use those funds to supplement state funds, and not to supplant state funds that would otherwise be available for the activities funded.
- S.T.O.P. funds may be used to cover reasonable transportation costs that would enhance a woman’s safety. This includes costs associated with safely transporting a victim out of state.
- Programs in schools may be supported to the extent that they fit within one or more of the S.T.O.P. program’s statutory program purpose areas. For example, S.T.O.P. funds could be used to provide support groups that meet at school for dating violence victims or to provide information to students about services available to help victims of dating violence.
- Food provision within the context of victim services (e.g., providing food in shelters) is permissible if the food is necessary or integral to providing services to women to enhance their safety. S.T.O.P. funding may be used to purchase groceries as part of victim services

that subgrantees provide to victims. Grantees and subgrantees need to have a process in place to ensure that all items purchased are allowable, reasonable and necessary under applicable state and federal statutes and regulations and used for program purposes. Pursuant to federal regulations, the purchase of any alcohol, tobacco, or related products is strictly prohibited with the use of grant funds.

- Salaries for prosecutors, law enforcement officers, or judges being paid are handling cases involving violence against women. If they are not working full time on violence against women cases, their time must be prorated.
- Operational costs of a facility, such as a shelter, except that if the project is supported with funds from other sources as well (e.g., Victims of Crime Act or Family Violence Prevention and Services Act funds), the rent and operational expenses must be prorated among the different funding sources. In addition, the rent must be reasonable. If, however, the shelter owns its own facility, rent for use of that facility may not be charged to the grant at all; however, related expenses such as utilities and building security may be charged to the grant. As discussed below, renovations and construction may not be supported with S.T.O.P. funds.
- Gift cards are only allowable to the extent that they are used for purposes that are otherwise an allowable use of S.T.O.P. funds, such as to purchase groceries for victims as described in question 16, below. If the grantee or subgrantee determines that use of gift cards is necessary to provide services to victims, they must ensure that effective control and accountability is maintained over gift cards and that those cards are used solely for authorized purposes.
- S.T.O.P. funds can be used to pay victim's first month's rent. Deposits are also allowable if the subgrantee has an agreement in place with the landlord that the full/remaining deposit will be returned to the subgrantee and not the victim at the end of the lease. OVW advises that the subgrantees arrange to pay the first month's rent, rather than a security deposit, to alleviate the need to recover and account for the deposit.
- S.T.O.P. can pay for co-location of services under the purpose area for "maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families." However, if any of the underlying services at the center cannot be funded through S.T.O.P., such as substance abuse counseling, then the staffing for those services still cannot be supported through this purpose area, just the co-location. For example, co-location costs might include a centralized intake person, rent, or security.
- S.T.O.P. Program funds may support the following activities related to SANE/SAFE programs even if the requirements for paying personnel costs are not met:
 - Training for SANE/SAFE personnel
 - Expert testimony of SANE/SAFE personnel
 - Forensic evidence collection kits ("rape kits")
 - Equipment, such as colposcopes, swab dryers, and lights
 - Outreach efforts to inform victims about available services

- Victim advocate personnel to accompany victims through the forensic examination process

- On-going counseling services for victims

- On-call time of the SANE/SAFE personnel

This list of SANE/SAFE activities that may be funded is not comprehensive and other similar activities may be funded. Please contact the state's grant program specialist with questions.

