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The Criminal Justice Coordinating Council (CJCC) is pleased to announce that it is seeking continuation 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 2018 Continuation Request for Application

CFDA 16.588

Eligibility

Continuation Funding Only

Applicants are limited to non-profit, non-governmental, or local government agencies located in Georgia that received FY2017 VAWA awards and 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 December 7, 2018

Award Period

January 1-December 31, 2019

Contact Information

For assistance with the requirements of this solicitation, contact a member of the Victims Assistance Division at 404-657-1956.

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 404-657-1956 or Kristy.Carter@cjcc.ga.gov.

Release Date: November 6, 2018



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Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA) Grant Program 2018 Continuation Request for Applications

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-seven members representing various components of the criminal justice system. CJCC is charged with fiscal and programmatic oversight of the S.T.O.P. VAWA.

Agencies must submit an application to be considered for continuation funding. Agencies are encouraged to read this entire RFA thoroughly before preparing and submitting their grant application.

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

Awards are limited to agencies listed in Appendix A (2018 Allocation Chart: Page 19-22) that received a FY2017 S.T.O.P. VAWA award. **Please note that CJCC has approved individual allocation amounts for this solicitation (please see the Appendix A). 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.**



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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.



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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.

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



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- **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 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](#).

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:

- **Record of effective services (Victim service providers only)** – An agency must demonstrate a record of providing effective services to victims of crime. This includes having the support and approval of its 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 VSSR Guide](#) on CJCC's website.
- **Promote community efforts to aid crime victims** – An agency must promote community-based coordinated public and private efforts to aid victims of domestic violence, dating violence, sexual assault, and stalking. Coordination may include, but is not limited to: serving state, federal, local, or Native American task forces, commissions, working groups, coalitions, and/or multi-disciplinary teams. Coordination efforts also include developing written agreements that contribute to better and more comprehensive services to victims of domestic violence, dating violence, sexual assault, and stalking.
- **Help victims apply for compensation benefits** – Agencies must 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 potential recipients to an organization that can assist, identifying crime victims and advising them of the availability of



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benefits, assisting potential recipients with application forms and procedures, obtaining necessary documentation, monitoring claim status, and intervening on behalf of 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 other requirements 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 fashion, 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. As stated above, 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:

1. 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,
2. Procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services,
3. Offering perpetrators the option of entering pre-trial diversion programs or placing batterers in anger management programs,



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4. Requiring mediation or counseling for couples as a systemic response to domestic violence, sexual assault, or situations in which child sexual abuse is alleged,
 5. 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,
 6. 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
 7. 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 services to crime victims at no charge 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.
 - With respect to the VAWA requirement concerning forensic medical examination payment for victims of sexual assault, applicants must certify that:
 - The state or territory or another governmental entity incurs the full out-of-pocket cost of forensic medical exams for victims of sexual assault,
 - The state or territory coordinates with health care providers in the region to notify victims of sexual assault of the availability of rape exams at no cost to victims, and
 - It will not require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both.
Note: STOP funds may be used to pay for forensic medical exams performed by trained examiners for victims of sexual assault, except that such funds may not be used to pay for forensic medical exams if victims of sexual assault are required to seek



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reimbursement for such exams from their insurance carriers. In addition, due to changes in VAWA 2013, states **cannot** reimburse victims for the costs of the exams but must make the exam available free of charge to the victim. This includes any deductibles or copayments for states that require victims to submit the charges to their insurance carriers.

- **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.
- **Nondisclosure of confidential and private information** – Eligible agencies must have policies and procedures in place that protect the confidentiality of all victim records, contact information, personally identifying information, and other information considered sensitive as well as the privacy of persons receiving services. Without informed, written, reasonably time-limited consent, agencies must not disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through a subgrantee program regardless of whether the information is encoded, encrypted, hashed, or otherwise protected. The term ‘personally identifying information’ or ‘personal information’ means **individually** identifying information **for or about** an individual. This includes information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, and/or stalking including, but not limited to:
 - First and last name,
 - Home or other physical address,
 - Contact information (including a postal, e-mail, or Internet protocol address or telephone or facsimile number),
 - Social security number, driver license number, passport number, or student identification number, and
 - Any other information including date of birth, racial or ethnic background, or religious affiliation that would serve to identify any individual.