Unallowable Costs and Services

- Personnel-related expenses for an Executive Director and/or Volunteer Coordinator whose functions include recruiting, training, and supervising volunteers who provide direct victim services may be reimbursed for that portion of their functions that are tied to volunteers. Reimbursement for such positions will be pro-rated to exclude that proportion of their time dedicated to agency administrative or support staff responsibilities
- Expenses for positions whose primary responsibilities include staff support (e.g. secretary, administrative assistant, data entry specialist), fundraising, or public relations
- Expenses for positions and related activities, whose primary function is community education and prevention, not outreach to victims
- Purchasing and/or leasing a vehicle
- Building renovations, including minor activities such as painting or carpeting
- Conducting research, which **does not include** pre- and post-testing training subgrantees or conducting victim satisfaction or outcome surveys. In conducting such testing or surveys to assess program effectiveness, sub grantees may not collect, analyze or disseminate any information that may reveal a private person's or victim's identity
- The purchase of law enforcement equipment including uniforms, safety vests, shields, weapons, bullets, and armory or to support chemical dependency or alcohol abuse program that are not an integral part of a court-mandated batterer intervention program
- Substance abuse treatment and services
- Fees for immigration-related matters
- Generally, food at events and conferences. The provision of food and beverages at training events or conferences is governed by the OVW Grants Financial Management Guide. (See <http://www.ovw.usdoj.gov/docs/gfmd-financial-grants-management-guide.pdf>). Please review the requirements carefully in determining if food provision at a particular event is acceptable and contact the state's grant manager if the state has any questions
- S.T.O.P. funds cannot be used to fund any criminal defense work, including defending women who assault, kill, or otherwise injure their abusers

- S.T.O.P. funds may not be used to pay for moving household goods to a new location or acquiring furniture or housing in a new location. However, S.T.O.P. funds may be used to cover reasonable transportation costs that would enhance a woman's safety
- Voucher programs where victims are directly given vouchers for such services as housing or counseling

Unallowable Activities

Grant funds under the victim services grant program may not be used for any unauthorized purposes, including but not limited to the following activities:

- Lobbying,
- Fundraising,
- Research Projects, or
- Building Renovations.

B. Priorities Identified by the State for S.T.O.P. VAWA

At the 2017-2020 S.T.O.P. VAWA Implementation Plan committee meeting, CJCC asked stakeholders to identify gaps in services.

High Priorities

- Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence, as well as the appropriate, trauma-informed treatment of victims.
- Developing and implementing more effective police, court, and prosecution policies, protocols, orders, services, and training specifically devoted to enforce temporary protective orders and respond to violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence, as well as the appropriate, trauma-informed treatment of victims.
- Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence, dating violence, stalking, or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.
- Developing, enlarging, or strengthening programs and projects to provide services and responses to male and female victims of domestic violence, dating violence, sexual assault, and/or stalking, whose ability to access traditional services and responses is

affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18, United States Code.

- Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, and/or stalking, with not more than 5 percent of the amount allocated to a state to be used for this purpose.
- Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, stalking, and dating violence, including the use of nonimmigrant status under subparagraphs (U) and (T) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101(a)).
- Providing assistance to victims of domestic violence and sexual assault in immigration matters.
- Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, dating violence, **stalking**, and domestic violence.
- Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence.
- Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by State funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, stalking, and dating violence.
- Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
- Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.
- Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
- Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking.

- Developing, enlarging, or strengthening victim services and legal assistance programs, including sexual assault, domestic violence, stalking, and dating violence programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault, dating violence, stalking, and domestic violence.

Other Priorities

- Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence.
- Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, and/or stalking and may undertake the following activities—
 - a. developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
 - b. notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - c. referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - d. taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
- Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—
 - a. the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
 - b. the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project” July 2003); and
 - c. the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.

- Developing, enlarging or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.

C. Priorities Identified by the State for the Sexual Assault Set-aside

Per the S.T.O.P. VAWA Reauthorization of 2013, effective March 2015, at least 20% of funds granted to a state shall be allocated for programs or projects in 2 or more allocations (victim services, courts, law enforcement, and prosecution) that meaningfully address sexual assault, including stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and rape within the context of an intimate partner relationship. In the application, subgrantees must indicate the portion of grant funds spent on projects that meaningfully address sexual assault. These programs must 1) meaningfully address sexual assault, including stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and/or rape within the context of an intimate partner relationship; and 2) adhere to the core service requirements for sexual assault programs outlined in Appendix D. **Pending availability of federal funds and CJCC's distribution of funding to meet the 20% set-aside requirement**, additional funds may be awarded to agencies that demonstrate a sound sexual assault program as described herein.

The following five purpose areas and corresponding goals were identified as state priorities in the 2017-2020 S.T.O.P. VAWA Implementation Plan committee meeting, in order of prioritization:

Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.

Goals:

- Increase training availability and coordination with domestic violence service providers
- Continue to improve training content to be both based on national models and area needs
- Increase availability in rural and South Georgia
- Work with hospitals and other medical providers to encourage attendance and paid staff time to complete trainings

Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.

Goals:

- Provide support and training to SART teams
- Develop innovative means of encouraging judicial presence and top-down support
- Develop protocols for SART establishment and development
- Increase training availability for trauma-informed advocacy

Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.

Goals:

- Increase training availability for trauma-informed response for law enforcement and prosecutors
- Develop protocols and implement to ensure consistency in delivering victim-centered services

Developing, enlarging or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.

Goals:

- Begin to build a foundation to address this purpose area in future implementation plans, including forging relationships with correctional and detention facilities

D. Core Services by Agency Type

The Criminal Justice Coordinating Council (CJCC) strives to be a responsible and exemplary steward of federal funds. In an effort to ensure that limited federal resources pay for basic services for all crime victims in Georgia, CJCC created the core service definitions for various types of programs that the agency typically funds with victim services grant funds.

These standards are based on extant program models across the state and should be revised as the response to victimization evolves and improves. The core service definitions outline the basic level of services agencies of various types should provide to be considered for CJCC Victim Services grant funds. The types of programs defined herein include: Court Appointed Special Advocates (CASA), Child Advocacy Centers (CAC's), Counseling Services, Domestic Violence Shelter & Non-Shelter Programs, Legal Service Programs, Sexual Assault Centers, and Victim Witness Assistance Programs.

See the link below for definitions

<https://cjcc.georgia.gov/sites/cjcc.georgia.gov/files/Core%20Services%20by%20Agency%20Type%203.9.2017%20%28v.%202%29.pdf>

E. Sample Application

Basic Information

The first section includes basic information about the applicant agency and its main points of contact for the application. Please note that the actual physical address of the agency must be submitted in addition to the mailing address, and that the physical address will be kept confidential and securely stored in CJCC's database. If the applicant agency has an implementing agency as a fiscal sponsor that agency's name and address must be provided

Applicant Agency

Applicant Agency Name*

Mailing Address*

City

State

ZIP Code

+4 Zip Code*

Last four digits following the basic five-digit zip code

Click [here](#) to lookup your Zip+4.

Phone*

Fax

Is the Implementing Agency for this project the same as the Applicant Agency?*

Yes No

The implementing agency is defined as the entity actually administering the program or project and/or providing the service(s).

Is the mailing address the same as the Implementing Agency's physical address?*

Yes No

Please indicate whether or not your agency has registered with the federal System for Award Management (SAM) and if it is 5% LVAP Certified. You will also be prompted to enter your SAM expiration date. Your agency must be certified to receive 5% funds and have a current SAM registration before drawing down funds. If you do not currently meet this requirement, please submit applications to renew SAM and 5% certification by March 30, 2018.

Is your agency registered in SAM*

Yes No

System for Award Management

Is your agency certified to receive Local Victim Assistance Program (5%) funds?*

Yes No

Your agency must be registered in System for Award Management (SAM) Database before it will be allowed to draw down VAWA funding. To register your please visit www.sam.gov before the deadline of March 30, 2018.

Your agency must be certified to receive 5% funds before it will be allowed to draw down VAWA funding. To meet this requirement please click [here](#) to learn more and/or certify your agency to receive 5% funding.

Designation of Grant Officials

Applications must also complete the Designation of Grant Officials section. Please fill in the name, title, address and phone number for the project director, the financial officer and the authorized official for the grant. No two officials can be the same person.

Project Director

This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project. This person will be the primary contact for the application and the post-award phase.

Financial Officer

This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer or comptroller.

Authorized Official

This person is the official who is authorized to apply for, accept, decline or cancel the grant for the applicant agency. This person must be the executive director of a state agency, chairperson of the county Board of Commissioners, mayor, or chairperson of the City Council. All official correspondence regarding the grant and the application (assurances, disclosures, certifications, award documentation, subgrant expenditure reports, subgrant adjustment reports) must be signed by the authorized official. Once an award has been made, the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to the Council.

Executive Director

If the Executive Director is not listed as the Project Director of the Authorized Official please provide his/her contact information.