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Measures taken to maintain confidentiality of this information must be consistent with applicable federal, state, and local laws regarding privacy and confidentiality. Minors who receive services without parental or guardian consent can authorize the release of information without the consent of their parents or guardians. The federal statute requires subgrantees to **document compliance** with confidentiality and privacy provisions. As stated above, Criminal Justice agencies must collaborate with victim service providers to ensure victim safety, confidentiality and autonomy, and to promote victims' economic independence.

- **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 must [complete certification](#) requirements prior to drawing down funds.
- **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:
 1. 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.
 2. 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,
 3. 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
 4. The subgrantee's organizational policies do not require mediation or counseling such that offenders and victims are physically together in cases where sexual assault, domestic violence, dating violence, and/or child sexual abuse is an issue.



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- **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.

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 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 of the request. The report covers the previous grant year, January 1-December 31, 2019. CJCC will review and validate the reports and follow up with subgrantees as appropriate. CJCC has until the



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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.

CJSSR ANNUAL REPORTS	
REPORTING PERIOD	DUE ON THE FOLLOWING DATES
January 1 – December 31	March 30

All statistical reports must be submitted electronically using CJCC’s online reporting tool or data management system. Subgrantees will use the link provided by CJCC along with the assigned permanent username and password to complete their reports. The link to submit the annual reports will be provided by March 1 and will be deactivated on the last day of the reporting period.

Quarterly Progress Reports: All victim service organizations that receive VAWA grants 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.

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



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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.

Semi-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. The outcome survey should be provided to all clients, regardless of whether their services were supported by VAWA funding. The outcome performance reporting dates for ALL victim services subgrantees is as follows:

OUTCOME PERFORMANCE MEASURES	
REPORTING PERIOD	DUE ON THE FOLLOWING DATES
October 1 – September 30	October 30

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 periods:

QUARTERLY SER SCHEDULE	
FINANCIAL REPORTING PERIOD	DUE ON THE FOLLOWING DATES
October 1 – December 31	January 30
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30

Post-Award Requirements

1. **Compliance Monitoring** - CJCC staff monitoring activities may also be conducted throughout the grant year; i.e. 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.



2. **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.

C. Other Requirements

Various requirements can be met with proper documentation available upon request and many are time-sensitive. All subgrantees are required to be in compliance, and it is the responsibility of the agency to become acquainted with such 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

Volunteers

VAWA guidelines do not require the use of volunteers as match; however, CJCC encourages the use of volunteers where appropriate. Please note that volunteer hours are valued by the CJCC at \$15.00 per hour by default. Agencies must submit a written request for higher rates to CJCC for specialized volunteers.



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Religion

Grantee programs may not promote, discuss, or track religion. Program activities and services are required to be accessible to any interested participant, regardless of religious affiliation.

Criminal Background Checks

All subgrantees must conduct a state or national criminal background check on all direct service and outreach personnel, including volunteers, who have contact with victims and their children once every three years.

Internet Security Policy

CJCC requires all subgrantees to establish and enforce an Internet Security Policy, when participants, volunteers, and/or staff have access (supervised or unsupervised) to protect the confidentiality, integrity, and availability of data while preventing malicious and other security threats. This includes any technology provided by CJCC funding and technology utilized by participants during a CJCC funded program component.

Comply with CJCC grant requirements

Agencies must adhere to financial and programmatic guidelines, comply with deadlines, and provide all information to CJCC as requested in a timely manner.

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.



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- 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 [Equal Employment Opportunity Plan](#) (EEO) and Civil Rights requirements. All programs that receive VAWA funds or are subawarded VAWA funds via program agreements are required to be familiar with and comply with all relevant federal civil rights requirements and are required to participate in the designated training once per grant period. If there is a violation it may result in suspension or termination of funding until the subgrantee is in compliance. Information on the required **annual** OJP Civil Rights trainings can be found at the link below.

[Office for Civil Rights - Training for Grantees](#)

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.



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Equal Employment Opportunity Plans

The applicant agency must meet the requirements of 28 CFR 42.301 et seq., EEO. The plan must cover the grant period specified in the application. If technical assistance is needed while 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.

D. Application Submission Instructions

Applications must be submitted online via Formstack. Please click [here](#) for the application. Agencies with more than one 2017 VAWA award **must** submit an application for each grant number to receive continuation funding for each award.