Project Director

Name*

Prefix First Name

Last Name

Title/Position*

Address*

City

State

ZIP Code

Email*

Phone*

Fax

Financial Officer

Name*

Prefix First Name

Last Name

Title/Position*

Address*

City

State

ZIP Code

Email*

Phone*

Fax

Authorized Official

Name*

Prefix First Name

Last Name

Title/Position*

Address*

City

State

ZIP Code

Email*

Phone*

Fax

Is one of the designated grant officials the Executive Director of the applicant agency?*

- Yes
 No

Name *

Prefix First Name Last Name

Email *

Phone *

Basic Information

Please title your project. It is helpful to use a concise and descriptive title that succinctly communicates your project's main objectives and/or target population. Good examples include:

Training and Technical Assistance for Law Enforcement Working with Immigrants

Georgia Domestic Violence Fatality Review Project

Providing Culturally Appropriate Domestic Violence Services for Latinas

Project Title

Service Area and Congressional District

Indicate the counties served by your agency regardless of funding source during the January 1-December 31, 2017 VAWA grant year as well as the Congressional District(s) served by the project. Agencies can look up Congressional Districts at

<https://www.govtrack.us/congress/members/GA>. Agencies that serve all counties may check “check all” otherwise, please check each county served. There is also an “out of state” option.