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Applicants will be able to save their entries and continue once the application is started using the most recent unique link provided by the online application system. After each save, a new unique link to return to the most recent version of the application will be generated. Please keep the link received after the last save as well as opt-in to have that same link sent to email address provided by the applicant. **Please use the latest unique link generated** in order to return to the most recent version of the application. Caution: If a previous link that is not the most recent is used, a portion of all entries may be lost.

Applicants may use this RFA as a worksheet for compiling the application. CJCC recommends that applications compile all information requested in this RFA before beginning the online application. Please see Appendix A for a sample application. Applicants who experience technical difficulties or emergency circumstances should contact Natalie Williams, Natalie.Williams@cjcc.ga.gov or Nikitris Deloach, Nikitris.Deloach@cjcc.ga.gov. Staff may be reached at 404-657-1956.

Applications must be submitted by **5:00pm on December 7, 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.

Certification and Completion

To finalize the application, please enter requested information for the point of contact and enter the name of the person submitting the application to certify completion. **Remember to submit the application** when you are finished with this section. If more than one application is submitted for the same grant number, CJCC will only accept the most recent application.

Submit Application

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

Please be sure to click submit so that the online application is received. The application must be submitted 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. This person will also be contacted in the event we have questions about your application.

Application and Award Timeline



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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	November 6, 2018
Application closes	December 7, 2018
CJCC sends award packets to subgrantees	December 2018
Award packets due to CJCC	January, 2019
Start of VAWA grant year	January 1, 2019

Funding Decisions

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.

Application Review Process

All applications and attachments are reviewed by CJCC Victim Assistance Division 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 also contact members of the Victim Assistance Unit for technical assistance.



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APPENDIX A - 2018 Allocations

Please note that the Criminal Justice Coordinating Council has approved individual allocation amounts for this solicitation. Any award made pursuant to this solicitation is dependent upon the receipt and availability of federal grant awards and any requirements/conditions attached thereto.

PLEASE NOTE: If your agency was awarded “one-time” funding during last year’s competitive award, those funds should be removed from your continuation request (for example, if your agency received funds to purchase equipment those costs should not be included in your request).

Grant ID	Agency	Program	Federal	Match
W17-8-033	AOC-Judicial Council of Georgia	Court Services	\$67,118	\$22,373
W17-8-016	Athens-Clarke County (Police Department)	Law Enforcement	\$70,000	\$23,333
W17-8-015	Athens-Clarke County (Probation Services Office)	Court Services	\$70,000	\$23,333
W17-8-017	Athens-Clarke County (Solicitor General)	Prosecution	\$70,000	\$23,333
W17-8-004	Atlanta Victim Assistance, Inc.	Victim Services	\$91,495	\$0
W17-8-035	Atlanta Volunteer Lawyers Foundation, Inc.	Court Services	\$92,056	\$0
W16-8-084	Battered Women's Shelter	Victim Services	\$22,680	\$0
W17-8-006	Berrien County BOC (Alapaha Judicial Circuit District Attorney)	Prosecution	\$70,000	\$23,333
W17-8-018	Caminar Latino, Inc.	Victim Services	\$39,531	\$0
W17-8-036	Caminar Latino, Inc.	Victim Services	\$44,641	\$0
W17-8-019	Catholic Charities of the Archdiocese	Victim Services	\$76,222	\$0
W17-8-038	Chatham County Board of Commissioners	Prosecution	\$50,000	\$16,667
W17-8-007	Cherokee County Board of Commissioners (District Attorney)	Prosecution	\$70,000	\$23,333



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W17-8-039	Cherokee County Board of Commissioners (Sheriff's Office)	Law Enforcement	\$46,632	\$15,544
W17-8-008	Clayton County BOC	Prosecution	\$70,000	\$23,333
W17-8-040	Cobb County Board of Commissioners	Prosecution	\$50,000	\$16,667
W17-8-009	Crisp County Board of Commissioners (Cordele Judicial Circuit District Attorney)	Prosecution	\$70,000	\$23,333
W17-8-005	Dawson County BOC (Sheriff's Office)	Law Enforcement	\$39,589	\$13,196
W17-8-023	DeKalb County Government (District Attorney)	Prosecution	\$50,786	\$16,929
W17-8-024	DeKalb County Government (Solicitor General)	Prosecution	\$50,000	\$16,667
W17-8-025	Dougherty County BOC (Dougherty District Attorney)	Prosecution	\$50,000	\$16,667
W17-8-034	Douglas County Board of Commissioners (District Attorney)	Prosecution	\$50,000	\$16,667
W17-8-010	Douglas County BOC (Solicitor General)	Prosecution	\$53,849	\$17,950
W16-8-072	F.A.I.T.H. in Rabun County, Inc.	Victim Services	\$28,323	\$0
W16-8-073	Four Points, Inc.	Victim Services	\$25,000	\$0
W17-8-041	Fulton County Board of Commissioners	Law Enforcement	\$168,350	\$56,117
W16-8-071	GA Dept of Community Supervision	Fatality Review	\$81,273	\$27,091
W17-8-003	GA Dept of Community Supervision	Law Enforcement Training	\$25,000	\$8,333
W17-8-055	GA Dept of Community Supervision	Discretionary	\$101,518	\$33,839
W16-8-074	Georgia Coalition Against DV, Inc.	Law Enforcement Training	\$37,500	\$0



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W16-8-075	Georgia Coalition Against DV, Inc.	Undesignated- Fatality Review	\$177,561	\$0
W17-8-011	Georgia Legal Services Program, Inc.	Victim Services	\$28,249	\$0
W16-8-076	Georgia Mountain Women's Center, Inc.	Law Enforcement Training	\$23,100	\$0
W17-8-012	Georgia Public Safety Training Center	Law Enforcement Training	\$138,990	\$46,330
W17-8-013	Habersham County (Sheriff's Office)	Law Enforcement	\$58,272	\$19,424
W17-8-014	Henry County BOC (Police Department)	Law Enforcement	\$70,000	\$23,333
W17-8-026	Houston County Commissioners (District Attorney)	Prosecution	\$50,000	\$16,667
W16-8-077	International Women's House, Inc.	Victim Services	\$60,065	\$0
W17-8-042	Lowndes County Board of Commissioners (Solicitor-General)	Prosecution	\$50,000	\$16,667
W17-8-044	Macon-Bibb Board of Commissioners	Prosecution	\$50,000	\$16,667
W17-8-053	NE GA Council	Victim Services	\$47,050	\$0
W17-8-027	Oconee County (District Attorney)	Law Enforcement	\$70,000	\$23,333
W17-8-028	Oconee County (Western Judicial Circuit District Attorney)	Prosecution	\$70,000	\$23,333
W17-8-037	Oconee County Board of Commissioners	Law Enforcement	\$67,108	\$22,369
W17-8-029	Paulding County BOC (District Attorney)	Prosecution	\$50,000	\$16,667
W16-8-078	Project Safe, Inc.	Undesignated	\$14,000	\$0
W17-8-020	Raksha, Inc.	Law Enforcement Training	\$25,000	\$0
W17-8-043	Raksha, Inc.	Victim Services	\$69,416	\$0



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W16-8-079	SAFE Homes of Augusta, Inc.	Law Enforcement Training	\$23,586	\$0
W17-8-045	Ser Familia, Inc.	Victim Services	\$145,000	\$0
W17-8-051	Sexual Assault Center of NWGA	Victim Services	\$50,000	\$0
W17-8-052	Southern Crescent Sexual Assault & Child Advocacy Center	Victim Services	\$100,000	\$0
W16-8-080	Support in Abusive Family Emerg., Inc.	Victim Services	\$25,000	\$0
W16-8-081	Support in Abusive Family Emerg., Inc.	Law Enforcement Training	\$35,000	\$0
W17-8-021	Tapestri, Inc.	Law Enforcement Training	\$55,994	\$0
W17-8-046	Tapestri, Inc.	Court Services	\$4,750	\$0
W+A2017-8-050	The Sexual Assault Victims Advocacy Center	Victim Services	\$37,653	\$0
W17-8-047	Towaliga Judicial Circuit	Prosecution	\$50,000	\$16,667
W17-8-049	Twin Cedars Youth & Family Svc, Inc.	Victim Services	\$186,246	\$0
W17-8-048	Unified Government of Athens-Clarke County	Law Enforcement	\$50,643	\$16,881
W17-8-022	Upson County (Griffin Judicial Circuit- District Attorney)	Prosecution	\$50,000	\$16,667
W17-8-031	Wayne County Board of Commissioners (Brunswick JC District Attorney)	Prosecution	\$70,000	\$23,333
W17-8-032	Whitfield County BOC (Conasauga Judicial Circuit District Attorney)	Prosecution	\$57,231	\$19,077
W17-8-054	Women Moving On	Victim Services	\$59,838	\$0