Counties Served by the Project

- | | | | | | |
|----------------------------------------|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Appling | <input type="checkbox"/> Clarke | <input type="checkbox"/> Franklin | <input type="checkbox"/> Liberty | <input type="checkbox"/> Richmond | <input type="checkbox"/> Wheeler |
| <input type="checkbox"/> Atkinson | <input type="checkbox"/> Clay | <input type="checkbox"/> Fulton | <input type="checkbox"/> Lincoln | <input type="checkbox"/> Rockdale | <input type="checkbox"/> White |
| <input type="checkbox"/> Bacon | <input type="checkbox"/> Clayton | <input type="checkbox"/> Gilmer | <input type="checkbox"/> Long | <input type="checkbox"/> Schley | <input type="checkbox"/> Whitfield |
| <input type="checkbox"/> Baker | <input type="checkbox"/> Clinch | <input type="checkbox"/> Glascock | <input type="checkbox"/> Lowndes | <input type="checkbox"/> Screven | <input type="checkbox"/> Wilcox |
| <input type="checkbox"/> Baldwin | <input type="checkbox"/> Cobb | <input type="checkbox"/> Glynn | <input type="checkbox"/> Lumpkin | <input type="checkbox"/> Seminole | <input type="checkbox"/> Wilkes |
| <input type="checkbox"/> Banks | <input type="checkbox"/> Coffee | <input type="checkbox"/> Gordon | <input type="checkbox"/> Macon | <input type="checkbox"/> Spalding | <input type="checkbox"/> Wilkinson |
| <input type="checkbox"/> Barrow | <input type="checkbox"/> Colquitt | <input type="checkbox"/> Grady | <input type="checkbox"/> Madison | <input type="checkbox"/> Stephens | <input type="checkbox"/> Worth |
| <input type="checkbox"/> Bartow | <input type="checkbox"/> Columbia | <input type="checkbox"/> Greene | <input type="checkbox"/> Marion | <input type="checkbox"/> Stewart | <input type="checkbox"/> Out of State |
| <input type="checkbox"/> Ben Hill | <input type="checkbox"/> Cook | <input type="checkbox"/> Gwinnett | <input type="checkbox"/> McDuffie | <input type="checkbox"/> Sumter | <input type="checkbox"/> Check All |
| <input type="checkbox"/> Berrien | <input type="checkbox"/> Coweta | <input type="checkbox"/> Habersham | <input type="checkbox"/> McIntosh | <input type="checkbox"/> Talbot | |
| <input type="checkbox"/> Bibb | <input type="checkbox"/> Crawford | <input type="checkbox"/> Hall | <input type="checkbox"/> Meriwether | <input type="checkbox"/> Taliaferro | |
| <input type="checkbox"/> Bleckley | <input type="checkbox"/> Crisp | <input type="checkbox"/> Hancock | <input type="checkbox"/> Miller | <input type="checkbox"/> Tattnell | |
| <input type="checkbox"/> Brantley | <input type="checkbox"/> Dade | <input type="checkbox"/> Haralson | <input type="checkbox"/> Mitchell | <input type="checkbox"/> Taylor | |
| <input type="checkbox"/> Brooks | <input type="checkbox"/> Dawson | <input type="checkbox"/> Harris | <input type="checkbox"/> Monroe | <input type="checkbox"/> Telfair | |
| <input type="checkbox"/> Bryan | <input type="checkbox"/> Decatur | <input type="checkbox"/> Hart | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Terrell | |
| <input type="checkbox"/> Bulloch | <input type="checkbox"/> DeKalb | <input type="checkbox"/> Heard | <input type="checkbox"/> Morgan | <input type="checkbox"/> Thomas | |
| <input type="checkbox"/> Burke | <input type="checkbox"/> Dodge | <input type="checkbox"/> Henry | <input type="checkbox"/> Murray | <input type="checkbox"/> Tift | |
| <input type="checkbox"/> Butts | <input type="checkbox"/> Dooly | <input type="checkbox"/> Houston | <input type="checkbox"/> Muscogee | <input type="checkbox"/> Toombs | |
| <input type="checkbox"/> Calhoun | <input type="checkbox"/> Dougherty | <input type="checkbox"/> Irwin | <input type="checkbox"/> Newton | <input type="checkbox"/> Towns | |
| <input type="checkbox"/> Camden | <input type="checkbox"/> Douglas | <input type="checkbox"/> Jackson | <input type="checkbox"/> Oconee | <input type="checkbox"/> Treutlen | |
| <input type="checkbox"/> Candler | <input type="checkbox"/> Early | <input type="checkbox"/> Jasper | <input type="checkbox"/> Oglethorpe | <input type="checkbox"/> Troup | |
| <input type="checkbox"/> Carroll | <input type="checkbox"/> Echols | <input type="checkbox"/> Jeff Davis | <input type="checkbox"/> Paulding | <input type="checkbox"/> Turner | |
| <input type="checkbox"/> Catoosa | <input type="checkbox"/> Effingham | <input type="checkbox"/> Jefferson | <input type="checkbox"/> Peach | <input type="checkbox"/> Twiggs | |
| <input type="checkbox"/> Charlton | <input type="checkbox"/> Elbert | <input type="checkbox"/> Jenkins | <input type="checkbox"/> Pickens | <input type="checkbox"/> Union | |
| <input type="checkbox"/> Chatham | <input type="checkbox"/> Emanuel | <input type="checkbox"/> Johnson | <input type="checkbox"/> Pierce | <input type="checkbox"/> Upson | |
| <input type="checkbox"/> Chattahoochee | <input type="checkbox"/> Evans | <input type="checkbox"/> Jones | <input type="checkbox"/> Pike | <input type="checkbox"/> Walker | |
| <input type="checkbox"/> Chattooga | <input type="checkbox"/> Fannin | <input type="checkbox"/> Lamar | <input type="checkbox"/> Polk | <input type="checkbox"/> Walton | |
| <input type="checkbox"/> Cherokee | <input type="checkbox"/> Fayette | <input type="checkbox"/> Lanier | <input type="checkbox"/> Pulaski | <input type="checkbox"/> Ware | |
| | <input type="checkbox"/> Floyd | <input type="checkbox"/> Laurens | <input type="checkbox"/> Putnam | <input type="checkbox"/> Warren | |
| | <input type="checkbox"/> Forsyth | <input type="checkbox"/> Lee | <input type="checkbox"/> Quitman | <input type="checkbox"/> Washington | |
| | | | <input type="checkbox"/> Rabun | <input type="checkbox"/> Wayne | |
| | | | <input type="checkbox"/> Randolph | <input type="checkbox"/> Webster | |

Congressional District(s) to be served:

- 01 02 03 04 05 06 07 08 09 10 11 12 13 14

Primary Service Area(s)

Please click [here](#) look up Congressional Districts.

Agency Description

- Please select the appropriate type of agency.

Please select your agency type *

- Non-Profit/Non-Governmental
- Government Agency
- Campus Organization

- Please indicate whether the applicant agency received VAWA funds during the 2016-2017 grant year.

Please indicate whether the applicant agency received VAWA funds during the 2016-2017 grant year.*

- Yes
- No

- If yes, please provide the current VAWA subgrant number and the agency’s core service type

Current VAWA Subgrant Number *

example: C12-8-999

Select your core service: *

- Court Appointed Special Advocates (CASA)
- Child Advocacy Center (CAC)
- Counseling Services
- Domestic Violence Program - Shelter
- Domestic Violence Program – Non-Shelter
- Legal Services
- Sexual Assault Center (SAC)
- Victim Witness Assistance Program (VWAP) – Law Enforcement
- Victim Witness Assistance Program (VWAP) – Prosecution
- University
- Other:

By checking the box(es) for your agency's core service type, you confirm that your agency adheres to the core service by agency type listed in Appendix B of the RFA.

- Please indicate if your agency ever had an approved federally-negotiated indirect cost rate.
- Please indicate whether or not the agency has a current written language access plan to assist crime victims who are LEP individuals.
- Please list any multi-disciplinary team(s) (MDT) and/or Community Response Team(s) (CRT) that the agency’s staff participates on or leads for each county within the proposed service area. Please also share the type and victimizations addressed (i.e. Child Fatality Review Team or Domestic Violence Task Force), which staff participates, and how often the team(s) meets.
- Please indicate the languages in which your agency or organization’s staff members are proficient. “Proficiency” indicates that the staff member can appropriately serve a victim or otherwise converse with someone in their native language if they are LEP.

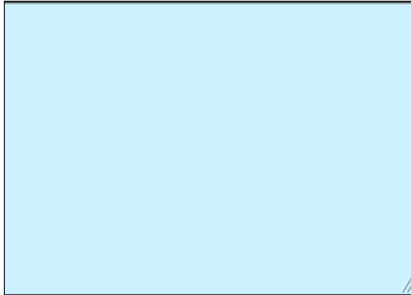
Has your agency ever had an approved federally-negotiated indirect cost rate? *

Yes No

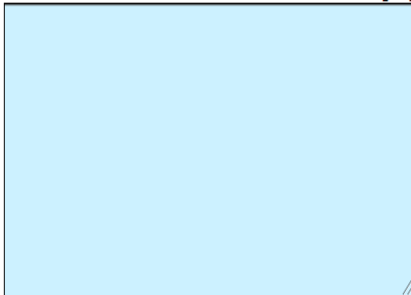
Please indicate whether or not the agency has a current written language access plan to assist crime victims who are LEP individuals. *

Yes No

Please list any multi-disciplinary team(s) (MDT) and/or Community Response Team(s) (CRT) that the agency's staff participates on or leads for each county within the proposed service area. Please also share the type and victimizations addressed (i.e. Child Fatality Review Team or Domestic Violence Task Force) and how often the group meets. *



Please indicate the languages in which your agency or organization's staff members are proficient. "Proficiency" indicates that the staff member can appropriately serve a victim or otherwise converse with someone in their native language if they are LEP. *



Application Category/Project Activities

CJCC has established four categories to help identify the appropriate types of funding for your agency. Please select the category that is most appropriate for your agency and its VAWA-funded project: Category 1 – Victim Services; Category 2 – Culturally-Specific Victim Services; Category 3 – Criminal Justice System Improvement (CJSI); and Category 4 – Discretionary.

Category 1 – Victim Services is for agencies that want to apply for funding to expand or maintain core services for victims of domestic violence, dating violence, sexual assault and/or stalking. Core services are based on agency type. For more information on the core service requirements, please see the appendix. If your agency wishes to use VAWA federal or match funds to conduct CJSI-eligible project activities in addition to victim services, you will need to complete a separate application for Category 4 - Discretionary this year. Your agency will also be required to complete *all* required reports described on pp. 9-11.

Category 2 – Culturally-Specific Victim Services are eligible if the organization is a nonprofit, nongovernmental organization, or tribal organization that serves a specific geographic community that:

- A. Focuses primarily on domestic violence, dating violence, sexual assault, and/or stalking.
- B. Has established a specialized culturally-specific program that addresses domestic

violence, dating violence, sexual assault, and/or stalking.

- C. Has a primary focus on underserved populations (and includes representatives of these populations) and domestic violence, dating violence, sexual assault, and/or stalking.
- D. Obtains expertise or shows demonstrated capacity to work effectively on domestic violence, dating violence, sexual assault, and stalking through collaboration.

AND

- E. Is primarily directed toward racial and ethnic minority groups and
- F. Is providing services tailored to the unique needs of that population.

Category 3 – Criminal Justice System Improvement (CJSI) is for agencies that want to apply for funding to expand or maintain specialized units or programs that address the crimes of domestic violence, dating violence, sexual assault and/or stalking. Examples of projects include law enforcement or prosecution Special Victims Units; probation/parole offender monitoring programs; training on how to address the crimes of domestic violence, dating violence, sexual assault and/or stalking; developing protocols for addressing those crimes; and Multidisciplinary Team support and development. If your agency wishes to use VAWA federal or match funds to provide victim services in addition to a CJSI project, you will need to complete a separate application for Category 4 - Discretionary this year. Your agency will also be required to complete *all* required reports described on pp. 9-11.

Please note: Per the 2013 VAWA Reauthorization, training applicants must submit Memoranda of Understanding (MOUs), Letters of Support or other documentation with agencies that employ the training audiences stating that they will collaborate with the agencies providing training to develop the course content and materials.

Category 4 – Discretionary is for agencies that want to apply for funding for all other projects that address the crimes of domestic violence, dating violence, sexual assault and/or stalking. Examples include Batterer's Intervention Programs (BIP) and domestic violence fatality review projects. If your agency wishes to use VAWA federal or match funds to provide victim services in addition to a CJSI project such as training or Coordinated Community Response team coordination must also apply under this category, and complete *all* required reports described on pp. 9-11.

Project Activities

Select your application category type*

- Victim Services
- Culturally-Specific Victim Services
- Criminal Justice System Improvement
- Discretionary

Which priority area are you applying under?*

- Child Abuse & Neglect
- Domestic Violence
- Previously Underserved
- Sexual Assault

Authorized Purpose Areas:*

- Start up a new victim services project
- Continue a VAWA funded victim project funded in a previous year
- Expand or enhance an existing project funded by VAWA in the previous year

These VAWA Funds will primarily be used to:*

- Expand services into a new geographic area
- Offer new types of services
- Serve additional victim populations
- Enhance existing services to crime victims
- Serve culturally-specific populations
- Provide community-based services
- Continue existing services to crime victims
- Other:

- Identify the types of victimizations to be served through this VAWA-funded project by checking all the applicable type of crime(s).

Identify the victimization types to be served through this VAWA-funded project:*

- Adult Physical Assault
- Adult Sexual Assault
- Adults Sexually Abused/Assaulted as Children
- Arson
- Bullying (Verbal, Cyber, or Physical)
- Burglary
- Child Physical Abuse or Neglect
- Child Pornography
- Child Sexual Abuse/Assault
- Domestic and/or Family Violence
- DUI/DWI Incidents
- Elder Abuse or Neglect
- Hate Crime: Racial/Religious/Gender/Sexual Orientation/Other
- Human Trafficking: Labor
- Human Trafficking: Sex
- Identity Theft/Fraud/Financial Crime
- Kidnapping (noncustodial)
- Kidnapping (custodial)
- Mass Violence (Domestic/International)
- Other Vehicular Victimization (e.g. Hit and Run)
- Robbery/Property Crime
- Survivors of Homicide
- Teen Dating Victimization
- Terrorism (Domestic/International)
- Other Violent Crime
- Check All
- Other:

- Select the services to be provided through this VAWA-funded project:

Select the services to be provided through this VAWA-funded project:*

- In-person Crisis Counseling
- Telephone Contact
- Follow-up
- Therapy
- Group Treatment
- Shelter/Safe House
- Information & Referral (In-Person)
- Criminal Justice Support/Advocacy
- Emergency Financial Assistance
- Emergency Legal Advocacy
- Assistance in Completing a Compensation Application
- Review of Compensation Eligibility Requirements
- Assistance Gathering Documents for and Submitting an Application
- Follow-up with the Victims Compensation Program
- Assistance in Applying for TANF/Social Services
- Non-Emergency Legal Advocacy
- Personal Advocacy
- Assistance Placing Animals in Distress
- Forensic Interviews
- Specialized Criminal Justice Support and Advocacy (Prosecution-based VWAP services)
- Check All
- Other:

Agency Budget

- Please indicate the agency's fiscal year.
- Please provide the total as requested for all victimization programs/services including other funding sources as well as annual funding amounts allocated to victim services for the fiscal year. The total agency budget will automatically calculate.
 - State: any funding coming from a state funded grant
 - Local: any funding obtained through the community and/or fundraising
 - Federal: any funding independently obtained through direct application and award
 - Other: any funding that does not meet any of the aforementioned criteria (please specify)
- Please indicate the federal award amount being requested through this VAWA application. The match requirement will automatically calculate. Note: These values must reflect the agency budget.
- Please provide the estimated value of in-kind match and cash match contribution expected. Indicate if the agency anticipates needing a match waiver, and upload the waiver request, if applicable. (Note: the full match value must be included on your budget regardless of the need for a waiver)

Please indicate the agency's fiscal year.

Fiscal Year: Start Date*

Fiscal Year: End Date*

Please provide the total budget for all victimization programs/services including other funding sources as well as annual funding amounts allocated to victim services for the fiscal year.

- State: any funding coming from a state funded grant
- Local: any funding obtained through the community and/or fundraising
- Federal: any funding independently obtained through direct application and award
- Other: any funding that does not meet any of the aforementioned criteria (please specify)

State*

\$

Local*

\$

Federal*

\$

Other*

\$

Total Agency Budget

\$

Please indicate the federal award amount being requested through this VAWA application.*

\$

Attachments

- The required attachments listed below must be correctly completed and uploaded with the application submission. The online application system will only upload one attachment for each field. So, if an applicant has multiple documents, it will be necessary to combine them or submit under separate attachment fields. Please carefully read and follow the instructions on all forms.
- Project Narrative
- Detailed Budget Worksheet
- Budget Narrative
- Organizational Chart (Structure) – Include names, titles, and salaries for each position
- Supporting Documents for Budgeted Items

- Other (MOUs, Contracts, etc.)

Caution: Please do not attach any attachments unless prepared to submit a finalized online application.

Attachments

Project Narrative *

Choose File No file chosen

Budget Narrative *

Choose File No file chosen

Supporting Documentation for Budgeted Items *

Choose File No file chosen

e.g. job descriptions, etc.

Detailed Budget Worksheet *

Choose File No file chosen

Organizational Chart (Structure) *

Choose File No file chosen

Applicants should include names, titles, and salaries

Other Documents *

Choose File No file chosen

e.g. MOU, Letters of Support, etc.

- **The last step** before submitting each application is to fill out the name, title, phone number, and email of up to two points of contact for this application. Only these persons may receive a confirmation email once the application is submitted. They will also be the persons contacted in the event of any questions about the application.

Point of Contact(s) for this Application

Name *

Prefix First Name Last Name

Title/Position *

Phone *

Applicant Email *

Do you want to add an alternative point of contact? *

Yes No

Name *

Prefix First Name Last Name

Title/Position *

Email *

Phone *

Certification and Completion

- Certify the application entry by entering your name. Please be sure to click submit so that the online application is received. The application must be submitted by the deadline to be considered for an award. If more than one application is submitted for the same project, CJCC will only accept the most recent application.

BY ENTERING MY NAME BELOW, I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL STATEMENTS AND DATA IN THIS APPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE AUTHORIZED OFFICIAL OF THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES.

Name*

<input type="text"/>	<input type="text"/>
First Name	Last Name

- Once submitted, please right click the screen to print and save a .pdf of the confirmation page. The application point of contact will receive a confirmation email as well.